



ORGANIZATION OF
AFRICAN UNITY
Secretariat
P. O. Box 3243

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ORGANIZATION DE L'UNITE
AFRICAIN
Secretariat
B. P. 3243

• • Addis Ababa • •

COUNCIL OF MINISTERS

Fortieth Ordinary Session

Addis Ababa, Ethiopia

27 February - 7 March 1984

OM/1234 (XL) Rev.1

REPORT OF THE THIRTY-SEVENTH ORDINARY SESSION
OF THE ADVISORY COMMITTEE ON ADMINISTRATIVE,
BUDGETARY AND FINANCIAL MATTERS (28 November
to 9 December 1983 and 19 - 22 December 1983



REPORT OF THE THIRTY-SEVENTH ORDINARY SESSION OF THE
ADVISORY COMMITTEE ON ADMINISTRATIVE, BUDGETARY AND
FINANCIAL MATTERS

The Council of Ministers, sitting in its Twenty-eighth Ordinary Session held in Lome, Togo, recommended in Resolution Cm/Res.528 (XVIII) as follows:-

"THAT HENCEFORTH, ALL THE MEMBER STATES REPRESENTED IN ADDIS ABABA AS WELL AS ETHIOPIA SHALL BE MEMBERS OF THE ADVISORY COMMITTEE ON BUDGETARY AND FINANCIAL MATTERS EXCEPT THE COUNTRIES PROVIDING THE OAU EXTERNAL AUDITORS;

THAT THE MEMBERS OF THE ADVISORY COMMITTEE ON BUDGETARY AND FINANCIAL MATTERS BE HENCEFORTH ASSISTED BY EXPERTS FROM MEMBER STATES, PARTICULARLY DURING THE DECEMBER SESSION. THE ADVISORY COMMITTEE SHALL EXAMINE IN DETAIL THE BUDGETARY AND FINANCIAL PROPOSALS AND SHALL SUBMIT ITS RECOMMENDATIONS TO THE FEBRUARY ORDINARY SESSION OF THE COUNCIL."

In accordance with the text of this decision, the composition of the Advisory Committee on Budgetary and Financial Matters is now as follows:-

Algeria	Ghana	Nigeria
Burundi	Guinea	Rwanda
Cameroon	Ivory Coast	Senegal
Chad	Kenya	Sierra Leone
Congo	Liberia	Sudan
Djibouti	Libya	Tanzania
Egypt	Malawi	Uganda
Ethiopia	Morocco	Zaire
Equatorial Guinea	Mozambique	Zambia
Gabon	Niger	Zimbabwe

Observers

- Madagascar
- Mali

2. The terms of Reference of the Advisory Committee on Administrative Budgetary and Financial Matters are as follows:-

- Examine the Draft Programme of Action and the annual budgetary estimates of the Organization drawn up by the General Secretariat;
- Examine all administrative and other matters with financial implications so as to enable the Council of Ministers to decide upon them;
- Submit to the Council of Ministers the final Draft Programme of Action and Budgetary Estimates accompanied by its comments, observations and recommendations;

- Examine during its ordinary meetings the reports of its Standing Sub-Committee of Resident-Members;
- Be referred to for advice on all other administrative, budgetary and financial matters of a general nature, either by the Council of Ministers, or the General Secretariat, or the Board of External Auditors;
- Examine the financial report of the Accounting Officer of the budget;
- Examine and appraise the annual report of the Head of Budget Control Division, he may, where necessary, submit the case together with his comments, to the Council of Ministers;
- Examine the report of the Board of External Auditors and, where necessary, shall submit his written comments to the Council of Ministers;

The Advisory Committee on Administrative, Budgetary and Financial Matters shall meet at the Headquarters of the Organization after being convened by the Secretary-General after consultation with the Chairman, twice a year in Ordinary Session; namely:-

- in May during the closure of the normal period of the Financial Year in order to appraise the situation as regards the administration of the budget and possibly examine the supplementary period of three months for the liquidation of commitments and obligations by the Organization;
- in November to examine, on the one hand, the final closure of the budget after expiry of supplementary period and, on the other, the Draft Programme of Action and Budgetary estimates for the following financial year as well as other reports relating to budgetary and financial matters and the administration of the budget during the previous financial year.

The Advisory Committee on Administrative, Budgetary and Financial Matters shall draw up its own Rules of Procedure which must be approved by the Council of Ministers.

3. A Sub-Committee of the Advisory Committee is also established in accordance with Article 35 of the Financial Rules and Regulations comprising of the Resident Members of the Advisory Committee in Addis Ababa and the Representative of the Host Country and with the following terms of reference:-

- Examine and supervise the administration of the Budget and in particular, the financial and accounting transaction of the General Secretariat and other Regional and Sub-Regional Offices of the Organization;

- Examine with a view to making a decision regarding any request for a transfer of authorized budgetary funds submitted by the Accounting Officer of the budget in order to cope with any excess expenditure over and above allocation;
- Examine with a view to taking a decision on all unforeseen or unauthorized expenditure which may be occasioned by the implementation of new and urgent decisions or projects;
- Have referred to it or be seized of all matters that may be raised on the subject of a priori signatures of the Head of Control Division and operations of the Finance Officer;
- Examine and supervise all budgetary and financial transactions which shall be submitted to it by the Accounting Officer, the Head of Control Division, the Finance Officer, the Loans Administration and Administrators of Loan Funds;
- Instruct, approve or reject any request aimed at effecting any withdrawal from the Working Capital Fund or any other Fund without prior authorization from the Advisory Committee and without justification;
- Draw up reports on each of its meetings and submit them to the Advisory Committee for consideration and approval;
- All decisions adopted by the Sub-Committee authorizing funds to meet excess expenditure, and all other unforeseen expenses should first be financed from a given percentage of all balances or available funds coming under specific codes for appropriations without, however, seriously affecting the Working Capital Fund, that if, without depriving it of additional allocations;
- The Advisory Sub-Committee on Administrative, Budgetary and Financial Matters shall meet regularly at the Headquarters of the Organization upon being convened by the Secretary-General after consultation with the Chairman of the Sub-Committee;
- The Rules of Procedure of the Advisory Committee on Administrative, Budgetary and Financial Matters shall govern the meetings of the Sub-Committee.

4. Opening Ceremony

H.E. Mr. Nathaniel Eastman, Ambassador of the Republic of Liberia, Chairman of the 36th Ordinary Session of the Advisory Committee declared open the 37th Ordinary Session of the Advisory Committee at 16.15 hours on November 28, 1983. In his brief opening remarks the Chairman welcomed his colleagues and in particular those who were attending the meeting for the first time, to the meeting which had not taken place since November 1981. It was his hope that the meeting would work constructively and present a meaningful budget to the Council of Ministers in February 1984.

5. He then gave the floor to Mr. Chimuka the Addistant Secretary-General in-charge-of Finance who read a message on behalf of the Secretary-General a.i. in which he outlined the priorities of the new administration and appealed to the members of the Advisory Committee to consider favourably the budget appropriations proposed by the Secretariat. The Assistant Secretary-General in-charge-of Finance also expressed, on behalf of the Secretariat his warm welcome to the members of the Advisory Committee and assured them that the Secretariat would fully co-operate with them to ensure that the meeting conducted its work in a business-like manner so that it could come to fruitful conclusions.

6. Adoption of the Agenda

The Committee adopted the Agenda as proposed by the Secretariat with two minor amendments, namely, inclusion of:

- i) Review of Conditions of Service and Per Diem Allowances of the General Secretariat;
- ii) Creation of contingency special fund for African Refugees,

which appeared on the final Agenda as items 8(d) and 8(h) respectively. The whole agenda adopted was as follows:-

A G E N D A

1. a) Opening Session
b) Adoption of the Agenda
c) Organization of Work
d) Election of Bureau
2. Statement of Outstanding Contributions due to the OAU Regular Budget, as at 31 October, 1983... CM/1223 (XL)
3. Statement of Expenditure as at 30th September 1983.. FBM/2 (XXXVII)
4. Consideration of the 1982/83 Financial Report..... CM/1224 (XL)
5. Consideration of the Report of the Board of External Auditors on the Accounts of the OAU and Comments of the General Secretariat..... CM/1225 (XL)

6. Consideration of Request for Refund of Expenses incurred for the OAU Peace-Keeping Force sent to Chad and Comments of the General Secretariat CM/1230 (XL)
 - a) by the Federal Republic of Nigeria..... Add. I
 - b) by the People's Republic of Congo Add. II
 - c) by the Republic of Kenya Add. III
7. Consideration of the Draft Budget for 1984/85 Financial Year CM/1226 (XL)
8. Request for Funds:
 - a) Additional Cost for the Renovation of OAU new Office in New York FBM/3 (XXXVII)
 - b) to service Afro-Arab Commission Meeting and Ministerial Conference FBM/4 (XXXVII)
 - c) to establish the Office of the International Project for the Fouta Djallon Region at Labe, Republic of Guinea..... FBM/5 (XXXVII)
 - d) Review of Conditions of Service and Per Diem Allowances of the General Secretariat.FBM/9 (XXXVII)
 - e) Introduction of Portuguese as an OAU Working Language FBM/6 (XXXVII)
 - f) Review of Education Grant FBM/7 (XXXVII)
 - g) Classification and Standardization of Posts of Secretaries, Clerks and other related Grades FBM/8 (XXXVII)
 - h) Creation of Contingency Special Fund for Refugees FBM/10 (XXXVII)
9. Application for Subventions Submitted by:
 - a) Association for the Advancement of Agricultural Sciences in Africa..... CM/1227 (XL)
 - b) Association for Social Work Education in Africa (ASWEA) CM/1228 (XL)
 - c) Institute for International Relations of Cameroon
 - d) Pan-African Youth Movement

- e) Association of African Universities....
- f) Pan-African Women's Organization
- g) Supreme Council for Sport in Africa.....
- h) International Congress of African Studies..
- i) Organization of African Trade Union
Unity (OATUU) CM/1231 (XL)

10. Review of Criteria for Granting Observer Status. CM/1229 (XL)

11. Any Other Business.

7. Organization of Work

The Committee agreed on the following traditional working hours:

Morning	-	10.00	-	13.00 hrs
Afternoon	-	16.00	-	19.00 hrs

8. Election of the Bureau

The Committee elected the following to the Bureau:

H.E. Mr. Simon Nko'o Etoungou, Ambassador of Cameroon	- Chairman
H.E. Dr. T. Jokonya, Ambassador of Zimbabwe	- Vice-Chairman
H.E. Mr. Khalifa A. Bazelya, Secretary of the People's Committee of the Libyan People's Bureau	- Rapporteur

9. The Out-going Chairman, H.E. Ambassador Eastman thanked the Committee for the co-operation that it had extended to him during his 5 years as its Chairman and he appealed to the Committee to extend the same hand of co-operation to his successor. In his acceptancy remarks the new Chairman thanked the Committee for the confidence they had shown in him and members of his Bureau. In assuring them of his co-operation he also appealed to them to assist him in this onerous job.

10. In a similar vein the Assistant Secretary-General in-charge-of of Finance congratulated Ambassador Eastman for the excellent job he had done as Chairman of the Advisory Committee and wished him well. He also assured the new Chairman, Ambassador Simon Etoungou of the willingness of the Secretariat to collaborate fully with his Bureau, in the interest of the Organization and expressed the hope that the meeting would work in a serene and objective manner.

STATEMENT OF OUTSTANDING CONTRIBUTIONS DUE TO
THE OAU REGULAR BUDGET, AS AT 31 OCTOBER 1983

(Document CM/1223 (XL))

11. The Assistant Secretary-General (Finance) introduced the document. He gave the analysis of the outstanding arrears from 1965 to 1982 and 1982 to 1983. He expressed the Secretariat's grave concern over the huge amount outstanding since 1965 and explained the difficulties of the Secretariat in using available fund to meet its obligations. He however mentioned the controversy over the scale of assessment.

12. The members of the Advisory Committee discussed the problem of outstanding arrears on contribution at length. Many members contested the arrears shown against their countries and requested the Secretariat for explanation. Members also suggested that countries having outstanding arrears should be denied voting rights in accordance with the standing rules.

13. After the explanations of the Secretariat on all the issues raised by the members of the Advisory Committee, the Chairman congratulated two member countries: Congo and Zambia for paying up their contributions promptly without any arrears.

After that the Committee recommended that:

- a) THERE SHOULD BE CO-OPERATION AND COLLABORATION BETWEEN THE SECRETARIAT AND THE MEMBER STATES WHOSE MISSIONS ARE SITUATED IN ADDIS ABABA TO REGULARLY DISCUSS DISCREPANCIES OR DIFFERENCES ARISING FROM OUTSTANDING ARREARS OF CONTRIBUTION.
- b) TO REVIVE THE SUB-COMMITTEE WHICH HAD BEEN SET UP FOR THE REVIEW OF THE SCALE OF ASSESSMENT SINCE THREE YEARS AGO HEADED BY TUNISIA AND TO REQUEST THE SUB-COMMITTEE TO SUBMIT ITS RECOMMENDATIONS TO THE COUNCIL OF MINISTERS.,
- c) THE SECRETARIAT SHOULD INFORM ALL MEMBER STATES ABOUT THE NEW AND OLD SCALES OF ASSESSMENTS.

STATEMENT OF EXPENDITURE AS AT 30TH SEPTEMBER 1983

(Document FBM/2 (XXXVII))

14. The Assistant Secretary-General (Finance) briefly introduced the Document No. FBM/2 (XXXVII) - Statement of Expenditure as at 30th September 1983. He informed the Committee that the document was basically for information as it reflected the trend in the budgetary performance for the current financial year for the period 1st June to 30th September, 1983.

15. Some Members of the Committee raised a number of questions on certain expenditure codes stated in the document to which the Secretariat gave necessary explanations.
16. In the light of the statements made by the Secretariat, the Committee then agreed that the document should be noted and referred to when considering the 1984/85 budgetary proposals.

CONSIDERATION OF THE 1982/83 FINANCIAL REPORT

(DOCUMENT CM/1224 (XL)) AND THE REPORT OF THE

BOARD OF EXTERNAL AUDITORS

(DOC. CM/1225 (XL))

17. The Assistant Secretary-General, Finance, in presenting document CM/1224 (XL) - 1982/83, Financial Report informed the Advisory Committee that the 1982/83 budget commenced with a total provision of US \$21,963,304 and following the decision of the 19th Summit, the budget was subsequently revised to US \$21,466,578, that was a reduction of US\$501,726.88. As a result of the crisis in the Organization coupled with financial constraints, the Secretariat pruned down considerably its programme of activities for the year 1982/83.

18. The attention of the Advisory Committee was drawn to the fact that while the total expenditure in 1982/83 was US \$13,194,370.06, the contributions for 1982/83 budget received were US \$8,313,554.35. However, the Secretariat managed to carry on its activities because during the year it also received arrears of contributions for the previous budgets.

19. The Secretariat again emphasized the problem of arrears and the difficulties encountered under this situation in carrying out its assigned programmes. As at 31st May, 1983 the total arrears of contribution to the General Fund was US \$25,762,225.26 and US \$129,423.27 to other OAU funds.

20. Before the Committee started to consider the document, a Member of the Committee suggested that the document should be discussed along with Document CM/1225 (XL) - the Report of the Board of External Auditors on the grounds that the two documents were related as they both dealt with the financial management for the year 1982/83. It was so agreed.

21. Before the Chairman of the Advisory Committee called on the Chairman of the Board of External Auditors to introduce his report, the Committee noted that the General Secretariat did not make available its comments on the External Auditors Report. To save time the Chairman of the Advisory Committee suggested to continue with the Auditors Report and accept verbal comments until the Secretariat was able to provide written comments.

22. In his introduction, the Chairman of the Board of External Auditors gave a detailed and exhaustive report in which he highlighted the financial management of the Organization.

