

Date : 31 July 2010

REPORT OF THE EXECUTIVE SECRETARY OF AFSEC MARCH 2008 to JULY 2010

1. Initial activities following the constitutive general assembly

Following the Constitutive General Assembly of AFSEC on 27-28 February 2008, the work of the incoming Executive Secretary commenced with a cooperation agreement with Eskom in South Africa. Thus, Mr. Johnson was permitted to perform the duties of the Executive Secretary on a part-time basis, while continuing to work for Eskom.

The initial activities were

- To finalize the logo for AFSEC.
- To open a bank account in the name of AFSEC
- To issue invoices for the membership fees of the founding members.
- To amend the statutes in accordance with the resolutions of the Constitutive General Assembly
- To submit the statutes to AFREC for translation into the other official languages of the AU.

The Secretary General of the IEC, Mr. A Amit visited Johannesburg, in May 2008 and met with the Executive Secretary. It provided the opportunity to discuss the strengthening of the ongoing cooperation with, and support of, the IEC.

A meeting of the AFSEC Executive was held in Nairobi, Kenya on 27th June 2008, the Executive Secretary was instructed to prepare a comprehensive proposal addressing the criteria to choose the AFSEC headquarters. This document was to be circulated to the ministries of those countries likely to meet the criteria for the headquarters for AFSEC. The decision was expected in September 2008. This activity has been postponed due to it being stalled by the AUC. (See item 11.)

In addition the Executive Committee decided to postpone the second meeting of the Management Committee so as to coincide with the next General Assembly. This provision was justified because of the low rate of recovery of membership fees.

2. Charter between AFSEC and AFREC

In September 2009, a model charter, which defined the relationship between AFSEC and AFREC had been prepared. The text has not yet been finalized, due to the need to first clarify and agree the reporting and accountability of AFSEC vis-à-vis the AFREC/AU structure. The current draft of this charter is provided in the working documents for information (see **AFSEC/GA2-06**). Members are invited to send comments and observations on the draft charter to the Executive Secretary for consideration.

3. Road map for the operationalization of AFSEC

In July 2009, the AFSEC President, Executive Secretary, and Executive Director AFREC participated in a meeting with the Commissioner for Infrastructure and Energy and her staff.

The salient issues were:

- a) agreement on release of \$70 000 in two installments from the budget of AFREC to AFSEC.
- b) agreement on a road map to support the operationalization of AFSEC (See figure 1)

Figure 1
Road map of key actions required in support of the operationalization of AFSEC
July 2009 to end 2010

[Showing progress status as at 31 July 2010]

Action	By whom	Target date	progress
Supplementary document that motivates the structure of AFSEC and the need for its headquarters	Mr Johnson	17 July 2009	completed
	Dr Elhag	17 July 2009	completed
	Mr Johnson AFSEC	23 July 2009	completed
Release of funds for AFSEC from AFREC	Dr Elhag AFREC	Initial installment , July 2009, subsequent installment later in 3 rd qtr 2009	completed
Request Eskom to continue present arrangement for Executive Secretary resource to end 2010	Claude KOUTOUA	End July 2009	Completed. [agreed by Eskom to continue to March 2011]
Approval of AFSEC as a substructure of AFREC with its own HQ	Executive Council	Sept 2009	No such approval given – AFSEC/AFREC relationship and reporting structure to be agreed and approved by AU
Ratification of AFREC structure including AFSEC as a subsidiary	AU Assembly	January 2010	
Formalise charter between AFREC and AFSEC	Executive Director AFREC and Executive Secretary AFSEC	February –March 2010	In abeyance
Release of funds for 2010 from AFREC to AFSEC	AFREC	Mid 2010	Blocked by AU
Recommendations re host country for AFSEC	AFSEC Management Committee	August 2010	Management Committee to report
Decision on host country for AFSEC HQ	Executive Director AFREC	Oct 2010	
Host country agreement	AUC/AFREC/AFSEC/Host country	Nov –Dec 2010	

4. Membership

4.1 No new applications for statutory membership were received in 2008 and 2009. In June 2010 an application for statutory membership, from the National Committee of Namibia, via the Namibian Standards Institution (NSI) was accepted.

4.2 The following new affiliate members were accepted in 2010

- Southern African Power Pools (SAPP)
- East African Power Pools (EAPP)
- Power Institute for East and Southern Africa (PIESA)

4.3 The following positions remain to be filled in the management committee. This will be when additional statutory members join AFSEC:

East Africa: One seat
Central Africa : Two seats
Southern Africa: One seat

4.4 The position of Treasurer also remains to be filled.

5. Financial matters:

5.1 Membership fee payments

For 2008, membership fees have been received from 4 of the 10 founding members South Africa, Nigeria, Kenya, and Senegal. All four have indicated intentions to pay the fees for subsequent years.

