



**ORGANIZATION OF
AFRICAN UNITY**

Secretariat
P. O. Box 3243

منظمة الوحدة الافريقية
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**ORGANISATION DE L'UNITE
AFRICAIN**

Secretariat
B. P. 3243

اديس ابابا * Addis Ababa

COUNCIL OF MINISTERS

Thirtieth Ordinary Session

February, 1978

CM/856(XXX)

CONSIDERATION OF APPLICATION FOR SUBVENTION BY RESEARCH
AND DOCUMENTATION CENTRE FOR AFRICA SOUTH OF THE
SAHARA (CERDAS)



CM/0856

MICROFICHE

Kinshasa, October 4, 1977

H.E. Mr. William ETEKI M'BOUMOUA
The Administrative Secretary-General
The Organization of African Unity
P.O.Box 3243
Addis Ababa
ETHIOPIA

Your Excellency,

On two occasions this year, CERDAS has sent Dr. Rukudzo MURAPA, our Research Coordinator to discuss with the relevant OAU officials the possibilities and procedures for funding by the OAU.

On April 18 Dr. MURAPA met with H.E. Mr. A.E.O. Nynnéque, the OAU Assistant Secretary-General (ECOSOC) and discussed areas of mutual interest between the OAU and CERDAS. They talked at great length about the respective research programmes and methods for seeking financial support from the OAU. Mr. Nynnéque urged that CERDAS submit requests for (a) emergency funding for a seminar on "The State and Role of Social Science in Africa" scheduled for 29 August - 2 September and (b) regular annual budget.

Accordingly, I wrote to you on 4 May (Ref. 129/DC/BM/KM/77) submitting the two budget requests.

Unfortunately I never received a response from you. Consequently, in August, I again sent Dr. MURAPA to Addis Ababa to follow up on the request in view of the fact that the dates for our seminar were fast approaching.

During this second mission, Dr. MURAPA did not find Mr. Nynnéque in town and instead had talks with Mr. O. OKELLO, the Chief of General Services. Mr. OKELLO suggested that CERDAS should submit a fresh request for consideration by the OAU.

It is for this reason that I am writing to you. Attached, therefore, please find the CERDAS budget request for the fiscal year 1978-79.

In addition to funding, we wish to ask for special assistance from the OAU in the form of personnel, particularly a bilingual secretary and a translator. During our seminars, we always have great need for simultaneous translators. For example in December we will hold a Seminar, either in Dar-es-Salaam or Lusaka on "Social Science Research Methodology and Development in Africa. We will need at least two translators (English and French) and if the OAU can help us, we shall greatly appreciate it.

In my letter of 4 May to you, I invited the OAU to appoint a representative who would serve as an Observer Member on our Governing Board since CERDAS enjoys Observer/Status with the OAU. May I hereby renew this invitation.

I am confident that our request will receive your immediate attention and serious consideration by you and the OAU Advisory Committee on Financial Affairs and I look forward to hearing from you soon.

Sincerely,

(Signed)

Prof. BONGOY Mpekesa
Director of CERDAS

Enclosures: (1) 1978-79 Budget Request

(2) CERDAS Statutes

(3) Notice of CERDAS Observer Status

BUDGET OF THE RESEARCH AND DOCUMENTATION
CENTRE FOR AFRICA SOUTH OF THE SAHARA
(CERDAS)

1000: Staff

Amount

80793Z

This amount represents the portion of the wages to be paid to those staff members who will be recruited from January 1978, as decided at the meeting of the Governing Council held in August 1976.

A. International Staff

- Deputy Director (.2 months)	\$13,000
- Information Officer (12 months)	\$12,000
- Research Co-ordinators (2 units 12 months)	\$12,000
	<u>x 2</u>
	24,000
Sub Total	\$49,000

B. Local Staff

- 1 Editor (12 months)	6,000Z
- 1 Translator (12 months)	6,000Z
- 1 Public Relations Officer (12 months)	2,800Z
- 1 Head of Administration (12 months)	6,000Z
- 1 Bilingual Typist	3,000Z
- 1 Assistant Information Officer	2,400Z
- 4 Instructors (National University of Zaire) UNAZA (extra)	5,760Z
- 2 Heads of Tutorials (UNAZA)(Extra)	3,600Z
- 1 Lecturer (UNAZA) (extr)	2,400Z
- 2 Drivers	<u>2,400Z</u>
Sub total	39,960Z

Total amount in Zaires: 40833 + 39960 = 80,793Z

1110 Medical Treatment and PharmacyAmount

950Z

This amount is intended for the nineteen staff members who will be present on 1 January, 50Z being allotted to each member as planned by the Rectorate.