23. The Chairman of the Board of External Auditors informed the Committee that the Auditors examined the financial reports of the General Secretariat and all its Regional and Sub-Regional Offices and after a careful consideration of the accounts delivered to the Director of Finance an audit certificate of satisfaction and sound budget management during the 1982/83 financial year.

24. The Chairman of the Board, however, enumerated certain areas of the financial management which required improvement and drew the attention of the Committee to the Auditors' recommendations on those matters amongst which were the following:-

Member States Contributions

25. The Board of External Auditors observed that many Member States had failed to pay their contributions into the Regular Budget thereby placing the Organization in a severe financial situation which had crippled a sizeable portion of its activities.

Over-expenditure

26. The Board of External Auditors remarked that while the General Secretariat was commended for the prudent execution of the 1982/83 budget in complying with the resolution of the Assembly of Heads of State and Government, it, however observed over-expenditure, on Section IV of the budget comprising Codes 400 to 406 - Rental and Maintenance of Equipment and Premises, in the amount of US \$12,012.97.

Advances Recoverable

27. The Board of External Auditors noted that advances recoverable due from individuals, non-staff members of the General Secretariat, including some Inter-African and International Organizations, for a long time, amounted to US \$120,317.94.

Problem of MCOs

28. The Board expressed concern about the issuance of MCOs as observed in the previous years.

Terminal Expenses

29. The Board mentioned that the terminal allowance of US \$6.00 fixed in 1971 appeared inadequate.

OAU Clinic

30. On the OAU Clinic, the Board of External Auditors expressed the view that the Clinic needed improvement of additional medical equipments and staff.

31. On the Regional Offices the Chairman of the Board of External Auditors drew the attention of the Committee to the need for the Accountants to be independent of their immediate supervisors with respect to financial management of the offices which he hoped would improve the overall financial performance. He further observed that in some offices there were omissions in the recordings of some accounts and sometimes obligations were mistaken for balances when they should actually appear as expenditures for the pertinent fiscal year. He suggested that there should be Internal Auditors to carry out regular on-the-spot and surprise checks on the Regional and Sub-Regional Offices.

32. The Chairman of the Board of External Auditors stressed the need for Headquarters to transfer subventions to the Regional and Sub-Regional Offices to cover especially Personal Emoluments at the beginning of each financial year to avoid a situation as had arisen in some offices where staff could not be paid their salaries for four months.

He drew the attention of the Committee to the low salaries given to some categories of locally recruited staff especially Secretaries in the Regional Offices and requested the Committee to find a meaningful solution to the problem.

33. The attention of the Committee was also drawn to the need to review the Education Allowance taking into account increases in fees in all schools.

34. In conclusion, the Chairman of the Board of External Auditors appealed to the Committee to revise the per diem allowance for the Members of the Board of External Auditors as the existing allowance appeared to be inadequate to meet their commitments because of high cost of living.

35. Members of the Advisory Committee then sought clarifications from the Chairman of the Board of External Auditors on the following:-

- i) It was observed that the Financial Report contained expenditures on UNESCO fund, but the Committee noted that no statement on UNESCO fund was reported by the External Auditors, in this connection, the Committee wanted to know whether the Board of External Auditors received all the documents necessary for their auditing work;
- ii) The Committee also asked for:
 - a) information on all OAU sources of income;
 - b) how many accounts the OAU has;
 - c) the present state of the OAU working Capital Fund; and
 - d) whether the Board of External Auditors was aware of the agreement the OAU had entered into with the International Organizations and the financial obligations thereof.

36. In reply, the Chairman of the Board of External Auditors informed the Committee that his Board had no up-to-date accounts for funds received from International Organizations. However, he admitted that the Secretariat had put at their disposal all the OAU documents including the financial report which contained information on the management of funds donated to OAU by International Organizations.

37. He further stated that they were faced with some technical problems in that interpretation facilities were not provided during the meetings of the Auditors which was why regular meetings to exchange views between members of the Board could not be held.

38. The Committee deplored the failure of the Secretariat to make available to them written comments on the Board of External Auditors' Report and called on the Secretariat to make, a statement on the External Auditors' Report.

39. On the question of expenditures on UNESCO fund, the Secretariat explained that they were expenses incurred on telex messages for the organization and cancellation of the Conference of Panel of Scientists scheduled to hold at Yamoussoukro in Ivory Coast which was twice cancelled because of the prevailing crisis in the OAU at the time.

40. On the issue of MCOs the Secretariat explained that MCOs were issued to Staff Members in accordance with the Staff Rules and Regulations of the OAU and that strict controls were currently being exercised by the new administration to remove all complaints of abuse reported in the past. Staff Members had been requested to justify the utilization of MCOs issued to them on return from home leave.

41. On the point raised by the Board of External Auditors regarding the independency of the Accountants in the Regional and Sub-Regional Offices, it was the view of the Secretariat that the Accountants should be answerable to their immediate Supervisors.

42. After the Secretariat had given clarifications on other questions raised, the Committee then made the following recommendations:

RECOMMENDATION:

- i) TOOK NOTE OF THE FINANCIAL REPORT AND THE REPORT OF THE BOARD OF EXTERNAL AUDITORS TO WHICH REFERENCE COULD BE MADE DURING THE CONSIDERATION OF THE BUDGETARY PROPOSALS;
- ii) THAT THE GENERAL SECRETARIAT SHOULD MAKE AVAILABLE IN GOOD TIME TO THE MEMBERS OF THE ADVISORY COMMITTEE WRITTEN COMMENTS ON THE REPORT OF THE BOARD OF EXTERNAL AUDITORS FOR THE HEADQUARTERS AND ALL THE REGIONAL AND SUB-REGIONAL OFFICES;

- iii) THAT THE GENERAL SECRETARIAT SHOULD TAKE ADEQUATE MEASURES TO RECOVER ADVANCES AS THEY HAVE BEEN OUTSTANDING FOR A LONG TIME;
- iv) THAT THE ACCOUNTANTS IN THE REGIONAL AND SUB-REGIONAL OFFICES SHOULD BE ANSWERABLE TO THE EXECUTIVE SECRETARIES AND DIRECTORS RESPECTIVELY;
- v) THAT THE REQUESTS MADE BY THE BOARD OF EXTERNAL AUDITORS IN RESPECT OF: REVIEW OF TERMINAL ALLOWANCE, EDUCATION ALLOWANCE, SALARY OF LOCALLY RECRUITED STAFF AND PER DIEM ALLOWANCES FOR THE MEMBERS OF THE EXTERNAL AUDITORS SHOULD BE DISCUSSED UNDER THE APPROPRIATE ITEMS ON THE AGENDA;
- vi) THAT THE GENERAL SECRETARIAT IN FUTURE SHOULD PROVIDE INTERPRETATION FACILITIES FOR THE BOARD OF EXTERNAL AUDITORS' MEETINGS;
- vii) THAT THE BOARD OF EXTERNAL AUDITORS SHOULD IN FUTURE AUDIT ALL THE OAU FUNDS INCLUDING DONATIONS FROM INTERNATIONAL ORGANIZATIONS AND ANY OTHER SOURCES.

CONSIDERATION OF REQUESTS FOR REFUND OF EXPENSES
INCURRED ON THE MAINTENANCE OF THE OAU PEACE-
KEEPING FORCE IN CHAD AND THE COMMENTS OF THE
GENERAL SECRETARIAT - (DOC. CM/1230 (XL))

43. The Assistant Secretary-General in-charge of Finance introduced Doc. CM/1230 (XL) and said that the document referred to the decision taken by the OAU Summit in Nairobi and the 19th Assembly of Heads of State and Government in Addis Ababa, which requested the Advisory Committee to study the financial implications of contributions to the Pan-African Peace-keeping Force in Chad and submit its recommendations to the Council of Ministers. He also stated that the document indicated all the expenditures incurred by Nigeria, Kenya and Congo.

44. After the introduction, the Chairman opened the discussion on the points contained in the document and several delegates contributed to the discussion. Some of them wondered as to why the OAU should be asked to refund to the countries concerned the expenses which they had incurred.

45. While several delegates emphasized that Congo had the right to ask for a refund, on the basis of the decision of the Council of Ministers in February 1981, they mentioned that the 19th Summit did not take any decision to the effect that the OAU should refund any expenses and that it had only asked the Advisory Committee to study the financial implications resulting from the dispatch of the Peace-keeping Force in Chad.

46. Another delegation said that there was a basis for refunding other countries and that it was clearly indicated in the final communique of the Mini-Summit held in Kinshasa.

47. During the discussions on this question, mention was made of the principle of volunteering and that the countries that had sent their troops to Chad did so voluntarily, in that the Nairobi Summit did not compel any particular country to send any troops to Chad.

48. Some delegations observed that Nigeria being the only country that presented detailed expenses, the Committee could not decide on the financial implications for all countries that were involved in the Peace-keeping Force in Chad. Others established that countries that sent teams of observers should equally submit their expenses.

49. At the end of the discussions, the Chairman summarized the proceedings as follows:-

- a) that some delegations observed that the 38th Session of the Council of Ministers took a decision on the basis for refunding the People's Republic of the Congo;
- b) that Senegal, Nigeria and Zaire have all sent troops to Chad but Nigeria and Zaire, amongst the three countries, submitted detailed reports on the expenditure incurred for the maintenance of their troops in Chad;
- c) that some delegations suggested that Member States that were members of the Observer Group should also submit detailed information regarding expenditure incurred by them.

50. RECOMMENDATIONS

- a) THERE WAS NO CONSENSUS ON THIS ISSUE AND THEREFORE THE COMMITTEE COULD NOT REACH A CONCLUSION WHICH SHOULD FORM THE BASIS FOR AN APPROPRIATE RECOMMENDATION TO BE SUBMITTED TO THE COUNCIL OF MINISTERS;
- b) OTHER COUNTRIES THAT CONTRIBUTED TROOPS TO THE PEACE-KEEPING FORCE IN CHAD SHOULD BE REQUESTED TO SUBMIT DETAILED REPORTS OF THE EXPENSES INCURRED BY THEM;
- c) THE GENERAL SECRETARIAT SHOULD SUBMIT TO THE ADVISORY COMMITTEE ALL RELEVANT REPORTS AND DECISIONS AND PREPARE AN EXPLANATORY NOTE BASED ON THE DECISIONS TAKEN IN THIS REGARD;
- d) THE ADVISORY COMMITTEE SHOULD SUBMIT AN INTERIM REPORT TO THE COUNCIL OF MINISTERS.

CONSIDERATION OF DRAFT BUDGET FOR 1984/85 FINANCIALYEAR - (Document CM/1226 (XL))

51. The Assistant Secretary-General (Finance) introduced document CM/1226 (XL) - Draft Budget for the Financial Year 1984/85. In his introduction he stated that the General Secretariat had proposed the budget on a realistic basis to enable the Organization achieve its goals taking into account the burden that the budget would put on the Member States. Therefore, the Draft Budget was an austerity Budget warranted by economic situation of many African countries resulting from the economic recession, difficulties in balance of payment, and the increase in cost of energy, etc.... He added that the Budget was prepared to cater for top priorities and that the overall total of the Budget was US \$26,372,811.00 which has an increase of US \$2,759,485.00 or 11.68% over the 1983/84 Budget.

52. Following this introduction, the Committee Members made some comments of which the most substantive ones were the following:

- a) The Draft Budget was not an austerity one since it did not take into account the difficult economic situation of Member States, and it did not also define the objectives it was intended to achieve;
- b) When preparing the Budget, the General Secretariat did not take into account the Advisory Committee's recommendation that the Budget should be divided into two parts, the first dealing with Regular Budget and the second with the investment Budget for the Development of Africa within the framework of the Lagos Plan of Action;
- c) The Committee equally noted that the Budgetary Proposals had not been rationally prepared and therefore stressed that this should be done in future.

53. After listening to the General Secretariat's clarification, the Committee's Chairman suggested that the Draft Budget be considered as proposed, taking into account the following recommendations which should be binding on the Secretariat in future.

54. RECOMMENDATIONS:-

- a) TO SUBMIT A REPORT INTRODUCING THE BUDGET THAT INCLUDES ON THE ONE HAND THE ANALYSIS OF THE CONDITIONS OF THE BUDGET PERFORMANCE OF THE PAST FINANCIAL YEAR WITH REGARDS TO THE ACCOUNTS AND THE WORK PROGRAMMES AND ON THE OTHER HAND DEFINING NEW OBJECTIVES TO BE ATTAINED BEARING IN MIND PARTICULARLY THE ECONOMIC SITUATION OF MEMBER STATES;

- b) THE RECOMMENDATIONS OF THE ADVISORY COMMITTEE AT ITS 36TH ORDINARY SESSION SHOULD BE SCRUPULOUSLY ADHERED TO IN PREPARING THE BUDGET IN TWO PARTS: THE FIRST DEALING WITH REGULAR BUDGET AND THE SECOND WITH THE INVESTMENT BUDGET.

CONSIDERATION OF THE BUDGET PROPOSAL OF THE FINANCIAL
YEAR 1984/85 - DOCUMENT NO. CM/1226 (XL)

PART I - A

OFFICE OF THE SECRETARY-GENERAL AND ASSISTANT SECRETARIES-GENERAL

55. The Committee considered the budget estimates for the Office of the Secretary-General and the Assistant Secretaries-General, under Code 100 - Personal Emoluments, which also includes, the household staff, Inspectorate and Afro-Arab Co-operation Division. It was observed that increase on the personal emoluments were normal increments.

RECOMMENDATION:-

THE COMMITTEE APPROVED THE APPROPRIATIONS OF US \$475,279.00 UNDER THIS CODE.

PART I - B

CABINET - CODE 100 - PERSONAL EMOLUMENTS

56. The Cabinet of the Secretary-General comprises, the Chief of Cabinet, Registry, Protocol, Press and Information, Legal and the Security Service. The Committee in considering the Budget estimates under Code 100 - Personal Emoluments for the Cabinet of the Secretary-General requested explanation from the General Secretariat for putting the Chief of Cabinet at P4 Step 10. Another delegation requested clarification on the exact designation of the incumbent whether he is Director or Chief of Cabinet. Then the General Secretariat explained that the amount in the Budget estimate was the salary of the previous incumbent which was very low for the position and the Secretariat was recommending to the Committee to upgrade the post to be commensurate with his responsibility. The Secretariat wanted the designation of the post be altered in the Budget to Director of Cabinet rather than a Chief of Cabinet which is of a lower rank.

57. The Committee then recommended as follows:-

- i) THAT THE NEW CHIEF OF CABINET BE APPOINTED ON THE SAME GRADE AND STEP AS THE FORMER CHIEF OF CABINET WAS RECRUITED AT P4 STEP 6;
- ii) THAT THE JOB DESCRIPTION OF THE CHIEF OF CABINET AND THE RELATIONSHIP OF HIS OFFICE VIS-A-VIS THE POLITICAL APPOINTEES;

INSPECTOR-GENERAL, THE EXECUTIVE SECRETARIES AND THE DIRECTORS OF DEPARTMENTS IN THE ORGANIZATION BE DEFINED BY THE SECRETARIAT AND SUBMITTED THE COMMITTEE OF 14 EXPERTS MANDATED TO REVIEW THE OAU STRUCTURE;

- iii) APPROVED THE APPROPRIATIONS OF US \$534,961.00 FOR CODE 100 - PERSONAL EMOUMENTS OF THE CABINET OF THE SECRETARY-GENERAL.

PART I - C

ADMINISTRATION AND CONFERENCES DEPARTMENT

58. During the consideration of the Budget estimates on Code 100 - Personal Emoluments for the Administration and Conferences Department, the Committee wanted to know from the Secretariat whether the post of the Director of Administration was vacant and if so, why the post was not advertised.

