



## African Road Maintenance Funds Association (ARMFA)

### Extraordinary General Meeting

Lome, Togo,  
April 22-23, 2004

**Agenda >>> DRAFT <<<**

### Thursday April 22

<b>9:00 AM</b>	<p><b>Official Opening of the ARMFA Extraordinary General Meeting (EGM)</b></p> <p><i>General moderator: Mr Jerome Obi ETA, former Minister of Public Works of the Republic of Cameroon</i></p> <p><b>Welcome Speech by the President of the Organization Committee</b></p> <p><i>Mr AMOUSSOU-GUENOU Assiba, Head of RMF, Togo</i></p>
<b>9:10 AM</b>	<p><b>Preliminary Speech by the acting President of ARMFA</b></p> <p><i>Mr Raphael MABENGA, 1<sup>st</sup> Vice-President, Zambia</i></p>
<b>9:20 AM</b>	<p><b>Opening Speech</b></p> <p><i>The Ministry of Equipment, Mines, Postal Service and Telecoms of Togo</i></p>
<b>9:45 AM</b>	<b>Coffee Break</b>
<b>10:00 AM</b>	<p><b>Account of the facts arisen since the founding General meeting in Libreville</b></p> <p><i>Mrs Ramata TANOH, 2<sup>nd</sup> Vice-President, Cote d'Ivoire</i></p>
<b>10:30 AM</b>	<p><b>Examination of the findings of the legal audit:</b></p> <ul style="list-style-type: none"> <li>• Legal registration of ARMFA</li> <li>• Weaknesses of the ARMFA current Statutes</li> <li>• Revised version of the Statutes</li> </ul> <p style="text-align: right;"><i>Mr Joseph Claude GWED-BI-MINYEM, Internal Auditor, Cameroon</i></p> <p>Discussion and possible amendments</p>
<b>12:30 PM</b>	<b>Adoption of the revised ARMFA Statutes</b>



<b>1:00 PM</b>	<b>Collective Lunch</b>	
<b>3:00 PM</b>	<p><b>Expression of candidatures of member organizations to the Presidency and other vacant functions within the ARMFA Executive Committee</b> (if necessary, in pursuance of the revised Statutes)</p> <p>with a short presentation by the representative of each candidate organization about its own view of objectives and strategy for the association</p>	
<b>4:00 PM</b>	<b>Election to the ARMFA Presidency</b> , and if necessary to the other vacant or newly vacant functions within the Executive Committee	
<b>5:00 PM</b>	<b>ARMFA Executive Secretariat:</b> depending on the provisions of the revised Statutes, choice of localization and other necessary arrangements (collection of suggestions and expression of candidatures ; vote if needed)	
<b>6:00 PM</b>	<p><b>Meeting of the new ARMFA Executive Committee:</b></p> <ul style="list-style-type: none"> <li>• Concrete issues of organization and functioning; finalization of the draft Internal Rules of the Association; start functioning budget; other arrangements</li> <li>• Finalization of the ARMFA draft 3-year activity program, to be submitted the next day to the General Assembly</li> </ul>	<i>Adjournment for the other participants</i>
<b>7:30 PM</b>	<b>Collective Dinner</b>	
<b>In the evening</b>	<p><i>Finalization/verification of both versions, English and French, of: the adopted Statutes; the decision report of the day; of the final draft Internal Rules and other pieces to be submitted by the Executive Committee to the General Assembly the next day</i></p> <p style="text-align: right;"><i>Meeting secretaries + general moderator + a representative of the Executive Committee + translators</i></p>	

## Friday April 23

<b>8:30 AM</b>	<p><b>Examination of the draft Internal Rules</b> dealing with organization and functioning issues: contributions, bank accounts, authorized signatures, audits and reports by the Executive Secretariat, bilingual communication, virtual general meetings and votes through e-mails, etc.</p> <p style="text-align: right;"><i>Presentation by the new Executive Committee</i></p> <p>Discussion and possible amendments</p>
<b>9:15 AM</b>	<b>Adoption of the Internal Rules</b>