1310 Training Course and Further TrainingAmount

600Z

This amount will be used in paying language courses for at least five staff members a year.

1320 AidsAmount

1900Z

These are financial interventions in case of mourning, thefts and fire. It is supposed that every staff member will be afflicted, at least once in 1978 and will be a financial help of 100Z in each case. Therefore, $100Z \times 19 = 1,900Z$ will be needed for the staff as a whole.

2130 Office supplies and printed matterAmount

10,024.75Z

The CERDAS as a new and autonomous organization will be called upon to publish a large number of documents namely: proceedings of seminars, progress and mission reports etc. Provision should therefore be made for a large quantity of office supplies. The following articles will be needed by the CERDAS in 1978:

	<u>Quantity</u>	<u>U.P in Z</u>	<u>Total Amount</u>
1 Duplicating paper (reams of 1000 sheets)	180	19,00	3420.00
Copying paper (reams of 1000 sheets)	50	8,50	425.00
Paper with printed address (reams of 1000 sheets)	10	30,00	300.00
Paer (ream)	20	5,00	100.00
2 Blue ball pens	100	0.19	19.00
Red ball pens	50	0.19	9.50
Black ball pens	50	0.19	9.50
Marking pens	50	1.00	50.00
3 Envelopes			
white	5000	0.10	500.00
Khaki large size	1000	0.50	500.00
Khaki small size	1000	0.30	300.00
4 Folders	1000	0.35	350.00
5 Stencils (packets)	125	13.00	1625.00
6 Stencil ink (tubes)	100	7.50	750.00
7 Carbon paper (packets)	20	5.00	100.00
8 Correcting fluid (bottle)	10	3.20	32.00
9 Erasers	10	1.20	12.00
10 Pencils	20	0.15	3.00
11 Lath	5	1.20	6.00
12 Pencil sharpe	2	5.00	10.00
13 Staples	5	7.95	39.75
14 Staples (boxes)	100	1.50	150.00
15 Perforators	3	25.50	76.50
16 Desk-pads	30	0.35	10.50

17 Ribbon (typewriter)	10	5.00	50.00
18 Clip (packets)	50	1.30	65.00
19 Drawing pins (packets)	30	0.20	6.00
20 Glue	10	0.60	6.00
4 Index cards	2000	0.30	<u>600.00</u>
		Total	<u>10,024.75</u> 7,335.25

2140 Products to be used in cleaning the premises

Amount 100,102

Purchase of powder soaps.
"elinittol"

2210 Maintenance of Buildings, property of the
UNAZA

Amount 200,002

This amount will be used in paying for possible repairs of the premises.

2250 Maintenance of equipment and furniture

The articles involved are adding machines, typewriters, photostat machine etc.

2260 Maintenance of Vehicles and spare parts

Amount 3,000Z

The CERDAS will maintain a total number of three vehicles in 1978.

2300	<u>Trips in Zaire</u>	640,00Z
	Kinshasa - Kisangani -	
	Kivu - Kinshasa	400,00Z
	Kinshasa-Lubumbashi-Kinshasa	240,00Z

Purpose: To establish personal contacts with centres or institutes concerned with social sciences among other subjects.

2311	<u>Subsistence allowance</u>	11200,00Z
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Two missions of thirty days to be undertaken by a lecturer with a daily allowance of 40Z:

$$40Z \times 30 = 1200,00Z$$

2321 Travels Abroad

The staff members of the CERDAS will travel to at least 20 African countries so as to establish the structure of a research and documentation network in social sciences in the sub-Saharan region.

To that must be added the travels undertaken in order to attend the meetings convened by the OAU since the CERDAS now benefits from the OAU observer status. Finally, an amount should be set aside for the international meetings in which the CERDAS will participate. Travelling expenses are estimated at 15,000Z.

2322 Subsistence allowance

Travelling fares are estimated at 15,000Z

2400 PublicationsAmount

42000Z

4 issues of "CERDAS-LIAISON" a year (an average of 30 pages) in English and French. 2000Z

Printing of 8 volumes: findings of eight research projects directed by the CERDAS and bearing on rural problems (four projects) and on town development problems (four projects) in six African countries: Cameroon, Ethiopia, Ivory Coast, Kenya, Tanzania and Zaire.

Amount to be allotted:

40000Z

2540 Post Office ChargesAmount

3000Z

Postal services (telex, telegrams, stamps, etc.) are often used by the CERDAS for its correspondence.

2550 Motor-fuel and LubricationAmount

6000Z

With the current cost of fuel, we anticipate a monthly average amount of 500Z for the purchase of fuel and lubricant.

