



Program for the implementation of the West Africa Quality System
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WAQSP West Africa
Quality System
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1. Context

The Constitutive Meeting of the Regional Accreditation System of ECOWAS was held from 06 to 09 November 2017 at BARCELONA HOTELS in Abuja, Nigeria.

2. Participants

The participants were:

- Representatives of ECOWAS Member States,
- Representatives of Private Sector,
- Representatives of Accreditation bodies within the region.

The names and contacts details are in Annex 1.

3. Agenda

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

4. Setting up of the bureau

The meeting was chaired by Marcel Gbaguidi from SOAC. The chairperson was supported by two rapporteurs from the following countries:

1st rapporteur: **Celestine OKANYA** (Nigeria, NINAS)

2nd rapporteur: **Natalino ANDRADE** (Cabo Verde, IGQPI)

5. Adoption of the rules of procedure of the Regional Accreditation System (RAS)

The participants implemented a method that consists of a careful reading of the articles, followed by the explanation and discussions of their context.

The members adopted the rules of procedure, taking into account their observations. They also made some recommendations for improvement.

6. Adoption of the work plan

The work plan was submitted to RAS members for comments and recommendations.

The members adopted the work plan, taking into account of few modifications.

7. Review of the profile of the secretary of RAS

Participants made some recommendations about the proposed profile. These recommendations are included in section 9 of this report. The profile was updated for submission to the ECOWAS Agency for Quality (ECOWAQ).

8. Election of the chair and the vice chair

Two candidates expressed their willingness to fill the position of RAS President:

- OKANYA CELESTINE from NINAS
- MARCEL GBAGUIDI from SOAC

Total number of vote casts: 10

At the end of the election:

- CELESTINE OKANYA was elected president of the RAS and
- Marcel GAGUIDI was elected vice-president of the RAS.

9. Recommendations

Regarding the rules of procedures (RP), members recommended:

- (a) The UEMOA Commission may take part in meetings of the Regional Accreditation System as an observer (refer to Article 3 (4) of RP);
- (b) If necessary, the President may be assisted by a technical expert at any meeting other than diplomatic meetings (refer to Article 5 (8) of RP);
- (c) Article 12 of the RP was modified as follows: "In case of unjustified extended absence at more than 3 consecutive meetings of any RAS member, the supervisory authority of the member concerned shall be informed of the situation and request his replacement".
- (d) The members have recommended that the Community Council for Quality (CCQ) may assess the RAS in addition to its self-assessment. This assessment will be based on the RAS approved work plan and objectives (refer to Article 20 of RP);
- (e) ECOWAS should align the translation between the French, English and Portuguese version of the Regulation C / REG.10 / 06/17 on the organization and functioning of the Regional Accreditation System, namely Article 7 (1).

Regarding the action plan, participants recommended:

- (f) Align the RAS program with that of AFRAC, ILAC and IAF,
- (g) Adhesion of the RAS to structures (AFRAC - IAF - ILAC),
- (h) Set up a communication plan by identifying the relevant targets.

Regarding the profile of the secretary, members recommended:

- (i) Involve RAS in the recruitment process for the position of the secretary,
- (j) The members suggested that the candidate for the secretary should have at least cumulative 10 years' experience.

Concerning the vote, the members recommended:

- (k) That in future meetings countries shall give a mandate for their representation.

Concerning funding, the members recommended:

- (l) That the RAS may seek support from partners for the development of its structure and documentation.

(m) Through its private sector members, the RAS should develop activities to support its funding.

Chair Person

Marcel GBAGUIDI

Abuja



08/11/17