59. The Secretariat explained that the post of Director of Administration was not vacant and therefore not advertised but the post was being temporarily assigned to the Inspector-General in addition to his duties.

60. The Secretariat, informed the Committee of an abnormal administrative situation obtaining in the Reproduction Unit of the Conference Division: 14 Collators were recruited, 13 of whom were placed on GS5 Grade and one on GS6. This disparity created frustration among the staff members of the lower grade: The Secretariat would therefore like to harmonize the situation.

61. A long discussion took place and three trends were identified among the Committee members as follows:- i) to reclassify the 13 Collators; ii) to redeploy the staff member on GS6 to other duties or iii) to bring the staff member on GS6 to a lower grade.

62. The General Secretariat had admitted committing an administrative error during the recruitment of the Collators and the Committee therefore accepted to correct that error by upgrading the staff concerned.

63. The Secretariat also raised the difficulties it encountered in recruiting Precis-Writers at Salary Grade of P1, as their job descriptions and qualifications demanded to be rated at a higher grade. The Secretariat further requested the Committee to increase the number of Precis-Writers to four or six in each OAU official language.

64. After lengthy deliberations of all the above issues the Committee recommended that:-

RECOMMENDATIONS:-

- a) THE SECRETARIAT SHOULD PUT AN END TO THE TEMPORARY PROCEDURE AND THERE SHOULD BE A SEPARATION BETWEEN

THE INCUMBENT OF THE POST OF THE INSPECTOR-
GENERAL AND THAT OF THE DIRECTOR OF ADMINISTRATION
DEPARTMENT;

- b) 1) REGULARIZE THE ADMINISTRATIVE SITUATION OF
13 COLLECTORS BY PLACING THEM ON GS6;
- 2) THE RECLASSIFICATION SHALL TAKE EFFECT
FROM 1 JUNE 1984 IN ACCORDANCE WITH THE
ENTRY INTO FORCE OF THE BUDGET OF THE
FINANCIAL YEAR 1984/85;
- 3) i) THE FINANCIAL IMPLICATIONS OF
THIS EXERCISE AMOUNTS TO US \$1,498.00;
- 4) TO FORESTALL SIMILAR SITUATIONS, THE
SECRETARIAT SHOULD SUBMIT POSSIBLE
CASES OF FRUSTRATION OF OTHER STAFF
MEMBERS OF THE ORGANIZATION TO THE
ADVISORY COMMITTEE FOR CONSIDERATION;
- c) ~~PRECIS-WRITERS SHOULD BE DISCUSSED UNDER ITEM 8 OF~~
THE AGENDA;
- d) APPROVED THE APPROPRIATIONS OF US \$1,432,931.00 FOR
THE PERSONAL EMOLUMENTS OF THE STAFF OF THE ADMINI-
STRATION AND CONFERENCE DEPARTMENT.

65. The delegation of Egypt was not satisfied with the explanations given by the General Secretariat concerning the Director of Administration Department and therefore registered its reservations.

PART I - D FINANCE DEPARTMENT

66. The Committee considered the Budget estimates under the Department of Finance and was satisfied that the increments on the Personal Emoluments were normal.

RECOMMENDATION

THE COMMITTEE APPROVED THE APPROPRIATIONS OF
US \$352,567.00 FOR THE PERSONAL EMOLUMENTS OF
THE STAFF OF THE FINANCE DEPARTMENT.

PART I - E POLITICAL DEPARTMENT

67. The Committee considered the Budget estimates under the Political Department for Code 100 - Personal Emoluments. The Committee deplored some mistakes on the salaries of three co-ordinators and after the Secretariat had effected corrections recommended as follows:-

RECOMMENDATION

THE COMMITTEE APPROVED THE APPROPRIATIONS OF
US \$498,358.00 UNDER THIS CODE.

PART I - F

ECONOMIC DEVELOPMENT AND CO-OPERATION DEPARTMENT

68. The Committee considered the Budget estimates on Code 100 -
Personal Emoluments under this Department and recommended as follows:-

RECOMMENDATION:-

THE COMMITTEE APPROVED THE APPROPRIATIONS OF
US \$587,510.00 UNDER THIS CODE.

PART I - G

EDUCATION, SCIENCE, CULTURE AND SOCIAL AFFAIRS DEPARTMENT

69. The Committee considered the Budget estimates on Code 100 -
Personal Emoluments under this Department and recommended as follows:-

RECOMMENDATION:-

THE COMMITTEE APPROVED THE APPROPRIATIONS OF
US \$525,182.00 UNDER THIS CODE..

CODE 102 - TEMPORARY ASSISTANCE

70. The Committee considered the Budget estimate under Code 102 -
Temporary Assistance and recommended as follows:-

RECOMMENDATION:-

THE COMMITTEE APPROVED THE APPROPRIATION OF
US \$39,563.00 FOR THIS CODE.

CODE 103 - OVERTIME AND NIGHT

DIFFERENTIAL

71. The Committee considered the Budget estimate under this Code
and recommended as follows:-

RECOMMENDATION:-

THE COMMITTEE APPROVED THE APPROPRIATION OF
US \$12,517.00 UNDER THIS CODE.

CODES 200 TO 218 - COMMON STAFF COSTS

72. The Committee considered the Budget estimates code by code and after stressing the need for certain codes to be increased and cut down on certain requests, approved the appropriations of US \$5,376,818.00 as follows:-

RECOMMENDATIONS:-

CODE 200	- Travel on Initial Recruitment	US \$ 129,352.00
201	- Travel on Home Leave	297,795.00
202	- Travel on Transfer	66,120.00
203	- Installation Allowance	285,000.00
204	- Dependency Allowance	215,500.00
205	- Housing Allowance	1,409,392.00
206	- Pension Fund	359,381.00
207	- Insurance and Social Security Scheme	60,000.00
208	- Medical Scheme	150,000.00
209	- Gratuity on Completion of Service (Contract Staff)	52,000.00
212	- Education Allowance	625,000.00
213	- Post Adjustment Allowance	1,561,278.00
214	- Training Scheme	36,000.00
215	- Interviews for New Appointment	10,000.00
216	- Gratuity Political Appointees	-
217	- Travel on Separation from Service	20,000.00
218	- Acting Allowance	30,000.00
TOTAL		<u>US\$ 5,376,818.00</u>

213. - Post Adjustment Allowance

73. After a lengthy debate at the Advisory Committee level and at the level of the Sub-Committee entrusted with the consideration of this matter, it was decided that the General Secretariat should within a short time prepare a document outlining all elements for appreciation to enable the Advisory Committee determine or fix correctly the new Post Adjustment Allowance. Consequently, the amount approved for Post Adjustment Allowance is provisional subject to the Sub-Committee of 14 recommendations on the matter.

Codes 300 - 311 - Travel on Official Mission

74. The Committee considered the Budget estimates on Codes 300 to 311 Travel on Official Mission, in a lump sum and recommended as follows:-

RECOMMENDATION:-

THE COMMITTEE APPROVED A GLOBAL SUM OF US \$600,000.00, AND REQUESTED THE SECRETARY-GENERAL a.i. TO APPORTION THE APPROPRIATIONS AMONG THE DIFFERENT SERVICES.

75. Ghana delegation disagreed with the method by which the Committee adopted the appropriation globally instead of examining the estimates code by code and therefore registered its reservations on the recommendation.

Codes 400 to 406 - Rental and Maintenance of
Equipment and Premises

76. The Committee considered the Budget estimates under Codes 400 to 406 code by code and recommended as follows:-

RECOMMENDATION:-

THE COMMITTEE APPROVED THE APPROPRIATIONS OF
US \$165,000.00 AS FOLLOWS:-

CODE 400 -	Rental of Premises	US \$	-
401 -	Maintenance and Running of Motor Vehicles		60,000.00
402 -	Maintenance of Equipment		20,000.00
403 -	Maintenance of Premises		40,000.00
404 -	Utilities (Electricity & Water)		30,000.00
405 -	Attention to Premises		-
406 -	Insurance of Vehicles & Equipment		15,000.00
	Total		<u>\$ 165,000.00</u>

Codes 500 to 504 - Communications

77. The Committee examined the Budget estimates under Codes 500 to 504 - Communications, code by code and after amendments had been effected recommended as follows:-

RECOMMENDATION:-

THE COMMITTEE APPROVED THE APPROPRIATIONS OF
US \$218,000.00 AS FOLLOWS:-

Code 500 -	Cables	US \$	150,000.00
501 -	Telephone Services		50,000.00
502 -	Postage		15,000.00
503 -	Pouches		2,000.00
504 -	Freight and Transportation of Documents		11,100.00
	Total....	US \$	<u>218,100.00</u>

78. The Committee requested the Secretariat to exercise control over the use of Cable and Telephone Services in order to cut down costs on communications. The Secretary-General a.i. informed the Committee that he had already taken stringent measures in line with the Committee's request.

Codes 600 to 617 - Miscellaneous Supplies
and Services

79. The Committee examined the Budget estimates on Codes 600 to 617 - Miscellaneous Supplies and Services code by code and after amendments had been effected recommended as follows:-

RECOMMENDATION

THE COMMITTEE APPROVED THE APPROPRIATIONS OF
US \$265,000.00 AS FOLLOWS:-

CODE 600	- Stationery and Office Supplies	US \$ 90,000.00
601	- Bank Charges and Commission	58,000.00
602	- External Audit Costs	-
603 (i)	- Hospitality	10,000.00
(ii)	- OAU Day Reception	7,000.00
(iii)	- Hospitality for the five Assistant Secretaries-General	15,000.00
604	- Staff Welfare	5,000.00
605	- Library Books, Periodicals and other Library Services	15,000.00
606	- Subscription to Newspapers and Periodicals	18,000.00
607	- Other Supplies and Services	27,000.00
608	- Printing of Documents	15,000.00
609	- Publications of OAU Review	5,000.00
611	- Member States Flags	-
612	- OAU Flags	-
615	- Unforeseen Expenses	-
616	- Subvention to African Organizations	-
617	- Subvention to the Operational Budget of the Refugee Bureau	-
TOTAL		US \$265,000.00

Codes 700 to 711 - Capital Expenditure

80. The Committee examined the Budget estimates under Codes 700 to 711 - Capital Expenditures, code by code and recommended as follows:-

RECOMMENDATION:

THE COMMITTEE APPROVED THE APPROPRIATIONS OF
US \$362,001.00 AS FOLLOWS:-

CODE 700	- Land and Buildings	US \$ -
701	- Improvement to Premises	88,000.00
702	- Furniture and Fixtures	15,000.00
703	- Office Equipment	20,000.00
704	- Internal Reproduction Equipment	-

CODE 705	- Telecommunications Equipment	US \$ 150,000.00
706	- Press & Information Equipment	80,000.00
707	- Purchase of Motor Vehicles	9,000.00
708	- Interpretation Equipment	-
709	- Other Equipment	-
710	- Residence of the Secretary-General	-
711	- Construction of Conference Complex	1.00
TOTAL		US \$ 362,001.00

81. In respect of the following Codes the Committee also recommended that:

- i) CODE 701: THE AMOUNT OF US \$88,000.00 WAS APPROVED TO EXPAND THE OAU CLINIC;
- ii) CODE 705: THE AMOUNT OF US \$150,000.00 APPROVED IS FOR THE INSTALLATION OF A NEW PBX (TELEPHONE CENTRE) FOR THE SECRETARIAT.

Codes 800 to 894 - Conferences and Meetings

82. The Committee considered the Budget estimates under Codes 800 to 894 - Conferences and meetings in a lump sum and recommended as follows:-

RECOMMENDATION:

THE COMMITTEE APPROVED A GLOBAL SUM OF US \$1,500,000.00 AND REQUESTED THE SECRETARY-GENERAL a.i. TO MAKE NECESSARY ADJUSTMENT WITHIN THE CODES.

83. However, Ghana delegation registered its reservations for the method by which the Committee approved the appropriations globally instead of considering the estimates code by code.

Codes 900 to 912 - Implementation of Resolutions

84. The Committee considered the Budget estimates under Codes 900 to 912 - Implementation of Resolutions in a lump sum and recommended:-

RECOMMENDATION:

- i) THE COMMITTEE APPROVED A GLOBAL SUM OF US\$2,000,000.00 AND REQUESTED THE SECRETARY-GENERAL a.i. TO MAKE NECESSARY ADJUSTMENT WITHIN THE CODES;
- ii) CODE 912 - SPECIAL FUND FOR REFUGEES
THE COMMITTEE APPROVED AN AMOUNT OF US \$244,192.00 AS SPECIAL FUND FOR AFRICAN REFUGEES, EITHER 1 PER CENT OF THE BUDGET OF THE 1984/85 FINANCIAL YEAR.

85. Ghana delegation also registered its reservations as in the previous cases.

EXECUTIVE SECRETARIAT OF OAU/STRC, LAGOS
AND ITS SUB-REGIONAL OFFICES

86. The Executive Secretary, OAU/STRC, Lagos, in presenting the budgetary proposals criticized the present situation existing in the Offices under his responsibilities and emphasized the fact that the output of these offices were not commensurate with the resources provided for them.

87. In conclusion, the Executive Secretary suggested a new philosophy for the re-activation of the offices and recommended the creation of five Earth Science Centres namely: Centres for Fertilizer, Soil Sciences, Computer Science, Phytosanitary and Traditional Medicine.

88. Many delegates commented at length on the statement and recommended that a study be carried out taking into account the statement made by the Executive Secretary with regards to Lagos and its sub-Regional Offices.

89. The Committee then commenced deliberations on the budgetary proposals of all the STRC Offices code by code.

OAU/STRC, LAGOS

Code 100 - Personal Emoluments

90. The Committee examined the budgetary provisions of the personnel of the office item by item and recommended as follows:-

RECOMMENDATION

THE COMMITTEE APPROVED THE APPROPRIATIONS OF US\$446,967.00 UNDER THIS CODE.

Codes 102 and 103 - Temporary Assistance

91. In considering these codes the Committee reduced the estimate on Code 102 by US \$1,000 and approved the appropriations of US \$7,100.00 under these codes as follows:-

CODE 102 - Temporary Appointment (Translators, Secretaries and Night Watchmen)	US \$4,000.00
103 - Overtime and Night Differentials for Driver	US \$3,100.00

Codes 200 to 213 - Common Staff Costs

92. The Committee examined the provisions code by code and recommended as follows:-

RECOMMENDATION:-

THE COMMITTEE APPROVED THE BUDGETARY APPROPRIATIONS
AS FOLLOWS:-

CODE 200	- Travel on Initial Recruitment	US \$	-
201	- Travel on Home Leave and Separation		18,835.00
202	- Travel on Transfer		-
203	- Installation Allowance		84,000.00
204	- Dependency Allowance		35,800.00
205	- Housing Allowance		31,000.00
206	- OAU Pension Fund		62,600.00
207	- OAU Insurance Scheme		22,350.00
208	- OAU Medical Scheme		25,000.00
209	- Gratuity on completion of Services		11,422.00
212	- Education Allowance		42,500.00
213	- Post Adjustment Allowance		<u>115,443.00</u>
Total		US \$	<u><u>448,950.00</u></u>

Code 300 - Travel of Staff on Official Duty

93. RECOMMENDATION:-

THE COMMITTEE APPROVED AN APPROPRIATION OF US \$17,976.00.

