

COMISSÃO DA CEDEAO

ECOWAS COMMISSION



COMMISSION DE LA CEDEAO

ORIGINAL: ENGLISH

**REPORT OF THE CONSTITUTIVE MEETING OF THE  
COMMUNITY COMMITTEE FOR CONFORMITY  
ASSESSMENT OF ECOWAS (CCCA)**

**6<sup>th</sup>- 9<sup>th</sup> November, 2017**

**Abuja, NIGERIA  
BARCELONA HOTEL**

## 1. Context

The Constitutive Meeting of Community committee of Conformity Assessment (CCCA) of ECOWAS was held from 6<sup>th</sup> to 9<sup>th</sup> November 2017 at BARCELONA HOTELS in Abuja, Nigeria.

## 2. Workshop participants

The representatives of countries and institutions who attended the meeting (names and contacts details are given in the attached list of participants)

## 3. Workshop agenda

The work was carried out in accordance with the work program attached.

## 4. Setting up of the bureau

The meeting was chaired by Mr. Ezzo-Essosolim Aimé de Dieu TCHINGUILI representing the Federation of West African Employer's Association (FWAEA). The chairperson was supported by three rapporteurs from the following countries:

- 1<sup>st</sup> rapporteur: Mali
- 2<sup>nd</sup> rapporteur: Sierra Leone
- 3<sup>rd</sup> rapporteur: Cape Verde

## 5. Adoption of the rules of procedure of Community Committee of Conformity Assessment

The participants adopted the rules of procedures with the modifications summarized as follow.

Articles	Initial statement	Final statement
Article 3.1	CCCA members are chosen according to the provisions of Article 5 of Regulation C / REG.11 / 06/17	CCCA members are chosen according to the provisions of Article 5 of Regulation C / REG.11 / 06/17. All the members of the Committees have a mandate of 3 years renewable once.
Article 4. c)	Committees.	Sub-committees
Article 6.2 f)	Ensuring the participation of the CCCA	ensuring the participation of the President and the vice-president
Article 8. a)	Prepare meetings by consulting at national level all national stakeholders involved in Conformity Assessment.	Prepare meetings by consulting at national level all national stakeholders involved in Conformity Assessment (inspection, certification and tests/calibration);

Article 11.2)	shall determine the opening date and duration of the meetings	shall determine the date and duration of the meetings
Article 12	Any Member wishing to resign shall present to the President of CCCA a signed letter indicating effective end date of his/her term.	The resignation/replacement of any member of the CCEC shall be made by a letter sent by the Member States or organization to the ECOWAS Commissioner of Industry and Private Sector Promotion who notifies it to the President of the CCEC.
Article 19	In the absence of unanimity of views on a subject, it can be put to the vote on the terms of Article 17.	In the absence of unanimity of views on a subject, it can be put to the vote on the terms of Article 17 and 18.

#### **4. Adoption of the work plan**

The workplan 2017-2018 adopted is attached. (Appendix 1)

#### **5. Review of the profile of the officer in charge of Conformity Assessment**

The profile adopted by the committee member is attached (Appendix 2).

#### **6. Election of the President and the vice-President**

The elected president is Mr. Kafui Codjo KOUASSI (Togo) and Mrs. Isatou Binta KAMARA (Sierra Leone).

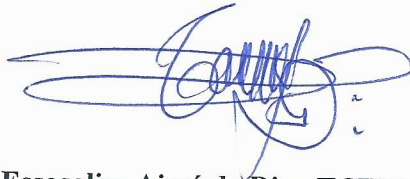
#### **7. Recommendations**

The CCCA recommended to ECOWAS Commission:

- At the place of “Resignation”, put “Replacement”: The replacement of each member of the community committee can be done by addressing a signed letter from country/organization to the ECOWAS commissioner who will notify the President of CCCA (Article 12)
- the duration of the mandate of community committees members can be renewable once as for the president and vice-president (Article 3, N°1).
- The enhancement of the implementation of the following activities:
  - Supporting for the development of the business plan should starts early in March 2018,
  - Recruitment of the officer of the conformity assessment secretariat to be done by the end of March 2018,
  - Start early the promotion of the ECOWAS brand in January 2018.

