

MINUTES OF 5TH ARMFA GENERAL ASSEMBLY
HELD ON FRIDAY, SEPTEMBER 29, 2006
AT M-PLAZA HOTEL, GHANA

OPENING SPEECH BY THE PRESIDENT

The general Assembly meeting of ARMFA started at 09:00 hours. In his opening speech to the general assembly, the President of ARMFA, Mr. Joseph ODO HAULE welcomed all the members present and whole heartedly thanked for honouring his invitation to the general assembly. He remarked that out of a total of twenty four members of the Association, twenty two (Benin, Burundi, Cameroon, Central African Republic, Republic of Congo, Cote d'Ivoire, Djibouti, Ethiopia, Gabon, Ghana, Kenya, Lesotho, Madagascar, Malawi, Mali, Mozambique, Niger, Rwanda, Tanzania, Togo, Zambia and Zimbabwe) were present at the meeting and hence the meeting is constitutional. Absent were Guinea and Chad. Uganda and Zanzibar attended as observers. The quorum was vastly attained. He informed the assembly that since our last meeting, our Association has moved forward with a very successful handing over from the outgoing President to himself, in the presence of the two auditors at the legal headquarters of the Association. He hoped that members will contribute immensely to the success of the debates at this general assembly;

ADOPTION OF THE REPORT OF THE LAST GENERAL ASSEMBLY

The President remarked that the report of the last general assembly, held in Arusha on the 8th of November 2005, had been distributed to members twice by the Coordinator (in December 2005 and in August 2006), and no observations were registered from members. At this meeting, therefore, the members will only proceed to adopt the said report. This was adopted unanimously.

REPORT OF ACTIVITIES OF THE EXECUTIVE COMMITTEE FOR 2005 - 2006

The president presented the report of activities of the Executive Committee for the period 2005 -2006. The report focused on the activities of the partnership programme with SSATP which was adopted last year and others matters which were carried out during the year. It also reviewed how far the Association gone during the last year towards fulfilling the objectives which we set for ourselves at the last general assembly. The negative attitude of members towards request for information was again observed. He regretted that the Facilitator recruited to produce a complete report of the Arusha proceedings has just submitted the document.

The Executive Committee held three meetings during the year in Yaounde, Bamako and Accra. During these meetings the Executive Committee looked into problems raised in Arusha namely- the sustainability of ARMFA and modifications of the Bylaws and internal Regulations. He informed members there would be presentations of these problems in the course of the meeting.

The contract of the Coordinator, financed by our partner SSATP, was renewed in July and ends in May 2007. Before this time the new secretariat of the Association will be functional. The coordinator will spend the last part of his contract to help set up the secretariat and hand over relevant documents to the head of the secretariat.

All other activities were executed as reported. Copies of the report were circulated in English and French. Despite the difficulties of communication amongst members the President said that a great deal of information was passed between his office and the members thanks to the ardent efforts of the Coordinator who not only wrote many messages but also followed up

with faxes and telephone calls to wake up some of us. He paid tribute to the Coordinator for his complete availability and ardour at work. He urged members to keep information flowing between them and the secretariat of the association. This is perhaps the simplest way in which we can share our experiences – one of the objectives of our association, he said.

The report of the Executive Committee for 2005 – 2006 was adopted by acclamation after debates and clarifications by the President on questions raised by members.

REVIEW AND ADOPTION OF PROGRAMME OF ACTIVITIES

The revised programme of activities was presented by the Coordinator. Essentially, activities which had been completed and those not directly related to ARMFA were removed from the programme. Others were streamlined to meet new objectives. The website will be transferred to Yaounde and managed by the Secretariat. The draft programme was circulated and adopted with explanations from the Coordinator and the President with the help of SSATP management team.

FINANCES OF THE ASSOCIATION

Review of Membership Contributions

The President presented a report on members' subscriptions from 2004 to 2006. He said that most members have paid their subscriptions, however, the report would be updated later to reflect delayed payments from Ethiopia, Congo and Zimbabwe among others. He added that defaulters would not be punished because the year has not yet ended and so would be allowed to vote should the need arise. It was agreed that bank charges for transfer of subscriptions should be paid by members; on the other hand, invoices would be sent to members to indicate the shortfall.

Comments of Internal Auditor on Auditor's Report

The Auditor informed the Assembly that total expenditure for the period ending September 22, 2006, amounted to USD 7,274, while total income amounted to USD 89,708.64. He stated that having examined the report, the Income and Expenditure accounts reflected a true status of the Audit Report.

Comments & Suggestions

The Assembly was informed that the favourable variance between receipts and expenditure was due to the fact that there were few activities during the year and also the absence of a full time Secretariat for the Association. A member suggested that in the absence of any programmed activity, it would be prudent to invest the Association's money to earn interest, while an elaborate programme is awaited.