2610 BooksAmount

10,000Z

The CERDAS is a recent establishment and aims at reaching the targets set by its founders. A library appropriate to the Centre will therefore be constituted. We planned to acquire for the library in 1978, books amounting at least to 10,000Z.

2620 Periodicals and Dailies

Amount 5,000.00Z

For reasons similar to those mentioned under item 2610, 5000 Ziares are allotted to the purchase of periodicals and dailies.

2630 Films

Amount 2,000Z

Reasons: Idem

To be added: micro-films and micro-fiches.

2730 Customs

Amount 1,500Z

To pay the services of the agencies clearing our goods from abroad at the custom - house (e.g. capital goods supplied by UNESCO) an amount of 1500 Zaire was allotted.

2810 Official receptionist and ceremonies

Since the CERDAS is an intergovernmental organ, several personalities passing through Kinshasa may express the wish to pay us a visit. One thousand Zaires is therefore allotted to a fund for entertainments.

Amount

100,000.00Z

One of the activities to which the CERDAS is giving a preference is the Organization of Symposia, Seminars or Training courses bringing together nationals of African countries of the sub-Saharan region with a view to establishing a consistent and lasting network likely to facilitate the coordination of research and documentations in social sciences at the level of the region.

A seminar will be organized quarterly in 1978. The themes are the following:

1. Economic and social transformation in Southern Africa.
2. Intra-African trade and regional planning in Africa.
3. Researches in social sciences in Africa and financing sources.
4. Problems raised by the establishment and the development of social services in the rural area.

Approximate cost of each meeting

1. Air tickets (15 to 20 people)	10,000Z
2. Cost of a simultaneous interpretation system (see Philips)	3,000Z
3. Hotel bills	4,000Z
4. Daily subsistence allowance	3,500Z
5. Interpreters	2,000Z
6. Miscellaneous	2,500Z
- Various supplies	
- Closing dinner	
- Travels	
- Refreshments etc.	

Total 25,000Z

2820 Insurance

Amount 2,000.00Z

Insurance of three vehicles (all inclusive policy) 20002 was allotted for 1978.

3300 Office supplies and equipment

Amount 17,500Z

To meet our ever increasing needs in office supplies and equipment, we are planning to acquire the following articles in 1978:

- 1 Photostat machine	4000Z
- 2 IBM typewriters	4000Z
- Internal communication system (see Philips)	3500Z
- 10 files with folders	4000Z
- 10 set of shelos	1500Z
- 10 files	500Z
Total	17,500Z

3500 Rolling-Stock

Amount 8,000Z

The CERDAS hopes to purchase one VW Koumbi for the transport of research workers and for the trips of participants during conferences.

3700 Office Furniture

Amount 3,700Z

To return to the Faculty some of its articles of furniture (much needed), the CERDAS hopes to purchase in 1978.

- 10 desks with drawers	2,500Z
- 10 Armchairs	<u>1,200Z</u>
Total	3,700Z

<u>Summary</u>	<u>in Ziares</u>	<u>in Dollars</u>
1. Staff	84,234	101,092
2. Operations	10,125	12,150
3. Maintenance and repairs	3,800	4,560
4. Missions and travels	31,840	38,208
5. Publications	42,000	50,400
6. Consumption	9,000	10,800
7. Documentation	17,000	20,400
8. Financing charges	1,500	1,800
9. Official expenses	1,000	1,200
10. Symposia-Seminars	100,000	120,000
11. Insurance	2,000	2,400
12. Material and equipment	<u>29,200</u>	<u>35,040</u>
Grand Total	331,699	398,050

Income estimates

1) African Governments	\$100,000
2) Zaire Government	130,000
3) OAU	100,000
4) UNESCO	50,000
5) Other sources	<u>18,050</u>
Total	\$398,050

N.B. The Zaire is converted at the rate of \$1.2

Done in Kinshasa on 18 August 1977

Mbonigaba Mugaruka
Administrative Director of
the CERDAS

NIAMEY BUREAU (cont'd)
TABLE SHOWING BUDGETARY POSITION
AS AT 31-5-74

Code	Title	Appropriations US\$	Total Expenditure US\$	Available or Excess Expenditure US\$
	<u>SECTION-VII</u> <u>Equipment</u>			
703	Typewriters	500.00	438.92	61.08
	Total Section VII	500.00	438.92	61.08
	GRAND TOTAL	61,054.00	54,370.11	6,683.89



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Organs

Council of Ministers & Executive Council Collection

1978-02

Consideration of Application for Subvention by Research and Documentation Centre for Africa South of the Sahara (CEDRAS)

Organization of African Unity

Organization of African Unity

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