- Adopting the general rules of management of the regional brand of conformity to ECOWAS standards
- Adopting the architecture for the rules of products certification
- Adopting the architecture regarding the rules of mandating certification bodies
- Ensure the technical validation of records of entrustment of the national standards bodies for the allocation of the mark of conformity with regional standards

**Chair Person**



**Mr. Esso-Essosolim Aimé de Dieu TCHINGUILI**

## MEETING AGENDA

Time	Activities	Responsibilities
<b>Day 1</b>		
<b>Meetings of Community Committee for Conformity Assessment</b>		
14 :00-17 :00	<ul style="list-style-type: none"> <li>• Setting up of the bureau of the meeting</li> <li>• Adoption of the draft agenda</li> <li>• Review and adoption of the rules of procedures of the RAS or the concerned community committee</li> </ul>	Chairman and committee members
17 :00-17 :30	<b>Coffee Break</b>	
<b>Day 2</b>		
9 :00-10 :00	Presentation & adoption of the work plan 2017 – 2018	Chairman/ Experts
10 :00-10 :15	<b>Coffee Break</b>	
10 :15-13 :00	<ul style="list-style-type: none"> <li>• Presentation of the work plan of 2017-2018</li> <li>• Review of the profile for the position of RAS or concerned community committee secretary</li> </ul>	Chairman/ Experts
13 :00- 14 :00	<b>Lunch</b>	
14 :00- 16 :30	<ul style="list-style-type: none"> <li>• Review of the profile for the position of RAS or concerned community committee secretary</li> <li>• Election of the Chairman and Vice Chairman of the RAS or the concerned community committee</li> </ul>	
16 :30- 17 :00	<b>Coffee Break</b>	
<b>DAY 3</b>		
9:00-10:30	Drafting of the report of the constitutive meetings	Rapporteurs community committee
10:30 -11:00	<b>Coffee break</b>	
11:00: 13:00	<ul style="list-style-type: none"> <li>• Drafting of the report of the meetings</li> <li>• Preparation of the presentation of the chairman at the plenary meeting</li> </ul>	Chairman and rapporteurs of the committee
13:00-14:00	<b>Lunch</b>	
14:00- 16:45	Adoption of the report and the presentation of the chairman for the plenary meeting	Chairman and rapporteurs of the committee

**LIST OF ATTENDEES**

<b>Countries / organization</b>	<b>Names</b>	<b>Position</b>
BENIN	Youssouf MAMA SIKA	Chef Service Certification
BURKINA FASO	Djakaridja NYAMBA	Directeur du Contrôle de la Qualité
CAPE VERDE	Carlos TANCREDO	Technical cadre from IGQPI
COTE D'IVOIRE	Olga KOUASSI ASSOVIE	Directeur de l'organisme de certification BUREAU-NORME-AUDIT
GAMBIA	Joseph NDENN	Director, Conformity Assessment Division, TGSB
GHANA	Francis Bullen GAVOR	Business Development Manager on conformity
GUINEA	Joseph Tamba MANSARE	Chef Service Maîtrise Qualité et Evaluation de la conformité
BISSAU GUINEA	Hermenegildo de Oliveira Robalo JUNIOR	Responsable de Laboratoire de la Peche
LIBERIA	John HENA	Expert in Conformity Assessment National Standards Laboratory of Liberia
MALI	Amadou DIOP	Chef du Service Accréditation, AMANORM
NIGER		
NIGERIA		
SENEGAL	Aboubacry BARO	Responsable de ASN Certification
SIERRA LEONE	Isatu Binta KAMARA	Head of Food Laboratory and Quality Manager
TOGO	Kafui Codjo KOUASSI	Expert en évaluation de conformité
<b>PRIVATE SECTOR</b>		
FEWACCI	Nanika SAMBIGOU	Consultant

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Countries / organization	Names	Position
FOPAO	Esso Aimé de Dieu TCHINGUILI	Conseil National du Patronat du Togo (CNP TOGO)
EQUIPE TECHNIQUE		
RTCU-Abuja (REGIONAL TECHNICAL COORDINATION UNIT)	Koissi MIDAYE	Expert en Evaluation de conformité
	Cherif EZZINE	Expert en Evaluation de conformité, Certification Produit