Codes 400 to 406 - Rental and Maintenance of
Equipment and Premises

94. The Committee examined the budget estimates code by code and recommended as follows:-

RECOMMENDATION:-

THE COMMITTEE APPROVED THE APPROPRIATIONS OF
US \$46,000.00 AS FOLLOWS:-

CODE 400	- Rental of Premises	US \$	-
401	- Maintenance of Vehicles		12,000.00
402	- Maintenance of Equipment		6,000.00
403	- Maintenance of Premises		15,000.00
404	- Utilities (electricity and water)		3,000.00
405	- Alteration to Premises		-
406	- Insurance of Vehicles and Premises		<u>10,000.00</u>
Total		US \$	<u><u>46,000.00</u></u>

Codes 500 to 504 - Communications

95. The Committee considered the estimates under these Codes and recommended as follows:-

RECOMMENDATION:-

THE COMMITTEE APPROVED APPROPRIATIONS OF US \$23,500.00 AS
FOLLOWS:-

CODE 500	- Cables	US \$ 8,000.00
501	- Telephone Services	8,000.00
502	- Postage	6,500.00
503	- Pouches	500.00
504	- Freight and Transportation of Official Documents	500.00
Total		<u>US \$23,500.00</u>

Codes 600 to 610 - Miscellaneous Supplies
and Services

96. The Committee considered the budget estimates code by code and recommended as follows:-

RECOMMENDATION:-

THE COMMITTEE APPROVED APPROPRIATIONS OF US \$179,800.00 UNDER THESE CODES AS FOLLOWS:-

CODE 600	- Stationery and Office Supplies	US \$ 15,000.00
601	- Bank Charges and Revenue Stamps	10,000.00
603	- Hospitality (i) Ordinary Hospitality	1,500.00
	(ii) OAU Day Reception	3,000.00
604	- Staff Welfare	300.00
605	- Library Books and Services	2,000.00
606	- Subscription to Newspapers and Periodicals	2,000.00
607	- Other Supplies and Services	3,000.00
608	- Printing of Scientific Reports, Newsletters, Journals	40,000.00
609	- Publications of OAU Review	-
610	- Training and Research Scheme	103,000.00
Total		<u>US \$179,800.00</u>

Codes 700 to 709 - Capital Assets

97. The Committee considered the budget estimates code by code and recommended as follows:-

RECOMMENDATION:-

A. CANCELLING THE ESTIMATE OF US \$10,000.00 FOR CODE 706 PRESS AND INFORMATION.

B. APPROVED APPROPRIATIONS OF US \$41,000.00 AS FOLLOWS:-

CODE 700	- Land and Building	US \$ -
701	- Improvement to Premises Houses/Office	10,000.00
702	- Furniture and Fixtures - Office	10,000.00
703	- Office Equipment	5,000.00
704	- Internal Reproduction Equipment	5,000.00
705	- Telecommunications Equipment	1,000.00
706	- Press and Information Equipment	-
707	- Purchase of Vehicles	10,000.00
708	- Interpretation Equipment	-
709	- Other Equipment	-
Total		<u>US \$ 41,000.00</u>

Codes 800 to 802 - Conferences and Meetings98. RECOMMENDATION:

THE COMMITTEE APPROVED APPROPRIATIONS OF
US \$532,000 UNDER THE CODES AS FOLLOWS:-

CODE 800 - Technical Meetings, Seminars, etc.	US \$ 80,000.00
801 - CSA Expert Panel Meetings, etc.	60,000.00
802 - OAU Contribution to Joint Projects	<u>392,000.00</u>
Total	<u>US \$532,000.00</u>

INTER-AFRICAN PHYTOSANITARY COUNCILYAOUNDECode 100 - Personal Emoluments

99. During the consideration of the budget estimates on this code, the Committee commented on the disparity in the salary levels of Drivers, Messengers, Cleaners, Gardeners and Guards vis-a-vis the General Secretariat. It was observed that while the General Secretariat implemented the Advisory Committee's recommendation by upgrading these categories of Staff at the General Secretariat, it had not applied the same decision in the Regional and Sub-Regional Offices. The General Secretariat was requested to implement the decision in all the Regional and Sub-Regional Offices. The General Secretariat explained that the salary scales of the Regional Offices were established on the basis of the best conditions of salary levels of the host countries in compliance with the Staff Rules and Regulations which are different from the established Salary Scales at the Headquarters.

RECOMMENDATION:

100. THE COMMITTEE THEN APPROVED THE BUDGET ESTIMATES OF
US \$180,668.00 UNDER THIS CODE.

Codes 101 to 103 - Temporary Assistance

101. The Committee considered the budget estimates under these codes and recommended as follows:-

RECOMMENDATION:

THE COMMITTEE APPROVED APPROPRIATIONS OF
US \$18,500.00 AS FOLLOWS:-

CODE 101 - Consultants and Groups of Experts	US \$ 15,000.00
102 - Temporary Assistance	2,000.00
103 - Overtime	<u>1,500.00</u>
Total	<u>US \$ 18,500.00</u>

Codes 200 to 213 - Common Staff Costs

102. The Committee examined the budget estimates code by code and deleted an amount of US \$5,000.00 for Code 201 - Travel on Home Leave because the Staff Member concerned had been transferred to Lagos Office.

RECOMMENDATION:

THE COMMITTEE APPROVED APPROPRIATIONS OF
US \$238,932.00 UNDER THE CODES AS FOLLOWS:-

CODE 200 - Travel on Initial Recruitment	US \$ - -
201 - Travel on Home Leave and Termination of Service	-
203 - Installation Allowance	10,000.00
204 - Dependency Allowance	28,400.00
205 - Housing Allowance	96,960.00
206 - OAU Pension Fund	25,174.00
207 - OAU Insurance Scheme	8,991.00
208 - OAU Medical Scheme	12,000.00
209 - Gratuity on Completion of Service (contract staff)	-
212 - Education Allowance	12,500.00
213 - Post Adjustment Allowance	<u>44,907.00</u>
Total	<u>US \$238,932.00</u>

Code 300 - Travel on Official Mission

103. In considering the budget estimates, the Committee deleted a sum of US \$2,162.00 provided for the Scientific Secretary to attend the meeting of the Advisory Committee in Addis Ababa, as the Committee had decided that only the Executive Secretary should come to Addis Ababa.

RECOMMENDATION:

THE COMMITTEE APPROVED AN APPROPRIATION OF
US \$17,866.00 UNDER THIS CODE.

Codes 400 to 406 - Rental and Maintenance of
Equipment and Premises

104. The Committee examined the budget estimates code by code and recommended as follows:-

RECOMMENDATION:

THE COMMITTEE APPROVED APPROPRIATIONS OF
US \$19,500.00 AS FOLLOWS:-

CODE 401	-	Maintenance of Vehicles	US \$ 7,000.00
402	-	Maintenance of Equipment	2,500.00
403	-	Maintenance of Premises	1,000.00
404	-	Electricity and Water	2,000.00
405	-	Alteration to Premises	1,000.00
406	-	Insurance of Vehicles and Premises	6,000.00
Total			<u>US \$19,500.00</u>

Codes 500 to 504 - CommunicationsRECOMMENDATION:

105. THE COMMITTEE APPROVED APPROPRIATIONS OF
US \$10,500.00 UNDER THESE CODES AS FOLLOWS:-

CODE 500	-	Telegrammes	}	
501	-	Telephone		
502	-	Postage of mails		
503	-	Pouches		
504	-	Freight for transport of Official Documents		
				US \$10,000.00
				<u>500.00</u>
				<u>US \$10,500.00</u>

Codes 600 to 609 - Miscellaneous Supplies
and Services

106. The Committee examined the budget estimates code by code and
recommended as follows:-

RECOMMENDATION:

THE COMMITTEE APPROVED APPROPRIATIONS OF
US \$55,300.00 AS FOLLOWS:-

CODE 600	-	Stationery and Office Supplies	US \$ 7,000.00
601	-	Bank Charges and Revenue Stamps	2,000.00
603 (i)	-	Ordinary Hospitality	500.00
(ii)	-	OAU Day Reception	1,500.00
604	-	Staff Welfare	300.00
605	-	Books and Library Services	1,500.00
606	-	Subscription to Newspapers and Periodicals	500.00
607	-	Other Supplies and Services	1,000.00
608	-	Editing, Printing and Publication of Journals	40,000.00
609	-	Translation and additional Secretarial Services	<u>1,000.00</u>
Total			<u>US \$55,300.00</u>

Codes 701 to 706 - Capital Expenditures

107. The Committee examined the budget estimates code by code and recommended as follows:-

RECOMMENDATION:

THE COMMITTEE APPROVED THE APPROPRIATIONS OF
US \$19,000.00 AS FOLLOWS:-

CODE 701 - Improvement to Premises	US \$ -
702 - Office Furniture	3,000.00
703 - Office Equipment	2,000.00
704 - Internal Reproduction Equipment	-
705 - Telecommunications Equipment	4,000.00
706 - Purchase of Vehicle	10,000.00
Total	<u>US \$19,000.00</u>

Codes 800 to 802 - Conferences and Meetings

108. The Committee examined the budget estimates code by code and recommended as follows:-

RECOMMENDATION:

THE COMMITTEE APPROVED THE FOLLOWING APPROPRIATIONS:-

CODE 800 - Technical Meetings and Seminars for Phytosanitary Training	US \$21,000.00
802 - OAU Contributions to JP 29 and 33	45,000.00
Total	<u>US \$66,000.00</u>

INTER-AFRICAN BUREAU FOR SOILS, BANGUICode 100 - Personal Emoluments

109. The Committee considered the budget estimates under this code and recommended as follows:-

RECOMMENDATION:

THE COMMITTEE APPROVED THE APPROPRIATIONS OF
US \$125,972.00.

Codes 102 and 103 - Temporary Assistance

110. The Committee considered the budget estimates under these codes and recommended as follows:-

RECOMMENDATION:

THE COMMITTEE APPROVED THE APPROPRIATIONS OF
US \$2,480.00 AS FOLLOWS:-

CODE 102	-	Temporary Assistance	US \$ 1,500.00
103	-	Overtime and Night Differential	980.00
		Total	<u>US \$ 2,480.00</u>

Codes 200 to 213 -- Common Staff Costs

111. The Committee considered the budget estimates code by code and deleted the estimates of US \$1,986.00 per diem allowances included on Code 201 - Travel on Home Leave.

RECOMMENDATION:

THE COMMITTEE APPROVED THE FOLLOWING APPROPRIATIONS:-

CODE 201	-	Travel on Home Leave and Termination of Service	US\$ 9,014.00
204	-	Dependency Allowance	11,800.00
205	-	Housing Allowance	62,400.00
206	-	OAU Pension Fund	17,640.00
207	-	OAU Insurance Scheme	6,300.00
208	-	OAU Medical Scheme	12,000.00
212	-	Education Allowance	30,000.00
213	-	Post Adjustment Allowance	45,650.00
		Total	<u>US\$194,804.00</u>

Code 300 -- Travel of Staff on Official Duty

112. The Committee examined the budget estimate under this code and recommended as follows:-

RECOMMENDATION:

THE COMMITTEE APPROVED A SUM OF US \$10,751.00 UNDER THIS CODE AND REQUESTED THE EXECUTIVE SECRETARY TO SEND A NOTE ON THE REDUCTION TO THE DIRECTOR OF BANGUI OFFICE.

Codes 400 to 406 - Rental and Maintenance
of Premises and Equipment

113. The Committee considered the budget estimates under these codes and recommended as follows:-

RECOMMENDATION:

THE COMMITTEE APPROVED THE APPROPRIATIONS OF
US \$26,000.00 AS FOLLOWS:-

CODE 401	- Maintenance of Vehicles	US \$ 10,000.00
402	- Maintenance of Equipment	2,000.00
403	- Maintenance of Premises	4,000.00
404	- Utilities (electricity & water)	4,000.00
405	- Alteration to Premises	1,000.00
406	- Insurance of Vehicles, Equipment etc.	<u>5,000.00</u>
Total		<u>US \$ 26,000.00</u>

Codes 500 to 504. - Communications

114. The Committee examined the budget estimates for these codes and recommended as follows:-

RECOMMENDATION:

THE COMMITTEE APPROVED THE SUM OF US \$6,500.00
AS FOLLOWS:-

CODE 500	- Cable	}	
501	- Telephone Services		
502	- Postage		
503	- Pouches		US\$ 6,000.00
504	- Freight and Transportation of Official Documents		<u>500.00</u>
Total.			<u>US \$ 6,500.00</u>

Codes 600 to 609 - Miscellaneous Supplies
and Services

115. The Committee considered the budget estimates code by code and recommended as follows:-

RECOMMENDATION:

THE COMMITTEE APPROVED THE FOLLOWING APPROPRIATIONS:-

CODE 600	- Stationery and Office Supplies	US \$ 5,000.00
601	- Bank Charges and Revenue Stamps	2,500.00
603(i)	Ordinary Hospitality	500.00
(ii)	OAU Day Reception	1,500.00
604	- Staff Welfare	300.00
605	- Library Books and Services	6,000.00
606	- Subscription to Newspapers and Periodicals	2,500.00
607	- Miscellaneous Supplies and Services	600.00
608	- Printing of Publications and Bulletins	5,000.00
609	- Translation and other Secretariat Services	1,600.00
Total		<u>US \$25,500.00</u>

Codes 700 to 709 - Capital Expenditures

116. The Committee considered the budget estimates code by code and recommended as follows:-

RECOMMENDATION:

THE COMMITTEE APPROVED THE SUM OF US \$10,500.00 AS FOLLOWS:-

CODE 701	- Improvement to Premises	US \$ 500.00
702	- Furniture and Fixtures	1,000.00
707	- Purchase of Vehicles	9,000.00
Total		<u>US \$10,500.00</u>

INTER AFRICAN BUREAU FOR ANIMAL RESOURCES

NAIROBI

Code 100 -- Personal Emoluments

117. The Committee considered the budget estimate under Code 100 -- (Personal Emoluments) and decided to approve the sum of US\$291,739.00 for this code.

Codes 102 and 103 -- Temporary Assistance

118. The Committee considered the budget estimates under these codes and recommended as follows:-

RECOMMENDATION:

THE COMMITTEE APPROVED THE FOLLOWING APPROPRIATIONS:-

Code 102 -- Temporary Assistance	US\$ 2,500.00
103 -- Overtime and Night Differential	2,000.00
TOTAL	<u>US\$ 4,500.00</u>

Codes 200 to 213 -- Common Staff Costs

119. The Committee considered the budget estimates code by code and recommended as follows:-

RECOMMENDATION:

THE COMMITTEE APPROVED THE FOLLOWING APPROPRIATIONS:-

Code 201 -- Travel on Home Leave	US\$ 38,688.00
204 -- Dependency Allowance	23,000.00
205 -- Housing Allowance	166,080.00
206 -- Pension Scheme	40,850.00
207 -- Insurance Scheme	2,500.00
208 -- Medical Scheme	21,000.00
209 -- Gratuity on Completion of Contract	14,213.00
212 -- Education Allowance	50,000.00
213 -- Post Adjustment Allowance	82,908.00
TOTAL	<u>US\$440,239.00</u>

Code 300 -- Travel of Staff on Official Duty

120. The Committee considered the budget estimate under this code and recommended to approve an appropriation of US\$26,867.00.