Two national committees (Ivory Coast and Egypt) have advised that the membership of AFSEC has been approved by the respective national authorities. Thus arrangements for payment of membership fees have been initiated.

The other four founding members have not yet advised of their plans for settlement of the membership fees now due.

In March 2010, all members have been invoice for all outstanding amounts for 2008 and 2009 and for the fees for 2010.

5.2 Despite rigorous management of funds, lack of availability of funds for 2009 had a major impact on the ability of AFSEC to implement its action plan in 2009; thus it was not feasible or necessary to hold a General Assembly or any other formal meetings in 2009.

5.3 In June 2008, there remained \$6100 of funds from the AUC's contribution to the start up of AFSEC. These funds were used for travel and accommodation expense for meetings at the AUC in July 2009, and other missions of the Executive Secretary, as detailed in item 6.

5.4 In July 2009, during a meeting held with the Commissioner and the Executive Director AFREC it was agreed that the daily subsistence allowance (DSA) applicable to international civil servants, should be used for officials traveling on AFSEC business (As is the case for AFREC). At that same meeting it was clarified that any funding from AU would be for programmes/projects. Salaries and operating expenses of the AFSEC secretariat are excluded.

5.5 Further to the submission of a project proposal for the operationalization of AFSEC in July 2009, the Executive Director of AFREC released a total of \$70 000 to AFSEC from the budget of AFREC to contribute to the activities planned for in 2010 and 2011. The application of these funds requires the specific approval of the Executive Director of AFREC.

5.6 Some initial difficulties emerged with the South African foreign exchange regulations in respect of sending out funds from SA to cover travel costs of the elected AFSEC officials residing in other African countries. Formalities have since been being concluded with the South African Reserve Bank. Transactions can now be conducted without difficulty.

5.7 The audited accounts for 2008 and 2009 have been finalized by external auditors and are available for inspection and for the approval of this General Assembly. (See AFSEC/GA2-05A and AFSEC/GA2-05B)

5.8 Financial summary

year	Income (\$)	Expenditure (\$)	Balance (\$)
2008	32 299	7 884	24 415
2009	83 289	27 378	80 325
2010 January to June	563	5680	75 208

NOTES

1. All funds held in South African Rands – converted to \$US @ R7.5 = \$1US
2. Full audited accounts for 2008 and 2009 are available for inspection
3. Financial plan for 2010 included in draft action plan 2010-2013

6. Marketing:

6.1 The Executive Secretary undertook the following missions with a view to promoting AFSEC and increasing its membership

a) May 2008, Cape Town: the SADC standardization expert group SADCSTAN, was advised how RECs can be included in the activities of AFSEC

b) November 2008: Standard Authority of Ethiopia (SQAE), Ethiopia

c) March 2009: UPDEA workshop hosted by Eskom in Durban, South Africa in. UPDEA expressed concern about the lack of progress towards the operationalization of AFSEC.

d) April 2009: Coordinating meeting of the African Power pools in host in Cotonou, Benin. Written invitations were handed to each power pool to join AFSEC as affiliate members. This was followed up at a further coordinating meeting held in Addis Ababa in Nov 2009, where a membership application pack was given to each of the four power pools represented at the meeting.

e) October 09: Meeting with representatives from the Botswana Bureau of Standards during their visit to South Africa. They were given information about AFSEC and what was required for Botswana to form a national committee and join AFSEC.

f) November 2009, UPDEA General Assembly, Addis Ababa, where a presentation on the plan for the operationalization of AFSEC was presented. African electricity utilities reaffirmed their commitment to pursue actions to create a local electrotechnical committee and to have it join AFSEC.

The EAPP handed over an application to join AFSEC during this event.

g) March 2010: SADCSTAN, Swaziland. Invite SADCSTAN, as the expert grouping of SADC to join AFSEC as an affiliate member.

h) May 2010: coordinating meeting of the African Power Pools, Harare, Zimbabwe, where it was agreed that the harmonization of standards had become an urgent need for the many interconnection projects being implemented and planned, and also for the technical operation of power pools.

6.2. The AFSEC President conducted the following missions in support of AFSEC

2008

a) November 2008, the President represented AFSEC at the 72nd IEC General Meeting in Sao Paulo, Brazil. This was the first time that AFSEC had participated in an international activity. The various contacts made were made aware that the international community could now count on the participation of Africa.

Also outside the main activity of the IEC General Meeting contacts were made with representatives of the Gambia, Tanzania, Botswana, Sudan (Note: The Sudan is already one of founding members AFSEC), Zambia and Namibia. Subsequently the Secretariat has sent an information pack and an invitation to join AFSEC those who are not yet AFSEC members.

2009

In July 2009, the President participated in Burkina Faso in a regional meeting of UEMOA Quality Programme. He made a presentation about AFSEC. He urged member states of UEMOA to join AFSEC. In addition, he met members of the Standardization Committee of Burkina Faso to encourage them to create a local electrotechnical committee.