<b>9:30 AM</b>	<b>Examination of the draft start functioning budget</b> <i>Presentation by the new Executive Committee</i> Discussion and possible amendments				
<b>9:45 AM</b>	<b>Adoption du budget de fonctionnement provisoire</b>				
<b>10:00 AM</b>	<b>Draft ARMFA 3-year activity program. Partnerships strategy</b> <i>Presentation by the new Executive Committee</i> Preliminary discussions Choice of themes for the subsequent commissions sessions Formation of the commissions				
<b>10:15 AM</b>	<b>Coffee Break</b>				
<b>10:30 AM</b>	<p style="text-align: center;"><b>Commissions sessions</b></p> <p><i>N.B.: 2 or 4 commissions depending on the total of participants au (at least 3 persons per commission). Each commission to be unilingual, so to avoid doubling the simultaneous translation system. The ideal thing is to chose 2 different themes and to form, for each theme, one Anglophone and one Francophone commission.. One bilingual commission is possible too.</i></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; vertical-align: top;"> <b>Commission 1</b>  (Anglophone)  <u>Theme A (example) :</u>  Formulation and adoption of an ARMFA activity program and basic indicators </td> <td style="width: 25%; vertical-align: top;"> <b>Commission 2</b>  (Francophone)  <u>Theme A too</u> </td> <td style="width: 25%; vertical-align: top;"> <b>Commission 3</b>  (Anglophone)  <u>Theme B (example) :</u>  Partnership with SSATP and/or other organizations such as the World Bank, the African Development Bank (ADB), AGEPAR, etc. </td> <td style="width: 25%; vertical-align: top;"> <b>Commission 4</b>  (Francophone)  <u>Theme B too</u> </td> </tr> </table>	<b>Commission 1</b> (Anglophone) <u>Theme A (example) :</u> Formulation and adoption of an ARMFA activity program and basic indicators	<b>Commission 2</b> (Francophone) <u>Theme A too</u>	<b>Commission 3</b> (Anglophone) <u>Theme B (example) :</u> Partnership with SSATP and/or other organizations such as the World Bank, the African Development Bank (ADB), AGEPAR, etc.	<b>Commission 4</b> (Francophone) <u>Theme B too</u>
<b>Commission 1</b> (Anglophone) <u>Theme A (example) :</u> Formulation and adoption of an ARMFA activity program and basic indicators	<b>Commission 2</b> (Francophone) <u>Theme A too</u>	<b>Commission 3</b> (Anglophone) <u>Theme B (example) :</u> Partnership with SSATP and/or other organizations such as the World Bank, the African Development Bank (ADB), AGEPAR, etc.	<b>Commission 4</b> (Francophone) <u>Theme B too</u>		
<b>11:45 AM</b>	<b>Back to Plenary Session</b>				
	Sharing the propositions <u>for theme A</u> <div style="text-align: right;"><i>Reporters of commissions 1 et 2</i></div> Discussion, merging and finalization				
	Sharing the propositions <u>for theme B</u> <div style="text-align: right;"><i>Reporters of commissions 3 et 4</i></div> Discussion, merging and finalization				
<b>12:30 PM</b>	<ul style="list-style-type: none"> <li>• <b>Choice of place and time of the next ARMFA G.M.</b></li> <li>• <b>Special findings and recommendations of the E.G.M.</b></li> <li>• <b>Adoption of the motion of thanks to the Togolese authorities</b></li> <li>• <b>AOB</b></li> </ul>				
<b>1:00 PM</b>	<b>Collective Lunch</b>				



<p><b>2:00 PM</b></p>	<p><b>Discussion between the Executive Committee and SSATP:</b> partnership arrangements, joint working themes, immediate actions, various supports</p> <p><i>SSATP + Executive Committee + possibly other volunteer members</i></p>	<p><i>Finalization/verification of both versions, English and French, of: the full EGM decision report; the 3-year activity program; other adopted pieces; motion of thanks; etc.</i></p> <p><i>Meeting secretaries + general moderator + translators</i></p>	<p><i>Adjournment for the other participants</i></p>
<p><b>4:30 PM</b></p>	<p><b>Official Closing of the Extraordinary General Assembly</b></p> <ul style="list-style-type: none"> <li>• <b>Recap of all decisions</b></li> <li>• <b>Position of partnership with SSATP</b></li> <li>• <b>Reading of the Special findings and recommendations of the Extraordinary General Meeting</b></li> <li>• <b>Introduction of the new ARMFA Executive Committee</b></li> <li>• <b>Short-term timetable</b></li> <li>• <b>Motion of thanks to the Togolese authorities</b></li> </ul> <hr/> <p><b>Closing Speech</b></p> <p style="text-align: right;"><i>The Ministry of Equipement, Mines, Postal Service and Telecoms of Togo</i></p>		

## Saturday April 25

<p><b>8:30 AM</b></p>	<p style="text-align: center;"><b>Field Visit</b></p> <p>for the available delegates, depending on their dates and times of departure</p> <p><b>The new roadtoll boothes (soon into service)</b></p>	<p><i>Assembling and review of all output documents, verification of additional documents to be translated, etc.</i></p> <p><i>Instructions for publication and distribution of the EGM Proceedings</i></p> <p style="text-align: right;"><i>Meeting secretaries + general moderator + a representative of the Executive Committee + translators</i></p>
-----------------------	--	--