Codes 400 to 406 -- Rental and Maintenance of Equipment and Premises

121. The Committee considered the budget estimates code by code and recommended as follows:-

RECOMMENDATION:

FOLLOWS:- THE COMMITTEE APPROVED THE APPROPRIATIONS OF US\$24,000.00 AS

Code 401 -- Maintenance of Vehicles	US\$ 12,000.00
402 -- Maintenance of Equipment	3,000.00
403 -- Maintenance of Premises	5,000.00
406 -- Insurance of Vehicles, Equipment etc.	4,000.00
TOTAL	US\$ 24,000.00

Codes 500 to 504 -- Communications

122. The Committee considered the budget proposals under these codes! and recommended as follows:-

RECOMMENDATION:

THE COMMITTEE APPROVED THE APPROPRIATIONS OF US\$16,800 AS FOLLOWS:-

Code 500 -- Cables	}	US\$ 15,600.00
501 -- Telephone		
502 -- Postage		
503 -- Pouches		
504 -- Freight and Transportation of Official Documents		1,200.00
TOTAL		US\$ 16,800.00

Codes 600 to 610 -- Miscellaneous Supplies and Services

123. The Committee considered the budget estimates code by code and recommended as follows:-

RECOMMENDATION:

FOLLOWS:- THE COMMITTEE APPROVED THE APPROPRIATIONS OF US\$99,600.00 AS

Code 600 -- Stationery and Office Supplies	US\$ 15,000.00
601 -- Bank Charges and Revenue Stamps	800.00
603(i) Ordinary Hospitality	500.00
603(ii) OAU Day Reception	2,000.00
604 -- Staff Welfare	300.00
605 -- Library Books and Services	5,000.00
606 -- Subscription to Newspapers & Periodicals	2,000.00
607 -- Other Supplies and Services	1,000.00
608 -- Printing	70,000.00
610 -- Board of Editors of the Bulletin	3,000.00
TOTAL	US\$ 99,600.00

Codes 701 to 709 - Capital Expenditures

124. The Committee considered the budget estimates code by code and recommended as follows:-

RECOMMENDATION:

THE COMMITTEE APPROVED APPROPRIATIONS OF US\$61,700.00 AS FOLLOWS:-

Code 701 -- Improvement to Premises	US\$ 3,000.00
702 -- Furniture and Fixtures	3,000.00
703 -- Office Equipment	2,700.00
705 -- Telecommunications Equipment	3,000.00
708 -- Interpretation Equipment	5,000.00
709 -- Other Equipment (PABX Equipment)	45,000.00
TOTAL	<u>US\$61,700.00</u>

Code 800 - Conference and Meetings

125. The Committee considered the budget estimate and recommended to approve an appropriation of US\$3,500.00 under this code.

EXECUTIVE SECRETARIAT OF THE OAU TO THE
UNITED NATIONS, NEW YORK

126. The Executive Secretary briefed the Committee on the functions and activities of the Secretariat. He mentioned that the Secretariat formerly functioned under the auspices of OCAM before being taken over by the OAU. He enumerated the functions of the Secretariat which includes:

- i) Servicing of African Group at the United Nations Organization.
- ii) Projecting Africa to the American Continent.
- iii) Following up the proceedings of the United Nations Organization.

127. In carrying out its assignments the Secretariat has two main departments, Political and Economic. The Executive Secretary emphasized the need to reinforce the Economic Department with an additional qualified Economist.

128. The Committee then commenced deliberations on the budgetary proposals of the Executive Secretariat code by code.

Code 100 - Personal Emoluments

129. The Committee considered the budget estimates under this code and recommended to approve the sum of US\$246,400 00.

Code 100 (b) -- Special Allowances

130. The Committee considered the budget estimates under this code and recommended to approve the sum of US\$9,600.00.

Code 103 -- Temporary Assistance

131. The Committee considered the budget estimates under this code and recommended as follows:-

RECOMMENDATION:

THE COMMITTEE APPROVED THE SUM OF US\$3,000.00.

Codes 200 to 214 -- Common Staff Costs

132. In reference to code 213 -- Post Adjustment Allowance, the Executive Secretary informed the Committee that the current rate of 36% of Basic Salary for Post Adjustment was inadequate to meet the cost of living in New York and requested for a review of the rate. The request generated a long debate and the Committee:-

RECOMMENDED THAT:

- i) THE CONSIDERATION OF THE BUDGET PROPOSAL SHOULD CONTINUE, AND
- ii) THE GENERAL SECRETARIAT SHOULD SUBMIT A COMPREHENSIVE DOCUMENT ON THE APPLICATION OF POST ADJUSTMENT FOR CONSIDERATION AT A LATER DATE.

Codes 200 -- 214 -- Common Staff Costs

133. The Committee considered the budget estimates under these codes and recommended as follows:-

RECOMMENDATION:

THE COMMITTEE ADOPTED THE SUM OF US\$473,300.00 AS FOLLOWS:-

Code 200 -- Travel Expenses on Initial Recruitment	-
201 -- Travel on Home Leave	US\$ 24,040.00
202 -- Travel on Transfer	-
203 -- Installation Allowance	5,000.00
204 -- Dependency Allowance	5,000.00
205 -- Housing Allowance	221,760.00
206 -- OAU Pension Fund (14%)	29,000.00
207 -- OAU Insurance Scheme	13,500.00
208 -- OAU Medical Fund	40,000.00
209 -- Gratuity on Completion of Service	24,000.00

Code 212 -- Educational Allowance	US\$ 39,000.00
213 -- Post Adjustment Allowance (36%)	72,000.00
214 -- Allowance for Overtime	-
TOTAL	<u>US\$473,300.00</u>

Code 300 -- Travel on Official Missions

134. The Committee considered the budget estimates under this code and recommended to approve the appropriations of US\$15,000.00.

Codes 400 -- 406 -- Rental & Maintenance of Equipment

135. The Committee considered the budget estimates under these codes and recommended as follows:--

RECOMMENDATION:

THE COMMITTEE APPROVED THE APPROPRIATIONS OF US\$60,900.00 AS
FOLLOWS:--

Code 400 -- Rent of Office	
401 -- Maintenance of Vehicles	US\$ 18,000.00
402 -- Maintenance of Equipment	2,500.00
403 -- Maintenance of Premises	5,000.00
404 -- Utilities : Water and Electricity.	25,400.00
405 -- Alteration to Premises	-
406 -- Insurance of Vehicles and Equipment	<u>10,000.00</u>
TOTAL	<u>US\$ 60,900.00</u>

Codes 500 to 504 -- Communications

136. The Committee considered the budget estimates under these codes and recommended as follows:--

RECOMMENDATION:

THE COMMITTEE APPROVED THE APPROPRIATIONS OF US\$40,000.00 AS
FOLLOWS:--

Code 500 -- Telegramme	US\$ -
501 -- Telephone	-
502 -- Postal Services	40,000.00
503 -- Diplomatic Pouch	
504 -- Freight	
TOTAL	<u>US\$ 40,000.00</u>

Codes 600 -- 609 -- Supplies and Miscellaneous Services

137. The Committee considered the budget estimates under these codes and recommended as follows:--

RECOMMENDATION:

THE COMMITTEE APPROVED THE APPROPRIATIONS OF US\$22,800.00 AS FOLLOWS:-

Code 600	--	Stationery and Office Supplies	US\$ 7,000.00
601	--	Bank Charges	300.00
603(i)		Ordinary Hospitality \$1,500.00	3,500.00
603(ii)		OAU Day Reception. \$7,000.00	
604	--	Staff Welfare	600.00
606	--	Subscription to Newspapers	2,300.00
607	--	Other Supplies and Services	600.00
608	--	Reproduction of Documents	1,000.00
609	--	Publication of OAU Bulletin	2,500.00
TOTAL			<u>US\$22,800.00</u>

Codes 700 to 707 -- Capital Expenditure

138. The Committee considered the budget estimates under these codes and recommended as follows:-

RECOMMENDATION:

THE COMMITTEE APPROVED THE APPROPRIATIONS AS FOLLOWS:-

Code 700	--	Purchase of Permanent Office	US\$ --
701	--	Improvement to Premises	--
702	--	Furniture and Fixtures	6,000.00
703	--	Office Equipment (Renting of a XEROS Machine for Reproduction)	13,000.00
706	--	Information Equipment (Rent of Agence France Press)	5,500.00
707	--	Purchase and Rental of Cars	--
TOTAL			<u>US\$ 24,500.00</u>

139. In conclusion a Member of the Committee congratulated the Executive Secretary of New York Office for the lucidity in the presentation of the budget and activities of his Office.

EXECUTIVE SECRETARIAT OF THE CO-ORDINATING COMMITTEE
FOR THE LIBERATION OF AFRICA, DAR-ES-SALAAM, TANZANIA

140. In presenting the budgetary proposals, the Executive Secretary gave the functions and activities of the Secretariat created in 1963 to assist materially, financially and morally the Liberation Movements of Africa. Since the creation of the Secretariat, many African countries had been assisted to obtain their independence. However, the Liberation Movements SWAPO, PAC and ANC are still to be assisted in their struggle against the racist regime of South Africa.

141 The Executive Secretariat had carried out fruitful visits and missions to the Frontline States, especially in Lesotho.

142 Then the Executive Secretary presented the budgetary proposals for the consideration of the Committee.

143 The Committee commented on the statements of the Executive Secretary and expressed its full support for the liberation struggle and declared solidarity with the Frontline States.

144 The Committee therefore issued a declaration in support of the struggle of Liberation Movements in South Africa and Namibia and appealed to Member States to pay their contributions into the Special Fund of the Liberation Office.

Code 100 - Personal Emoluments

145 The Committee considered the proposals on Code 100 - Personal Emoluments and recommended to approve the sum of US\$289,765.00 in respect of this code.

Code 103 - Overtime Allowance

146. The Committee noted that the budgetary proposals on this code were high. The Executive Secretary explained that due to the special nature of the work of the Secretariat and for security reasons, it was rather recommended to pay overtime allowances to the existing staff than recruiting temporary personnel. The Committee therefore recommended to approve US\$10,000.00 for Code 103 - Overtime Allowance.

Codes 200 - 217 - Common Staff Costs

147. The Committee examined the budgetary proposals in respect of Common Staff Costs code by code and emphasized:-

- i) - 205 - Housing Allowance should be based on 80% of the actual amount of house rent with regards to Code 205
- ii) - 213 - Post Adjustment that the rate to be applied should be the one fixed by the Sub-Committee appointed to examine the problem.

RECOMMENDATION:

THE COMMITTEE APPROVED THE FOLLOWING APPROPRIATIONS FOR
CODES 200 - 217.

Code 200	-	Travel on Recruitment	-
201	-	Travel on Home Leave	US\$34,703.00
202	-	Travel on Transfer	-
203	-	Installation Allowance	10,000.00
204	-	Dependency Allowance	16,750.00
205	-	Housing Allowance	111,360.00
206	-	Pension Fund	37,355.00
207	-	Insurance Scheme	14,335.00
208	-	Medical Scheme	12,630.00

Code 209 -- Gratuity	6,568.00
212 -- Education Allowance	32,500.00
213 -- Post Adjustment Allowance	\$5,000.00
217 -- Travel Expenses on Separation	<u>5,000.00</u>
TOTAL	<u>US\$ 368,201.00</u>

Code 300 - Travel on Official Mission

148. The Committee considered the budgetary proposals on Code 300 - Travel on Official Mission and recommended to approve the sum of US\$39,550.00 for this Code.

Codes 400 - 406 -- Rental and Maintenance of Equipment and Supplies

149. The Committee reviewed the proposals under Codes 400 - 406 - Rental and Maintenance of Equipment and Supplies and recommended as follows:-

RECOMMENDATION:

THE COMMITTEE APPROVED THE SUM OF US\$36,880.00 AS FOLLOWS:-

Code 401 -- Maintenance of Vehicles	US\$ 13,000.00
402 -- Maintenance of Equipment	3,000.00
403 -- Maintenance of Premises	4,000.00
404 -- Utilities (Electricity & Water)	7,180.00
405 -- Alteration to Premises	2,800.00
406 -- Insurance of Vehicles, Equipment	<u>6,900.00</u>
TOTAL	<u>US\$ 36,880.00</u>

Codes 500 - 504 -- Communications

150. The Committee reviewed the submissions of the Executive Secretariat, Dar-es-Salaam, for Codes 500 - 504 -- Communications and had no objection to the proposals. The Committee recommended as follows:-

RECOMMENDATION:

THE COMMITTEE APPROVED THE APPROPRIATIONS OF US\$16,500.00 AS FOLLOWS:-

Code 500 -- Telegrammes and Telex	US\$ 7,000.00
501 -- Telephone	7,000.00
502 -- Postage	1,000.00
503 -- Pouches	1,000.00
504 -- Freight and Transport of Official Documents	<u>500.00</u>
TOTAL	<u>US\$16,500.00</u>

Codes 600 - 608 - Miscellaneous Supplies and Services

151. The Committee considered the budgetary proposals under Codes 600 to 608 - Miscellaneous Supplies and Services and decided as follows:-

RECOMMENDATION:

THE COMMITTEE ADOPTED THE PROVISIONS AS FOLLOWS:-

CODE 600 - Stationery and Office Supplies	US\$ 7,000.00
601 - Bank Charges and Revenue Stamps	420.00
603 - Hospitality (i) General	1,000.00
(ii) OAU Day	3,000.00
604 - Staff Welfare	300.00
605 - Library Books and Periodicals	1,000.00
606 - Newspapers	1,000.00
607 - Other Supplies and Services	1,000.00
608 - Printing of Documents	1,500.00
TOTAL	US\$ 16,220.00

Codes 701 - 707 - Capital Expenditure

152. The budgetary proposals under Codes 701 - 707 were considered by the Committee and decided as follows:-

RECOMMENDATION:

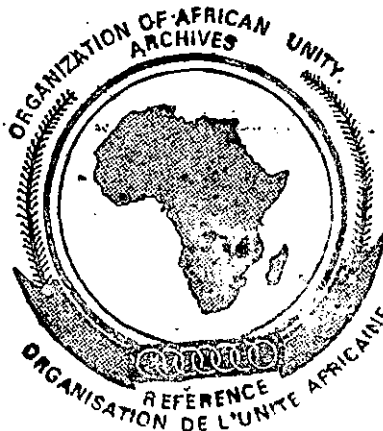
THE COMMITTEE APPROVED THE APPROPRIATIONS OF US\$26,000.00 AS

FOLLOWS:-

CODE 701 - Improvements of Premises	US\$ 5,000.00
702 - Furniture and Fixtures	3,000.00
703 - Office Equipment	2,200.00
704 - Internal Reproduction Equipment	4,800.00
705 - Telecommunications Equipment	-
706 - Press and Information Equipment	1,000.00
707 - Transportation Equipment	10,000.00
TOTAL	US\$ 26,000.00

Code 800 - Ordinary Session of Liberation Committee
(2 Sessions) and Standing Committees

153 The provisions of US\$121,600.00 were approved by the Committee as requested by the Executive Secretariat of the Co-ordinating Committee for the Liberation of Africa.



EXECUTIVE SECRETARIAT OF THE CO-ORDINATING
COMMITTEE FOR THE LIBERATION OF AFRICA

Sub-Office of the Co-ordinating Committee
LUSAKA - ZAMBIA

Code 100 - Personal Emoluments

154. The Committee examined the budget proposal under this code and decided to approve the appropriations of US\$41,580.00.