In July 2009 the President and Executive Secretary attended the meetings of experts preparing for the first joint meeting of energy ministers from Africa and South America held in Addis Ababa. This meeting allowed standardization to be taken into account, as a condition necessary to facilitate trade between the two continents and on the important role that AFSEC can play as an advocacy bodies affiliated to the AU.

In October 2009, the President attended the 73rd general meeting of the IEC, held in Tel Aviv. A cooperation agreement was signed on that occasion between the IEC and AFSEC. It will enable AFSEC benefit from the support of the IEC in the capacity building and training of African experts in order to increase Africa's interventions in the various study committees of the IEC. Furthermore, a communication on the African contribution to the standardization process was addressed to the members of the IEC affiliate programme. It has been posted on the IEC website.

2010

In January 2010, the President participated in Burkina Faso to the regional meeting of UEMOA/WAEMU (West African Economic Monetary Union) Quality Programme. He made the 8 countries of the union aware of the role of electrotechnical standards and the benefits of joining AFSEC. On the sidelines, he met the future members of electrotechnical committee of Burkina Faso.

In July 2010, the President participated in Burkina Faso to the regional meeting of ECOWAS program quality. He made a presentation to all 16 countries of West Africa, including Mauritania. Topics addressed included:

- the role of electrotechnical standards,
- the benefits provided by the agreement between AFSEC and IEC
- conditions for access to standards (Concerning the IEC affiliate programme)

- the benefits of joining AFSEC.

It should be noted that the Council of Ministers of UEMOA/WAEMU has ratified 21 June 2010 a Directive on the harmonization of activities scheme accreditation, certification, standardization and metrology. In Article 24, the member states of UEMOA/WAEMU indicate that their organizations adhere to standards and will participate in the work of AFSEC.

On the sidelines, he met the Director of the Standards Committee of Mauritania for participation in the General Assembly and membership AFSEC.

6.3 Newsletters

Three newsletters have been prepared by the secretariat, the latest in August 2009. For the first half of 2010, we did not have enough resources with the secretariat, nor any material from members to prepare any subsequent newsletters. It is certain that an operational headquarters and the operation of technical committees will help boost our newsletter and be a true communication tool.

7. Relations with other organizations:

7.1 The draft MoU AFSEC/CENELEC proposed by CENELEC has been reviewed corrected. The document was submitted to CENELEC early in 2009, and is pending formal approval by both parties. A draft of the agreement is included in the working documents (See AFSEC/GA2-09)

7.2 The cooperation agreement between IEC and AFSEC was formalized and signed in October 2009. (See AFSEC/GA2-07)

7.3 We do not record any progress in establishing a formal liaison between ARSO and AFSEC, noting changes of the Secretary General of AFSEC during 2009, and the postponement of the ARSO General Assembly in 2009.

7.4 In November 2009, the Executive Secretary met with the Chairman and representatives of AFRIMETS [African metrology system], which is hosted in South Africa at the CSIR, to explore synergy, particularly in the area of exchanging information on test facilities in Africa.

7.5 Informal meetings and on-going liaison with representatives of NEPAD took place during 2009 and 2010, both the Divisions responsible for Energy and for Quality Infrastructure, with a view to cooperation and possible support.

8. Secretariat:

The electricity company, Eskom in South Africa continues to provide the secretariat for AFSEC, in the person of the Executive Secretary allocated on a part-time basis to AFSEC activities. In an exchange of letters in Sept 2009, between the AFSEC President and Eskom, there is agreement to continue the present arrangement up to March 2011, with the proviso Eskom is not liable for costs of travel and subsistence for AFSEC business.

During the period of this report approximately one third of the incumbent's time was spent on AFSEC activities, representing a significant contribution in kind by Eskom in salaries, allowances, and support services. This time included some 36 days traveling on AFSEC business.

Accounting services, banking, auditing, ad hoc travel arrangements, and the hosting and maintenance of the AFSEC website/ email server are outsourced to a professional association management services company [van der Walt & Co., *Association Management Services.*], for a nominal monthly fee of R3 000 (\$400), under an agreement made in July 2008. The same company has been contracted separately for the administrative and logistical management for the 2010 workshop and general assembly.

9. Hosting of the AFSEC headquarters:

Delays have been experienced in the process of setting up the structural organs of both AFREC and AFSEC. It was clarified in July 2009 at a meeting at the AUC that only after the ratification of AFREC and AFSEC by the AU Summit [heads of state] (expected early 2010) could any formalities be initiated.

However, subsequent correspondence with the Executive Director of AFREC, summarised in clause 11 indicates that alternative and flexible plans will be needed in the short to medium term, because the formalisation of the relationship of AFSEC as a subsidiary body of AFREC (which was the declaration of the Conference of Ministers in March 2006) is likely to take considerably longer than was expected.