In response to an enquiry as to the financial responsibility of a host country for meetings and workshops, the President stated that the Association did not make contributions to the host country. However, SSATP finances the host country through payment of Translators and Moderators fees. Consequently, the host country must follow the World Bank procurement procedure by submitting quotations, for financing. Eventually, it was suggested that the Executive Committee should negotiate with SSATP to enable funds to be made available to the ARMFA Secretariat for flexibility. The President also informed the Assembly that the host country was responsible for the upkeep of one delegate from each country, as well as three delegates from AGEPAR and two from ASANRA.

It was suggested that the SSATP contribution should be reflected in the Statement of Account. The Coordinator however pointed out the difficulty in doing this as the payments are made in Washington and ARMFA is not in possession of relevant documents to reflect these payments in its accounts. The General Assembly took note of the Financial Statement and instructed the Secretariat to present a detailed Account at the end of the financial year.

PRESENTATION AND DEBATES ON THE SUSTAINABLE MANAGEMENT OF ARMFA

A presentation on the sustainability of ARMFA was made by the Coordinator. He briefed the assembly on the missions, objectives, the present situation and the way forward. He said that as ARMFA is a professional organisation, it should be run with little or no external assistance. He pointed out the advantages and the disadvantages of the present situation and proposed the formation of a new management structure with the establishment of a permanent secretariat. The secretariat should be housed in the office of a member Road Fund and financed by ARMFA and the host country. It was suggested that for complete self sustainability ARMFA should have a business plan which could be studied by a consultant and presented to the next general assembly. The President proposed that SSATP engage a consultant to prepare a strategic plan for the Association.

After discussions, Cameroon volunteered to host and to support the permanent secretariat. The President thanked Cameroon and said that the functions of the secretariat would be communicated to Cameroon.

EXAMINATION AND ADOPTION OF THE ARMFA BUDGET FOR 2006 – 2007

The Assembly was presented with a draft budget for 2006 - 2007 by the President. The revenue and total expenditure projections were made as USD 188,484.64 and USD 105,600 respectively. A surplus was to be expected as revenue exceeds expenditure. The budget was adopted by the Assembly.

CONSTITUTIONAL AMENDMENTS

The ARMFA Coordinator presented a paper on constitutional amendments to the bylaws and the Internal Regulations in keeping with the new management structure. He remarked that since the bylaws provide for the creation of other organs, the creation of a permanent secretariat could be done as a resolution of the General Assembly. The Permanent secretariat will be defined in the Bylaws.

The second amendment concerned the class of membership. Following the decision of the general assembly of Arusha, the Executive Committee proposed that a new class of membership be created under Article 1.3 as follows: "The general assembly may, by a resolution, admit other Road Maintenance Funds created at a level other than national as Associate Members. Associate Members shall participate at all meetings of the general assembly but have no voting rights. Their subscriptions to the Association shall be determined by the general assembly but shall, under no circumstances be more than half of those paid by full members."

ACCEPTANCE OF NEW APPLICATIONS AND ADMISSION OF NEW MEMBERS

Following the amendment of the Bylaws above, Zanzibar confirmed their intention to join ARMFA as an Associate Member. The Assembly formally accepted Zanzibar as an Associate Member. Zanzibar expressed its gratitude to the Assembly and promised to pay its subscriptions and work hand in hand with ARMFA.

SELECTION OF A VENUE FOR THE 2007 GENERAL ASSEMBLY AND TECHNICAL WORKSHOP

Madagascar was endorsed as the host of the next General Assembly and Technical Workshop. With regards to the theme, the President requested that members send in their proposals which would be considered later to arrive at a tangible theme.

OTHER MATTERS

The Coordinator proposed the establishment of focal groups at sub-regional level to discuss and improve ways of collecting and adjusting road tariffs.

After deliberations, members agreed that:

1. Every country should belong to one of the regional groups;
2. The regional groups will report the General Assembly on three topics:-
 - Audits,
 - Mechanisms of collecting road fund resources, and,
 - Negotiations and Public Relations Strategy for widening road tariffs.

The following countries were elected to head the regional groups:

| <u>REGIONAL</u> | <u>COUNTRY</u> |
|------------------------|-----------------------|
| WEST AFRICA | BENIN |
| CENTRAL AFRICA | CAMEROON |
| EAST AFRICA | KENYA |
| SOUTHERN AFRICA | ZAMBIA |

ADOPTION OF RESOLUTIONS AND CLOSURE

Mr. Mustapha Benmaamar of SSATP made a presentation of the main outcome of the ARMFA Annual General Meeting, Constraints and the Way forward. Members endorsed the presentation which will be embodied in the “Declaration of Accra” and circulated to all members.

The Coordinator then presented the resolution on the amendments of the Bylaws and Internal Regulations. The resolution was unanimously adopted by the General Assembly. The representative of Madagascar read out a motion of thanks to the government and people of Ghana by the delegates at the 5th General Assembly and Technical Workshop of Accra.

The meeting was then formally closed by the representative of the Minister of Transportation. The Minister urged African countries to support road funds by ensuring that adequate funding and sound management instruments are put in place to provide good maintenance of our road networks which, he reminded delegates, were the motor of economic development. The Minister wished ARMFA long life.