Codes 204 - 213 - Common Staff Costs

155. The Committee considered the budget estimates under the codes and recommended as follows:-

RECOMMENDATION:

THE COMMITTEE ADOPTED THE SUM OF US\$30,780.00 AS FOLLOWS:-

CODE 204 - Dependency Allowance	US\$ 3,900.00
205 - Housing Allowance	12,480.00
206 - OAU Pension Fund	4,000.00
207 - OAU Insurance Scheme	2,100.00
208 - OAU Medical Fund	2,000.00
213 - Post Adjustment Allowance	6,300.00
	US\$ <u>30,780.00</u>

Code 300 - Travel on Official Mission

156. The Committee considered the budget estimates under this code and approved appropriation of US\$7,000.00.

Codes 401 - 406 - Rental and Maintenance of Equipment

157. The Committee considered the budget estimates under these codes and decided as follows:-

RECOMMENDATION:

THE COMMITTEE ADOPTED THE SUM OF US\$12,067.00 AS FOLLOWS:-

CODE 401 - Maintenance of Vehicles	US\$ 7,000.00
402 - Maintenance of Equipment	800.00
403 - Maintenance of Premises	1,000.00
404 - Utilities, Water and Electricity	800.00
406 - Insurance of Vehicles and Equipment	2,667.00
	US\$ <u>12,067.00</u>

Codes 500 - 504 - Communications

158. The Committee examined the budget proposals under these codes and approved the appropriation of US\$5,000.00.

Codes 600 - 608 - Supplies and Miscellaneous Services

159. The Committee considered the budget estimates under these codes and recommended as follows:-

RECOMMENDATION:

THE COMMITTEE APPROVED THE SUM OF US\$ 6,500.00 FOR THESE CODES AS FOLLOWS:-

CODE 600 -	Stationery and Office Supplies	US\$ 1,500.00
601 -	Bank Charges	500.00
603(i)	Ordinary Hospitality	500.00
(ii)	OAU Day Reception	1,500.00
604 -	Staff Welfare	300.00
606 -	Subscription to Newspapers	400.00
607 -	Other Supplies and Services	1,200.00
608 -	Publications	600.00
		<u>US\$ 6,500.00</u>

Codes 702 - 705 - Capital Expenditure

160. The Committee considered the budget estimates under these codes and recommended as follows:-

RECOMMENDATION:

THE COMMITTEE APPROVED THE SUM OF US\$9,000.00 AS FOLLOWS:-

CODE 702 -	Furniture and Fixture	US\$ 1,000.00
703 -	Office Equipment	2,000.00
705 -	Communication Equipment	6,000.00
		<u>US\$ 9,000.00</u>
	TOTAL	

EXECUTIVE SECRETARIAT OF THE CO-ORDINATING
COMMITTEE FOR THE LIBERATION OF AFRICA

Liasion Office of the Co-ordinating
Committee - Maputo - Mozambique

Code 100 - Personal Emoluments

161. The Committee considered the budget estimates under this code and approved the sum of US\$4,793.00.

RECOMMENDATION:Code 200 - 213 - Common Staff Costs

162. The Committee considered the budget estimates under these codes and recommended as follows:-

RECOMMENDATION:

THE COMMITTEE ADOPTED THE SUM OF US\$37,460.00 AS FOLLOWS:-

CODE	200 - Travel Expenses on Initial Recruitment	
	201 - Travel on Home Leave	US\$ 1,500.00
	203 - Installation Allowance	-
	204 - Dependency Allowance	3,250.00
	205 - Housing Allowance	13,920.00
	206 - OAU Pension Fund	6,350.00
	207 - OAU Insurance Scheme	2,260.00
	208 - OAU Medical Fund	1,000.00
	212 - Education Allowance	-
	213 - Post Adjustment Allowance 38%	8,680.00
	TOTAL	US\$ 36,960.00

Code 300 - Travel on Official Missions

163. The Committee considered the budget estimates under this code and approved appropriations of US\$5,332.00.

Codes 401 - 406 - Rental and Maintenance of Equipment and Supplies

164. The Committee considered the budget estimates under these codes and recommended as follows:-

RECOMMENDATION:

THE COMMITTEE APPROVED THE SUM OF US\$9,100.00 FOR THESE CODES AS FOLLOWS:-

CODE	401 - Maintenance of Vehicles	US\$ 4,000.00
	402 - Maintenance of Equipment	600.00
	403 - Maintenance of Premises	1,000.00
	404 - Utilities, Water and Electricity	1,000.00
	405 - Alteration to Premises	-
	406 - Insurance of Vehicles and Equipment	2,500.00
	TOTAL	US\$ 9,100.00

Codes 500 - 504 - Communications

165. The Committee examined the budget estimates under these codes and recommended as follows:-

RECOMMENDATION:

CODE	500 - Telegramme	US\$ 3,500.00
	501 - Telephone	1,500.00
	502 - Postal Services	300.00
	503 - Diplomatic Pouches	500.00
	504 - Freight	300.00
	TOTAL	US\$ 6,100.00

Codes 600 - 608 - Supplies and Miscellaneous Services

166. The Committee considered the budget estimates under these codes and recommended as follows:-

RECOMMENDATION:

THE COMMITTEE APPROVED THE APPROPRIATIONS FOR THESE CODES AS FOLLOWS:-

CODE 600 - Stationery and Office Supplies	US\$ 2,300.00
601 - Bank Charges	500.00
603 - Ordinary Hospitality	500.00
603(ii) OAU Day Reception	1,500.00
604 - Staff Welfare	300.00
606 - Subscription to Newspapers	500.00
607 - Other Supplies and Services	1,000.00
608 - Publication of Documents	1,500.00
TOTAL	US\$ 8,100.00

Codes 700 - 709 - Capital Expenditure

167. The Committee examined the budget estimates under these codes and recommended as follows:-

RECOMMENDATION:

THE COMMITTEE APPROVED THE SUM OF US\$13,400.00 AS FOLLOWS:-

CODE 700 - Land and Building	US\$ -
701 - Improvement to Premises	-
702 - Furniture and Fixture	1,500.00
703 - Office Equipment	1,500.00
704 - Internal Reproduction Equipment	400.00
705 - Communication Equipment	-
706 - Information Equipment	-
707 - Purchase of Cars	9,000.00
708 -	-
709 - Other Equipment	1,000.00
TOTAL	US\$ 13,400.00

EXECUTIVE SECRETARIAT OF THE CO-ORDINATION
COMMITTEE FOR THE LIBERATION OF AFRICA

LIAISON OFFICE OF THE CO-ORDINATING COMMITTEE FOR
THE LIBERATION OF AFRICA-LUANDA, ANGOLA

168. The Committee examined the budget proposals of the Luanda Office code by code. On code 100 - Personal Emoluments, the Executive Secretary requested the Committee to make provisions for one Messenger which the office did not have. The Committee agreed and decided to create the post of a messenger at GS4 Step 1 at US\$1,862.00 p.a. in the Luanda Office. After that amendment, the Committee decided to adopt the provisions as follows:-

Code 100 - Personal Emoluments

169. The Committee examined the budget proposal under the code and approved the sum of US\$ 46,347.00.

Code 102 Overtime Allowance

The Committee approved the appropriations of US\$500.00 for this code.

Code 200 - 213 - Common Staff Costs

170. The Committee considered the budget estimates under these codes and recommended as follows:-

RECOMMENDATION:

THE COMMITTEE APPROVED THE SUM OF US\$50,850.00 AS FOLLOWS:-

CODE 200 - Travel Expenses on Initial Recruitment	US\$	
201 - Travel on Home Leave		4,570.00
202 - Travel on Transfer		-
203 - Installation Allowance		-
204 - Dependency Allowance		4,000.00
205 - Housing Allowance		13,920.00
206 - OAU Pension Fund		4,435.00
207 - OAU Insurance Scheme		2,225.00
208 - OAU Medical Fund		500.00
212 - Education Allowance		10,000.00
213 - Post Adjustment Allowance		11,200.00
	TOTAL US\$	<u>50,850.00</u>

Code 300 - Travel on Official Missions

171. The Committee considered the budget estimates under this code and approved an appropriation of US\$6,196.00.

Codes 401 - 406 - Rental and Maintenance of Premises and Equipment

172. The Committee considered the budget estimates under these codes and recommended as follows:-

RECOMMENDATION:

THE COMMITTEE APPROVED THE SUM OF US\$9,200.00 AS FOLLOWS:-

CODE 401 - Maintenance of Vehicles	US\$	3,000.00
402 - Maintenance of Equipment		1,300.00
403 - Maintenance of Premises		1,500.00
404 - Water and Electricity		1,000.00
406 - Insurance of Vehicles and Equipment		2,400.00
	TOTAL	US\$ <u>9,200.00</u>

Codes 500 - 504 - Communication

173. The Committee examined the budget estimates under these codes and recommended as follows:-

RECOMMENDATION:

THE COMMITTEE EXAMINED THE BUDGET ESTIMATES UNDER THESE CODES AND RECOMMENDED AS FOLLOWS:-

CODE 500 -	Telegramme	US\$	2,000.00
501 -	Telephone		1,200.00
502 -	Postal Services		300.00
503 -	Diplomatic Pouches		1,000.00
504 -	Freight		300.00
TOTAL		US\$	<u>4,800.00</u>

Codes 600 - 608 - Supplies and Miscellaneous Services

174. The Committee considered the budget proposal under these codes, and recommended as follows:-

RECOMMENDATION:

THE COMMITTEE APPROVED THE SUM OF US\$6,800.00 AS FOLLOWS:-

CODE 600 -	Stationery and Office Supplies	US\$	1,500.00
601 -	Bank Charges		500.00
603 -	Ordinary Hospitality		500.00
603(ii) OAU	Day Reception		1,500.00
604 -	Staff Welfare		300.00
606 -	Subscription to Newspapers		500.00
607 -	Other Supplies and Services		1,500.00
608 -	Publication of Bulletin	TOTAL	US\$ <u>500.00</u>
		TOTAL	US\$ <u>6,800.00</u>

Codes 703 - 707 - Capital Expenditure

175. The Committee examined the budget proposal under these codes and recommended as follows:-

RECOMMENDATION:

CODE 703 -	Office Equipment	US\$	-
707 -	Transportation and Equipment		<u>9,000.00</u>
TOTAL		US\$	<u>9,000.00</u>

176. Concerning the Sub-Regional Offices of Lusaka, Maputo and Luanda, the Committee felt that it was not necessary for the Directors of these Offices to attend the Advisory Committee Meetings, as they should be represented by the Executive Secretary of the Liberation Committee. The Committee therefore deleted the provisions for their travel to attend the Advisory Committee from the draft budget.

OAU INTER-AFRICAN BUREAU OF LANGUAGES,

KAMPALA-UGANDA

177. The Acting Director of Kampala Office had briefed the Committee on the functions and activities of the Office. He said that the Kampala Office started functioning in 1972, since then, it had published a number of books on African Languages, namely books in Lingala/Swahili and Swahili/Lingala. During the period under review, the Kampala Office was able to participate in Linguistic Meetings. However, due to reasons beyond its control, the Inter-African Bureau of Languages had not been able to organize an African Experts Linguistic Meeting to formulate a Linguistic Programme for Africa. He concluded in asking the Committee to approve his budgetary proposals.

178. The Committee then considered the budgetary proposals code by code and recommended as follows:-

RECOMMENDATION:

Code 100 - Personal Emoluments

179. The Committee adopted the sum of US\$131,992.00 for this code.

Code 102 - Temporary Assistance

180. The Committee adopted the sum of US\$1,000.00 for this code.

Code 201 - 213 Common Staff Costs

181. The Committee adopted the sum of US\$261,304.00 as follows:-

CODE 201 - Travel on Home Leave	US\$ 4,687.00
202 - Travel on Transfer	
203 - Installation Allowance	24,300.00
204 - Dependency Allowance	11,000.00
205 - Housing Allowance	74,380.00
206 - Pension Fund	18,347.00
207 - OAU Insurance Scheme	6,552.00
208 - OAU Medical Scheme	5,000.00
209 - Gratuity	11,000.00
212 - Education Allowance	50,000.00
213 - Post Adjustment Allowance	55,538.00
TOTAL US\$261,304.00	

Code 300 - Travel on Official Mission

182. The Committee approved the sum of US\$ 8,299.00 for this code.

Codes 401 - 406 - Rental and Maintenance of Equipment and Premises

183. The Committee adopted the sum of US\$16,500.00 as follows:-

CODE 401 - Maintenance of Vehicles	US\$ 8,000.00
402 - Maintenance of Equipment	1,000.00
403 - Maintenance of Premises	3,500.00
404 - General Services	1,000.00
406 - Insurance of Vehicles and Equipment	3,000.00
TOTAL US\$ 16,500.00	

Codes 500 - 504 - Communications

184. The Committee adopted the sum of US\$7,000.00 for all these codes.

Codes 600 - 609 - Miscellaneous Supplies and Services

185. The Committee approved the sum of US\$48,300.00 as follows:-

CODE 600 - Stationery and Office Equipment	US\$ 4,000.00
601 - Bank Charges	700.00
603 - Hospitality	500.00
603(ii) OAU Day	1,500.00
604 - Staff Welfare	300.00
605 - Books	2,500.00
606 - Subscription to Newspapers	500.00
607 - Other Supplies and Services	1,000.00
608 - Printing of Documents	25,000.00
609 - Translation	300.00
- - Training and Research	12,000.00
TOTAL	US\$ 48,300.00

Code 702 - 707 Capital Expenditure

186. The Committee approved the sum of US\$9,000.00 as follows:-

CODE 702 Furniture and Fixture	1,000.00
703 Office Equipment	
707 Purchase of Cars	8,000.00
	<u>9,000.00</u>

EXECUTIVE SECRETARIAT OF THE OAU TO THE UNITED
NATIONS, IN GENEVA: SWITZERLAND

187. The Executive Secretary briefly presented the functions and activities of Geneva Office. The office is a representational office liaising between the UN agencies based in Europe and the African Group in Geneva. It further deals with both political and economic matters. The Executive Secretary attended meetings of the UN specialised agencies like UNESCO, FAO, and followed matters relating to decolonisation, human rights, Refugee, UNCTAD or Internal Trade.

188. The Executive Secretary highlighted the importance of ICARA II meeting on Refugees which was to take place shortly in Geneva. He implored the African States to denounce the attacks of the South African racist regime in Southern Africa. He informed the Committee also about the difficulties of the office amongst which were lack of space, no library for keeping books and emphasized on the need to revise the Post Adjustment and education allowances which were inadequate.

189. The Committee commented on the statement made by the Executive Secretary and observed that the office was over-staffed. It requested the General Secretariat to ensure that only the staff whose services were strictly needed by the office be retained and that, if necessary, the General Secretariat should consider the possibility of re-deploying the excess staff to other offices. Then consideration of the budgetary appropriations were commenced.

Code 100 - Personal Emoluments

190. While considering the budgetary appropriations for Personal Emoluments the Committee observed that the salaries of the local staff were very high, earning as much as professional staff. It was explained that the salary scale of the local staff was in conformity with the rules of the host country. The Committee then recommended to approve the appropriations of US\$ 294,706.00 under this code.

Codes 102 and 103 - Temporary Assistance

191. The Committee considered the budget estimates under these codes and recommended as follows:-

The Committee approved the following appropriations:	US \$
CODE 102 - Temporary Assistance	1,000.00
103 - Overtime and Night Differentials	1,200.00
TOTAL	US\$ 2,200.00

192. The Committee recommended the budgetary appropriation of US\$ 569,492.00 under these codes as follows:-

CODE 200 - Travel on Initial Recruitment	-
201 - Travel of Staff on Home Leave	48,596.00
202 - Travel of Staff on Transfer	-
203 - Installation Allowance	-
204 - Dependency Allowance	8,350.00
205 - Housing Allowance	187,200.00
206 - OAU Pension Fund	41,420.00
207 - OAU Insurance Scheme	14,790.00
208 - OAU Medical Scheme	45,790.00
209 - Gratuity on Completion of Service (contract staff)	1,500.00
212 - Education Allowance	105,000.00
213 - Post Adjustment Allowance	116,636.00
214 - Overtime Allowance	-
218 - Acting Allowance	1,000.00
TOTAL	US\$ 569,492.00

Code 300 - Travel of Staff on Official Duty

193. The Committee considered the budget estimates under this code and decided to approve the budgetary appropriations of US\$ 19,774.00

Codes 400 to 406 - Rental and Maintenance of Premises and Equipment

194. The Committee considered the estimates under these codes and recommended as follows:-

RECOMMENDATION:

THE COMMITTEE APPROVED THE BUDGETARY APPROPRIATIONS OF US\$55,500.00 FOR THESE CODES AS FOLLOWS:-

CODE	400	Rental of Premises	US\$	45,000.00
	401	Maintenance of Vechiles		4,000.00
	402	Maintenance of Equipment		1,000.00
	403	Maintenance of Premises		1,000.00
	404	Utilities (Electricity and Water)		1,500.00
	406	Insurance of Vechicles and Equipment		3,000.00
TOTAL				US\$ 55,500.00

Code 500 - Communications

195. The Committee considered the budget estimates under these codes and recommended to approve the budgetary appropriations of US\$ 12,000.00.

