

Report of the Constitutive Meeting for the Community Committee for Metrology (CCM)

06-09, November 2017

Abuja, NIGERIA

1. Introduction

The Constitutive Meetings of Regional Accreditation System (RAS) and Community Committees for Metrology, Technical Regulation and Conformity Assessment of ECOWAS were held from 06 to 09 November 2017 at BARCELONA HOTELS in Abuja, Nigeria. In accordance with the work program, separate meetings of RAS and Community Committees were held to deliberate on proposed agenda items surrounding the review and adoption of the rules of procedures, presentation and adoption of work-plan 2017-2018, review of the job description for the position of committee secretary, and election of President and Vice President of RAS and Community Committees.

Within this context, this report is made on the meeting held by members of the CCM.

2. Participants of the Meeting

The representatives of Member States and institutions who attended the meeting for the CCM (names and contacts details) are given in the attached list of participants in annex 1 of this report.

3. Deliberations

- *Self Introduction of Participants*

There was self-introduction by members of the CCM, present WASQP and PTB consultants, and Representative from PTB.

- *Word from the Chairman*

The Chairperson welcomed everyone to the meeting and admonished members to work towards ensuring that the objectives of the meeting are achieved

- *Adoption of the draft Agenda*

The agenda was revised to include a presentation from PTB on work-plan for the second phase of PTB-ECOWAS Metrology Program and Any Other Business (AOB). The final agenda used as tool for the conduct of the meeting is attached in annex 2 of this report.

4. Constitution of the bureau

The bureau of the meeting was constituted as follows:

- Chairperson: **Republic of Togo**
- Rapporteurs from the following Member States:
 - I. **Burkina Faso (French)**
 - II. **Cabo Verde (Portuguese)**
 - III. **Liberia (English)**

5. Presentations

- I. *The Review and Adoption of the Rules of procedures for the CCM*

The WAQSP consultant, Mr. Nimo Ahinkorah, who was assisted by Mr. Patrice Ntiyamira, PTB consultant and Mr. Florian Paffenholz, representative of PTB, facilitated the presentation on the review of the rules of procedures for the CCM. On the onset of his presentation, the CCM members reviewed the outline of the rules of procedures for the CCM and then went through the entire document article by article highlighting the general provisions, organization and operation and collective decisions making of the CCM. The newly amended rules of procedures of the CCM are attached in annex 3 of this report while detail of the amendments is captured in annex 4. With few changes incorporated into the document, members present at the meeting adopted the rules of procedures for the CCM.

II. Work-plan of the Next Phase of ECOWAS-PTB Metrology Program

Mr. Florian Paffenholz, the Project Coordinator of ECOWAS-PTB Metrology Program, made a presentation on the background, past achievements and overview of objectives and activities of the work-plan for the next phase of the program. He confirmed that once the project has been officially approved, it is expected for the next phase to commence early next year and at which time ECOWAS is required to call for a CCM meeting with relevant stakeholders to further deliberate on the detail implementation of the project.

III. Work plan of the CCM

The WAQSP Consultant, Mr. Nimo Ahinkorah, presented the review of the proposed work-plan 2017-2018 for the CCM. The review took into consideration the goal, objectives, activities, timelines, responsible parties and funding of the work-plan. Following each major theme of the work-plan, discussions were carried out in order to solicit views, comments and suggestions. Thereafter, recommendations made by members during the deliberation are captured under section 8 of this report, while the finalized adopted work-plan is attached to as annex 5 of this report.

IV. Job description of the officer in charge of the CCM

The term profile of the officer in charge was amended to job description of the officer in charge. The meeting therefore proposed the job description of the officer in charge of the CCM as attached to as annex 6 of the report.

6. Election of the president and the vice president of the CCM

The election of the president and vice president of the CCM was held through a balloting system by members present at the meeting. Three candidates from Benin (Mr. Gabriel Ahissou), Cote D'Ivoire (Mr. Emmanuel Deza Zabo) and Ghana (Mr. Paul Date) expressed their interests in position of the president. Each candidate was asked by the chairman of the meeting to briefly present his platform and thereafter voting was conducted. The results of the first round of voting by representatives of Member States present at the meeting showed a tie in votes between candidates of Benin and Ghana, while the candidate from Cote D'Ivoire took the least votes. The situation led to a second round of voting by representatives of Member States for the candidates of Benin and Ghana. The second round voting resulted to the candidate from Ghana emerging with the highest votes and was thereafter declared winner and elected president of the CCM. The representative from Benin accepted to take up the role for the position of the vice president, thus another round of vote was not necessary. He was

also declared vice president. For the voting statistics on the election process for the president and vice president for the CCM, please see annex 7 to this report.

In their acceptance remarks, both the newly elected president and vice president thanked members of the CCM for granting them such privilege. They also pledged their commitment in working hard to move the CCM forward and to ensure that metrology takes prominent stage in the quality infrastructure in West Africa and beyond.

Mr. Nimo Ahinkorah, WAQSP consultant, commended members of the CCM on the election of the president and vice president and admonished the newly elected leadership to work assiduously for the development of metrology in the region.

The representative of PTB made similar calls and pledged full support to the newly elected president and vice president of the CCM.

7. Any Other Business (AOB)

The CCM proposes a change of its name to ECOWAS Metrology (ECOMET) which is in line with Intra-Africa Metrology System (AFRIMETS) sub-regional metrology organization (SRMO) names.

8. Recommendations

The recommendations made during the course of deliberations of the meeting for the CCM are presented below:

a) ECOWAS

- Should take responsibility to solicit funding where there is no indication of a donor within the workplan ;
- Should ensure that conditions are improved for the effective participation of MS in ECOWAS meetings by making sure that :
 - o documentations are available in the three official languages
 - o intepretation of meetings into the three official ECOWAS languages ;
- Should facilitate the movement of artifacts in order to reduce delays at customs ;
- Should provide arrangement for improved traveling logistics for participants to CCM meetings ;
- Should make governments of Member States aware of their obligations in supporting metrology institutions, programs and developemt through budget allocations in their respective countries.

b) Member States :

- Should establish communication unit within their metrology institutions and ensure that staff are trained with revelant communication skills such that they can carry out effective communication and promotion of metrology services within both private and public sectors at national level ;

c) CCM Members

- Should ensure that reports on CCM meetings are tendered to their respective supervisors and follow-up for implementation of the recommendations contained in such reports of meetings.

9. Adoption of the report of the meeting

The report of the meeting was considered and adopted unanimously as amended.

Done at Abuja, Nigeria on the 08th November 2017



ESSIOMLE Koffi Biova

Republic of Togo

CHAIRPERSON