Two possibilities have been explored

i) an interim office at the headquarters of NEPAD, Midrand South Africa. In principle, this has been considered favourably. However, the physical office space can only be made available when NEPAD is relocated to new offices. It is understood that the relocation planned for second half of 2010, has been delayed.

ii) An MoU between AFREC and the then South African Minister of Minerals and Energy was concluded in May 2008, which, inter alia, makes provision for support by the South African Government for the establishment of the headquarters for AFSEC. The provisions of this MoU were revisited in a meeting between the present South African Minister of Energy and the Executive Director, AFREC in Algeria in May 2010. This led to a report from the Executive Secretary via the office of the Eskom Chairman to the Minister of Energy. At the time of drafting this report the Executive Secretary was awaiting a meeting with senior officials from the Ministry. A separate report on any such meeting will be given a supplementary report.

10. AFSEC Action Plan 2010-2013

The 3-year action plan approved at the Constitutive General Assembly in February 2008 has been review and revised, noting that some key assumptions, in particular regarding funding and the timing of the establishment of the AFSEC headquarters had to be modified. (See AFSEC/GA02-01)

The salient activities proposed for 2010 are

- i) this second general assembly, and a workshop to establish the number, scope and membership of the first technical committees of AFSEC, which will have take place 10-11 August 2010.
- ii) A capacity building/training workshop for AFSEC technical committee members. A proposal for this to be funded by AfDB was submitted by the Executive Secretary to AFREC in 2009. To date there has been no confirmation that this request as been successful. It had been hoped that this workshop would take place before the end of 2010.
- iii) The signing of the MoU with CENELEC.

11. Relationship with the African Union

In the second half of December 2009, there was an exchange of emails between the Executive Secretary, the Executive Director of AFREC triggered by information from Dr Elhag that that the AUC has blocked any funding for AFSEC until it is fully incorporated into AFREC.

Now some questions arise:

a) The issue of “ownership” - To whom AFSEC belongs? The AU or national standards organizations?

The AUC cannot fund any institution not fully comply with its rules and regulations.

The contribution of the AU made available to AFSEC should not be used to pay salaries and the headquarters.

NOTE 1 The original funding model of AFSEC assumed a decreasing percentage contribution from AFREC (AU) as the number of members and hence financial contribution from members increases.

b) The current management structure of AFSEC and the way it operates.

The AUC would see AFSEC as autonomous and outside of its domain.

For AFSEC is to be a subsidiary of AFREC, the structure of AFSEC and the funding model requires to be reviewed.

The statutes of AFSEC adopted at the General Assembly in February 2008 provide a structure that makes it autonomous, and not a subsidiary body of AFREC. To establish a legal link between AFREC and AFSEC in agreement with the legal counsel of the AU, a charter was developed. A proposal was submitted to AFREC by the Executive Secretary in June 2010.

c) The strategy for the operationalization of AFSEC as follows, as suggested by Dr Elhag in 2009:

* Defer any formal engagement with the AUC for the moment. Let the AUC first address the ratification of the instruments for establishing AFREC. Thereafter use that momentum to drive the process of AFSEC.

* Open discussions with the government of South Africa to host AFSEC in simple and flexible terms, building on the terms in the MoU signed in 2008. (See 6c)

* AFSEC management should launch a campaign of awareness to ministers of member states about the importance of AFSEC to Africa. The subject of standardization is not known to many senior officials. There is a need to address ministers of both energy, trade and foreign affairs.

* AFREC will use the leverage of AfDB and other donors for training and capacity building.

12. Summary

12.1 Progress

Membership has increased from the initial 10 statutory member and two affiliate members, to 11 statutory members and five affiliate members.

A part-time basic secretariat function operates due to extended on-going support from Eskom South Africa. It is hoped that additional support will be offered by the government of South Africa.

In 2009, funding from AFREC budget made it possible for activities to be planned in 2010.

12.2. Challenges

a) The formalization of the relationship between AFREC/AU and AFSEC and the associated reporting structure remains incomplete, affecting the funding stream from AFREC for operational activities.

A revised funding model (AFSEC/GA2-03) has been prepared on the basis that some funding from AFREC will be available from 2011 onwards.

b) The decision on a headquarters for AFSEC has not been made and the level of support to be expected from a host country remains unknown. This, coupled with the unsatisfactory level of membership fee payment to run the secretariat independently thus far means AFSEC will continue to rely on the support of Eskom well beyond the current agreement that expires March 2011.

c) The revised financial model (See AFSEC/GA2-03), makes certain assumptions for continued further sponsored support from Eskom and from the South African Government for the period to 2014.

d) The number of statutory members remains low and insufficient to have the management committee position filled with a balance of sub-regional representation.