Codes 600 to 605 - Miscellaneous Supplies and Services

196. The Committee considered the budget estimates under these codes and recommended as follows:-

RECOMMENDATION:

THE COMMITTEE APPROVED THE BUDGETARY APPROPRIATIONS OF US\$ 19,300.00 AS FOLLOWS:-

CODE	600	Stationary and Office Supplies	US\$	3,000.00
	601	Bank Charges and Revenue Stamp		3,000.00
	603(i)	Ordinary Hospitality		1,300.00
	603(ii)	OAU Day Reception		5,000.00
	604	Staff Welfare		300.00
	605	Library Books and Services		1,000.00
	606	Subscriptions to Newspapers and Periodicals		1,700.00
	607	Other Supplies and Services		2,500.00
	608	Printing of Documents		1,500.00
TOTAL				US\$ 19,300.00

Codes 700 to 707 - Capital Expenditures

197. The Committee considered the budget estimates under these codes and recommended as follows:-

RECOMMENDATION:

THE COMMITTEE APPROVED THE FOLLOWING BUDGETARY APPROPRIATIONS:

CODE	702	Furniture and Fixtures	US\$	3,000.00
	703	Office Equipment		1,000.00
	706	Information Service		1,000.00
TOTAL				US\$ 5,000.00

OFFICE OF THE SCIENTIFIC SECRETARY FOR THE
JOINT OAU/FAO/WHO COMMISSION FOR FOOD AND
NUTRITION ACCRA, GHANA

198. In presenting the budget proposals of the Commission the Scientific Secretary briefed the Committee on the creation and functions of the Office. The Commission has 43 member States and six others, Gabon, Ivory Coast, Libya, Mauritania, Chad and Togo were being approached to become members. The activities of the Commission include dissemination of Technical Information on Food and Nutrition in Joint Co-operation with FAO and WHO.

199. The Committee then commenced deliberations on the budget proposals of Accra Office code by code and approved the following appropriations:

RECOMMENDATION:

Code 100 -- Personal Emoluments:-

200. The Committee considered the estimates under this Code and approved the appropriation of US\$59,500.00.

Code 102 -- Contribution to the Dissemination of Technical Information:-

201. The Committee considered estimates under this code and approved the appropriation of US\$5,000.00.

Codes 200 - 213 - Common Staff Costs:-

202. The Committee considered the estimate under Codes 200 to 213 and adopted the budget proposal of US\$46,470.00 as follows:-

CODES	200	Travel on Initial Recruitment	-
	201	Travel on Home Leave and Separation	US\$ 3,907.00
	202	Travel on Transfer	-
	203	Installation Allowance	-
	204	Dependency Allowance	1,350.00
	205	Housing Allowance	15,360.00
	206	OAU Pension Fund	-
	207	OAU Insurance Scheme	3,103.00
	208	OAU Medical Scheme	3,500.00
	209	Gratuity on Completion of Service	-
	212	Education Allowance	5,000.00
	213	Post Adjustment Allowance	14,250.00
		TOTAL US\$	46,470.00

Code 300 -- Travel of Staff on Official Duty:-

203. The Committee considered the estimate under Code 300 and approved the appropriation of US\$ 16,798.00 under the code.

Codes 400 - 406 - Rental and Maintenance of Equipment and Premises:-

204. The Committee considered the estimates under Codes 400 - 406 and adopted the budget proposal of US\$11,950.00 as follows:-

CODE 400 - Rental of Premises (Office)	US\$ -
401 - Maintenance of Vehicles	6,000.00
402 - Maintenance of Equipment	750.00
403 - Maintenance of Premises	1,000.00
404 - Utility Services (Electricity and Water)	2,500.00
406 - Insurance of Vehicles and Equipment	1,700.00
TOTAL	US\$ 11,950.00

Codes 500 - 504 - Communications:-

205. The Committee considered the estimates under Codes 500 to 504 and adopted the budget proposal of US\$5,200.00 as follows:-

CODE 500 Cables	US\$ 2,500.00
501 Telephone Services	1,500.00
502 Postage	200.00
503 Pouches	750.00
504 Freight and Transport charges of Official Documents.	250.00
	US\$ 5,200.00

Codes 600 - 607 - Miscellaneous Supplies and Services

206. The Committee considered the estimates under Codes 600 to 607 and adopted the budget proposal of US\$8,900.00 as follows:-

CODE 600 Stationery & Office Supplies	US\$ 2,500.00
601 Bank Charges & Revenue Stamps	3,000.00
603 Ordinary Hospitality	500.00
603(ii) OAH Day Celebration	1,500.00
604 Staff Welfare	300.00
605 Library Books and Services	500.00
606 Subscription to Newspapers and Periodicals	300.00
607 Other Supplies and Services	300.00
TOTAL	US\$ 8,900.00

Codes 700 - 707 - Capital Expenditure

207. The Committee considered the estimates under Codes 700 - 707 Capital Expenditure and adopted the budget proposal of US\$17,850.00 as follows:-

CODE 701 Improvement to Premises	US\$ 500.00
702 Furniture and Fixtures	1,200.00
703 Office Equipment	1,650.00
705 Telecommunications Equipment	7,500.00
707 Purchase of Official Vehicle	7,000.00
TOTAL	US\$ 17,850.00

208. The Committee decided to allocate the sum of US\$6,000.00 to purchase a generator for the Office.

The Amount should be taken from the Savings made from the current financial year 1983/84.

CENTRE FOR LINGUISTIC AND HISTORICAL STUDIES
BY ORAL TRADITION : NIAMEY - NIGER

209. The Director briefed the Committee on the activities of the Centre which consists of making African History and Culture known by oral tradition. He then presented a budget proposal of US\$614,485.00 for 1984/85 which had 5.54% compared with 1983/84 budget for the Centre.

210. The Committee commented on the activities of the Centre. It was observed that the current publications were mainly in French. The Committee urged the Centre to expand and improve its activities by including English and Arabic among its research publications. To further assist the Centre to solve its distribution problems and to generate fund into the Centre from the sales of publications the Committee suggested that the Centre should publish catalogues of its publications and send them to all Member States, universities and allied institutions.

211. The Committee then considered the budget proposals of the Centre code by code and approved the following appropriations.

RECOMMENDATION:

Code 100 - Personal Emoluments

212. The Committee in examining the budget proposals under Code 100 observed some conflicting and unrealistic figures shown as actual salary for the 1982/83. After clarifications and corrections had been made by the Secretariat the Committee approved the appropriations of US\$ 194,061.00 under this Code. The Committee also decided that the actual strength of the three workmen at the Centre should not be increased.

Codes 102 - 103 - Temporary Assistance

213. The Committee examined Codes 102 - 103 - Temporary Assistance and approved the budget estimates of US\$ 1,490.00 under these codes as follows:-

RECOMMENDATION:

CODE	102 Temporary Assistance	US\$	300.00
	103 Overtime Allowance		<u>1,190.00</u>
		TOTAL US\$	<u><u>1,490.00</u></u>

Codes 200 - 213 - Common Staff Costs

214. The Committee considered the estimates under Codes 200 to 213 (Common Staff Costs) and adopted the budget proposal of US\$251,216.00 as follows:-

CODE 200 - Travel on Initial Recruitment	US\$ -
201 - Travel on Home Leave	4,500.00
202 - Travel on Transfer	-
203 - Installation Allowance	-
204 - Dependency Allowance	20,200.00
205 - Housing Allowance	82,560.00
206 - Pension Fund	27,134.00
207 - Insurance Scheme	9,690.00
208 - Medical Scheme	3,000.00
209 - Gratuity on Completion of Service	1,512.00
212 - Education Allowance	30,000.00
213 - Post Adjustment Allowance	62,620.00
TOTAL US\$	<u>251,216.00</u>

Code 300 - Travel on Official Mission

215. The Committee considered the estimate under Code 300 Travel on Official Missions - approved the appropriations of US\$14,160.00 under this code.

Codes 400 - 406 - Rental and Maintenance of Equipment and Premises

216. The Committee considered the estimates item by item and approved the following appropriations:-

CODE 401 - Maintenance of Vehicles	US\$ -7,500.00
402 - Maintenance of Equipment	2,500.00
403 - Maintenance of Premises	2,000.00
404 - Utilities (Electricity and Water)	13,000.00
406 - Insurance of Vehicles	3,000.00
TOTAL US\$	<u>28,000.00</u>

Codes 500 - 504 - Communications

217. The Committee considered the budget proposals under Codes 500 to 504 (Communications) and adopted the sum of US\$9,000.00 provided for under these Codes.

Codes 600 to 615 - Miscellaneous Supplies and Services

218. The Committee considered the budget proposals code by code and approved the sum of US\$40,100.00 under these Codes as follows:-

CODE 600 - Stationery and Office Supplies	US\$ 3,000.00
601 - Bank Charges and Revenue Stamps	300.00
603(i) - Ordinary Hospitality	500.00
603(ii) - OAU Day Reception	1,500.00
604 - Staff Welfare	300.00
605 - Library Books and Services	1,000.00

606 - Subscription to News Papers and Periodicals,	700.00
607 - Other Supplies and Services	1,000.00
608 - Printing of Documents and Publications	20,000.00
609 - Translation and Additional Secretarial Service	600.00
610 - Training and Research Schemes	6,000.00
615 - Books written in African Languages	3,000.00
	<u>TOTAL US\$40,100.00</u>

Codes 701 to 709 - Capital Expenditures

219. The Committee considered the budget proposals under codes 701 to 709 (Capital Expenditures) and approved the sum of US\$29,500.00 under these codes as follows:-

CODE 701 - Improvement to Premises	US\$ 25,000.00
702 - Furniture and Fixtures	2,000.00
703 - Office Equipment	1,500.00
704 - Internal Reproduction Equipment	-
705 - Telecommunication Equipment	400.00
706 - Press and Information (Books and Publicity)	600.00
707 - Purchase of Vehicles	-
709 - Other Equipment	-
	<u>TOTAL US\$29,500.00</u>

Code 800 - 802 - Conferences and Technical Meetings

220. The Centre did not present any budgetary proposals under these codes and hence the Committee had nothing to approve.

Codes 900 - 904 - Contribution to Field Work

221. The Committee remarked that the Centre should improve and enlarge its activities in the field work which was one of its main function. The estimates under these codes were considered and the budget proposals of US\$70,000.00 were approved as follows:-

CODE 901 - Field Research in Member States	US\$ 42,000.00
902 - Field Research by CLHSOT	14,000.00
903 - Films on Oral Tradition	10,000.00
904 - Scientific Books	4,000.00
	<u>TOTAL US\$ 70,000.00</u>

OAU PERMANENT DELEGATION TO THE LEAGUE OF ARAB STATES - TUNIS

222. In introducing the budgetary proposals for the OAU Permanent Delegation to the League of Arab States, the Executive Secretary briefed the Committee on the functions and activities of the Office. He informed the Committee that the Office was created in 1980 but was formally opened on 25th May, 1981.

223. The functions of the Office, among other things, consist of: keeping close relationship and co-operation between the OAU and the League of Arab States; acting as an information office for the OAU before the League of Arab States; liaising with the League of Arab States Secretariat to organize joint Afro-Arab Meetings. The Office also has observer status at all meetings of the League of Arab States.

224. The Executive Secretary reported that he had participated in various meetings organized by the League of Arab States and other technical meetings organized by different bodies of the UNO.

225. The Committee in its comments emphasized the importance of the Office and asked the Executive Secretary to reactivate the co-operation between the Arab and African countries in all fields.

226. Then the debate on budgetary estimates commenced.

Code 100 - Personal Emoluments:-

227. The Committee considered the budget proposal under this code and decided as follows:

RECOMMENDATION:

- A) THE COMMITTEE AGREED THAT ONE ADDITIONAL DRIVER SHOULD BE INCLUDED IN THE ESTIMATES TO ALLOW THE OFFICE HAVE TWO DRIVERS FOR TWO VEHICLES IN ORDER TO RE-ALIGN IT WITH OTHER REGIONAL OFFICES. THE DRIVER'S SALARY WAS FIXED AT GS6 STEP 1 FOR US\$3,220.00. B) APPROPRIATION OF US\$19,880.00 SHOWN AGAINST ASSISTANT-EXECUTIVE SECRETARY WAS CORRECTED TO US\$22,400.00. C) THE COMMITTEE APPROVED APPROPRIATIONS OF US\$123,620.00 UNDER CODE 100 - PERSONAL EMOLUMENTS.

Code 103 - Overtime Allowance

228. After consideration of the budget proposal, the Committee decided to approve appropriation of US\$2,000.00 for Code 103 - Overtime Allowance.

Codes 200 - 213 - Common Staff Costs

229. Deliberation on Code 205 - Housing Allowance was lengthy. The Committee deplored the method of payment of housing allowance to staff members at the regional and sub-regional offices. The Committee then decided as follows:- a) that the whole issue of Housing Allowance be reviewed by a Sub-Committee of the Advisory Committee; b) approved the appropriation under Code 205, subject to 80% of actual rent provided the amount was within the ceiling previously set by the OAU General Secretariat; c) requested the General Secretariat to contact the Tunisian Government and discuss the issue of the OAU Office as well as the official residence for the Executive Secretary in Tunis; d) approved the following budgetary proposals under the Common Staff Costs:-

CODE 201 - Travel-on-Home-Leave	US\$24,000.00
204 - Dependency Allowance	5,000.00
205 - Housing Allowance	73,920.00
206 - Pension Fund	6,150.00
207 - Insurance Scheme	5,900.00

CODE 208 - Medical Scheme	US\$ 6,500.00
209 - Gratuity	25,000.00
212 - Education Allowance	20,000.00
213 - Post Adjustment Allowance	47,457.00
TOTAL US\$	<u>193,927.00</u>

Code 300 - Travel on Official Mission

230. In deliberating on the budgetary proposals submitted, the Committee decided to exclude the costs of transport by taxi for US\$ 1,830.00 and approved appropriation of US\$ 14,100.00.

Codes 400 - 406 - Rental and Maintenance of Equipment and Premises

231. The Committee examined the budget ~~proposal~~ under these codes and recommended as follows:-

RECOMMENDATION:

THE COMMITTEE APPROVED THE BUDGETARY APPROPRIATIONS OF US\$34,600.00 AS FOLLOWS:-

CODE 400 - Rental of Premises	US\$ 21,000.00
401 - Maintenance of Vehicles	6,000.00
402 - Maintenance of Equipment	1,000.00
403 - Maintenance of Premises	600.00
404 - Utilities (electricity & water)	2,500.00
405 - Alteration to Premises	1,000.00
406 - Insurance of Vehicles, Equipment etc.	2,500.00
TOTAL US\$	<u>34,600.00</u>

Codes 500 - 504 - Communications

232. The Committee considered the estimates under these codes and recommended as follows:-

RECOMMENDATION:

THE COMMITTEE APPROVED THE BUDGETARY APPROPRIATIONS OF US\$7,000.00 FOR THE FOLLOWING CODES:-

CODE 500 - Telegrammes and Telex)	
501 - Telephone)	
502 - Postage }	
503 - Pouches }	7,000.00
504 - Freight and Transport of Official Document)	
TOTAL US\$	<u>7,000.00</u>

Codes 600 - 608 - Miscellaneous Supplies and Services

233. The Committee considered the budget estimates under these codes and decided as follows:-

RECOMMENDATION:

THE COMMITTEE APPROVED THE BUDGETARY APPROPRIATIONS AS FOLLOWS:-

CODE 600	- Stationery and Office Supplies	US\$ 3,500.00
601	- Bank Charges and Revenue Stamps	500.00
603(i)	Hospitality	1,500.00
(ii)	OAU Day Reception	<u>4,500.00</u>
604	- Staff Welfare	500.00
605	- Library Books and Periodicals	1,000.00
606	- Newspapers	500.00
607	- Other Supplies and Services	1,000.00
608	- Printing of Documents	<u>500.00</u>
TOTAL US\$		<u><u>13,500.00</u></u>

Codes 700 - 707 - Capital ExpenditureRECOMMENDATION:

234. The Committee concluded deliberations on the budgetary proposals of the Tunis Office and approved the following Codes under the Capital Expenditure:-

CODE 702	- Furniture and Fixtures	US\$ 6,000.00
703	- Office Equipment	3,000.00
704	- Internal Reproduction Equipment	-
707	- Transportation Equipment	-
TOTAL US\$		<u><u>9,000.00</u></u>

PERMANENT OFFICE OF THE OAU IN BRUSSELS -BELGIUM

235. In his introductory address, the Ag. Director of the OAU Office in Brussels highlighted the activities of the office whose main functions are as follows:-

- to strengthen the activities of the African Group at the E.E.C. and A.C.P.;
- to provide this group with every necessary assistance and documentation;
- to maintain and consolidate the unity and solidarity of the group with a view to expanding the programmes of concrete action in respect of intra-A.C.P. co-operation.

In conclusion, he reported on the situation and work of the Office and asked that the working conditions of his staff be improved.

236. The committee then examined the budgetary proposals of the Brussels Office and decided as follows:-

RECOMMENDATION:Code 100 - Personal Emoluments

237. The Committee adopted the sum of US\$ 112,123.00 for this code.

Code 102 - Temporary Staff

238. This Committee adopted the sum of US\$ 1,500.00 for this code.

Code 103 - Overtime Allowance

239. The Committee approved the sum of US\$ 2,000.00 for this code.

Codes 200 - 217 - Common Staff Costs

240. The Committee approved appropriations of US\$ 161,391.00 as follows:-

Code 200 - Travel Expenses on Initial Recruitment	US\$ -
201 - Travel on Home Leave	5,167.00
202 - Travel on Transfer	-
203 - Installation Allowance	16,200.00
204 - Dependency Allowance	3,050.00
205 - Housing Allowance	48,000.00
206 - OAU Pension Fund	16,165.00
207 - OAU Insurance Scheme	5,775.00
208 - OAU Medical Fund	10,000.00
212 - Education Allowance	30,000.00
213 - Post Adjustment Allowance	27,034.00
TOTAL	US\$161,391.00

Code 300 - Travel on Official Mission

241. The Committee adopted the sum of US\$25,260.00 for this code.

Codes 400 - 406 - Rental and Maintenance of Equipment and Supplies

242. The Committee approved the sum of US\$56,300.00 under these codes as follows:-

Code 400 - Rental of Premises	US\$ 40,000.00
401 - Maintenance of Vehicles	3,000.00
402 - Maintenance of Equipment	4,300.00
403 - Maintenance of Premises	2,000.00
404 - Utilities, Water and Electricity	3,000.00
405 - Alteration of Premises	-
406 - Insurance of Vehicles and Equipment	4,000.00
TOTAL	US\$ 56,300.00

Code 500 - Communications

243. The Committee approved appropriation of US\$12,000.00 for this code.

Codes 600 - 608 - Miscellaneous Supplies and Services

244. The Committee approved the sum of US\$14,500.00 as follows:-

Code 600 - Stationery and Office Supplies	US\$ 3,000.00
601 - Bank Charges	500.00
603(i) Ordinary Hospitality	1,000.00
603(ii) OAU Day Reception	5,000.00
604 - Staff Welfare	300.00
605 - Library Books	1,600.00
606 - Subscription to Newspapers	600.00
607 - Furniture and Other Services	1,500.00
608 - Printing of Documents	1,000.00
TOTAL	US\$ 14,500.00

Codes 702 - 707 - Capital Expenditure

245. The Committee approved the sum of US\$9,000.00 as follows:-

Code 702 - Furniture and Fixtures	US\$ -
703 - Office Equipment	1,000.00
705 - Telecommunication Equipment	-
707 - Purchase of Car	8,000.00
TOTAL	US\$ 9,000.00

246. The Committee considered the request of the Acting Director of Brussels Office for additional staff and requested the General Secretariat to make the following arrangements:-

- i) That the Staff of Brussels Office be increased by one Translator and one Secretary;
- ii) That the two Officers be transferred from Geneva Office where the Committee had noted overstaffing;
- iii) That the personal emoluments and related allowances of the two Officers be transferred to Brussels Office as from 1st June 1984.

INTER-AFRICAN BUREAU ON TROPICAL FORESTS
LIBREVILLE - GABON

247. The Committee noted that the Inter-African Bureau on Tropical Forests, Libreville, Gabon, had not been in operation and therefore decided to adopt the previous budgetary proposals of US\$415,990.00 as follows:

Code 100 - Personal Emoluments	US\$ 107,926.00
200-213 - Common Staff Costs	273,064.00
300 - Travel of Staff on Official Duty	6,000.00
400-406 - Rental and Maintenance of Equipment and Premises	14,500.00
500 - Communications	5,000.00
600-607 - Miscellaneous Supplies and Services	6,000.00
700-707 - Capital Expenditure	31,000.00
TOTAL	<u>US\$ 443,490.00</u>

248. After the adoption of the budgetary proposals of the General-Secretariat, the Regional and Sub-Regional offices, the Committee made the following general recommendations:-

1. THAT THE BUDGET ACCOUNTING CODES OF THE GENERAL SECRETARIAT SHOULD BE STANDARDIZED AND USED SIMILARLY BY ALL THE REGIONAL AND SUB-REGIONAL OFFICES TO AVOID CONFUSION IN FUTURE.
2. THAT THE GENERAL SECRETARIAT SHOULD MAKE AVAILABLE TO THE MEMBERS OF ADVISORY COMMITTEE THE LIST OF ALL VACANT POSTS IN THE ORGANIZATION AT THE BEGINNING OF EACH BUDGETARY SESSION.
3. THAT ALL THE REGIONAL AND SUB-REGIONAL OFFICES SHOULD SEND TO THE SECRETARIAT COPIES OF THE LEASE AGREEMENT OF THE STAFF MEMBERS' HOUSES DULY REGISTERED BY THE OFFICIAL AUTHORITIES OF THE HOST COUNTRIES CONCERNED AND PAYMENT OF THE HOUSING ALLOWANCE SHOULD BE BASED ON 80% OF ACTUAL RENT WITHIN THE STATUTORY CEILING.

4. THAT THE STAFF MEMBERS OF THE ORGANIZATION TRAVELLING ON HOME LEAVE SHOULD BE PAID TWO DAYS PER DIEM ONLY, THAT IS, ONE DAY'S PER DIEM TO AND ONE DAY PER DIEM FROM THE NATIONAL CAPITAL.
5. THAT NO PER DIEM, TERMINAL OR TRANSPORT EXPENSES BE PAID TO STAFF MEMBERS FROM THE NATIONAL CAPITAL TO THEIR HOME TOWNS OR VILLAGES.
6. THAT AT EACH BUDGETARY SESSION OF THE AD-HOC COMMITTEE THE REGIONAL AND SUB-REGIONAL OFFICES SHOULD SUBMIT WRITTEN REPORTS ON THEIR PROGRAMMES OF WORK FOR THE FINANCIAL YEAR UNDER CONSIDERATION AND STATEMENT OF THEIR ACTIVITIES DURING THE PREVIOUS FINANCIAL YEAR.
7. THAT THE GENERAL SECRETARIAT ATTACHES FINANCIAL IMPLICATIONS TO ALL THE DRAFT RESOLUTIONS SUBMITTED TO THE COUNCIL OF MINISTERS AS WELL AS OTHER MEETINGS OF THE OAU.
8. THAT THE COUNCIL OF MINISTERS ESTABLISH AN AD-HOC COMMITTEE OF EXPERTS TO EXAMINE CONDITIONS OF SERVICE OF ALL MEMBERS OF STAFF AND REVIEW EXISTING STRUCTURE OF THE SECRETARIAT WITH A VIEW TO REMOVING ADMINISTRATIVE AND FINANCIAL ANOMALIES AND OTHER CIRCUMSTANCES AFFECTING THE SMOOTH AND EFFICIENT PERFORMANCE OF THE SECRETARIAT AND MAKE APPROPRIATE RECOMMENDATIONS THEREON.

ADDITIONAL COST FOR THE RENOVATION OF OAU NEW
OFFICE IN NEW YORKFBM/3 (XXXVII)

249. The Assistant Secretary-General (Finance) introduced the document. He said that the Executive Secretary, New York, had already briefed the Committee on the cost escalation of the renovation of the new OAU Office in New York before his departure. He explained that the delay by the Organization in settling the contractors' bill had resulted in extra cost escalation. The Assistant Secretary-General believed that the escalation amount as presented by the Executive Secretary of New York in the document was reasonable and urged the Committee to approve it for payment.

250. The Committee expressed its dissatisfaction to the fact that the Secretariat should give more details of the cost escalation of the New York Office. The Committee was also concerned that the amount asked for was not clearly indicated in the document.

251. After a careful study of the document, the Committee concluded that the cost escalation was US \$247,000 and therefore approved the amount with the following conditions: (i) that the amount should be the last sum voted for the renovation of the new office in New York; (ii) that the Secretariat should make the fund available to New York Office to avoid any additional cost.

APPLICATION FOR FUND TO SERVICE AFRO-ARAB COMMISSION

MEETING AND MINISTERIAL CONFERENCE

FBM/4 (XXXVII)

252. The Secretariat briefly introduced the document and informed the Committee that since 1982, it had not been possible to hold the meetings of the Standing Committee of Afro-Arab Co-operation and the Ministerial Meeting. However, negotiations were still on to decide when the next meeting of the Standing Committee and Ministerial Meetings could be held. Since no money was voted in the 1983/84 Budget, the Secretariat was asking the Committee to vote a sum of US\$263,655.00 to enable the Afro-Arab Meetings take place.

253. The Committee remarked that the budget under consideration was in respect of 1984/85 financial year and that the request from the Secretariat was for 1983/84 budget which had been previously approved.

254. The Committee therefore decided that:- Since the 1983/84 budget had already been voted, the proper thing for the Secretariat to do is to apply for virement from the budgetary appropriations of 1983/84 to hold the Afro-Arab Co-operation Meetings.

ESTABLISHMENT OF AN INTERNATIONAL CO-ORDINATION OFFICE
FOR THE PROJECT FOR THE DEVELOPMENT OF THE FOUTA DJALLON
REGION AT LABE, REPUBLIC OF GUINEA - FBM/5 (XXXVII)

255. The Assistant Secretary-General-in-charge of Education, Scientific, Cultural and Social Affairs Department introduced the budgetary proposals for the establishment of an International Co-ordination Office for the project for the development of the Fouta Djallon Region at Labe, Republic of Guinea. He informed the Committee that by resolution CM/Res.756(XXXIII), in Monrovia in 1979, the Heads of State and Government approved the recommendations to establish the project. At the national level, the Guinea Government has accepted to contribute US \$700,000 towards the project while the UNDP would finance it and FAO would be the executing body. In this respect, the OAU should establish and finance an International Co-ordination Unit at Labe. Already, the Secretariat had recruited an expert as an International Co-ordinator to start work as from January, 1984. The Assistant Secretary-General then concluded by requesting the Committee to consider and approve the appropriations of US\$397,141.00 for the project.

256. The Committee then asked the Secretariat whether UNDP which had embarked in cutting down its funds on development projects would continue to fund the project up to the end. While the Committee held the view that the principle of the project was acceptable, it felt that the number of staff to co-ordinate the project was high. It then appealed to the Secretariat to reduce the number of staff to the barest minimum.

257. In answer, the Secretariat assured the Committee that UNDP would fund the project up to the end. With regard to the staff, the Secretariat explained that the office would have the status of a Regional Office which would terminate at the end of the project estimated to last between three to four years. Also the staff of the office would be recruited on contract bases.

258. After this explanation the Committee recommended to:

APPROVE THE APPROPRIATIONS OF US\$397,141.00 FOR THE ESTABLISHMENT OF THE INTERNATIONAL CO-ORDINATION UNIT.

INTRODUCTION OF PORTUGUESE AS AN OAU WORKING LANGUAGE

FBM/6 (XXXVII)

259. The Assistant Secretary-General in-charge-of Finance introduced the budgetary proposal of US\$846,895.00 for the introduction of Portuguese as an OAU Working Language. He informed the Committee that the five Portuguese speaking countries, namely, Angola, Cape Verde, Guinea-Bissau, Mozambique and Sao Tome and Principe at a Summit Conference held in September 1982 decided on the need to introduce Portuguese as a working language in the OAU and therefore requested the General Secretariat to take appropriate measures for the implementation of this decision. The request was submitted to the Secretariat by the Foreign Minister of Cape Verde who was mandated by the five Heads of State. The Secretariat further explained that the adoption of Portuguese as a working language of the OAU was of particular importance to these countries because it would help them participate more actively in the work of the Organization. However, before the adoption could be effected, there should be a modification of the OAU Charter which at present provided for, if possible, African languages, French and English.

260. After discussing the item, the Advisory Committee noted that by a previous resolution (CM/763 (XXXIII) the Council of Ministers had decided that in that connection, it was necessary to comply with the procedure provided for in Article XXXIII of the Charter. Consequently, the Advisory Committee requested the Secretary-General:

- i) TO IMPLEMENT THE ABOVE-MENTIONED DECISION OF THE COUNCIL OF MINISTERS.
- ii) TO INFORM THE FIVE PORTUGUESE-SPEAKING AFRICAN STATES CONCERNED, THE DECISION OF THE ADVISORY COMMITTEE ON THIS MATTER.

CREATION OF A SPECIAL FUND FOR REFUGEES

FBM/10 (XXXVII)

261. The Director of the Bureau for Refugees presented the request for the creation of a contingency Special Fund for Refugees. In his introductory statement he told the Committee that Africa's refugee population had been increasing steadily and had by 1980 reached an alarming figure of five million which was half of the total population of refugees in the world. As lack of fund to meet the basic needs of the refugees had contributed greatly to the deterioration of the living conditions of the refugees on the continent, it was therefore suggested to the Committee to authorize the OAU Secretariat to establish a Special Fund for Refugees aimed at alleviating their plight. By creating the Fund the Secretariat should be given the mandate to carry out a fund raising campaign not only from African Countries but also from outside Africa.

262. The Committee after discussing the document then decided as follows:

- i) AUTHORIZED THE SECRETARY-GENERAL TO CREATE A SPECIAL FUND FOR REFUGEES IN ACCORDANCE WITH THE CONDITIONS AND MODALITIES LAID DOWN IN ARTICLE 23 OF THE RULES OF PROCEDURE OF THE GENERAL SECRETARIAT EFFECTIVE 1ST JUNE 1984.
- ii) THAT THE SECRETARIAT SHOULD MAKE AN INITIAL DEPOSIT OF 1% OF THE BUDGET FOR 1984/85 INTO THE FUND.
- iii) THAT THE SPECIAL FUND A/C SHOULD BE OPENED WITH A BANK.
- iv) THAT THE GENERAL SECRETARIAT IS AUTHORIZED TO MAKE AN APPEAL TO THE MEMBER STATES, NON-AFRICAN COUNTRIES AND INTERNATIONAL ORGANIZATIONS TO CONTRIBUTE TO THE FUND.
- v) THAT THE OAU SECRETARY-GENERAL SHOULD BE THE ACCOUNTING OFFICER WHO SHOULD ENSURE PROPER MANAGEMENT OF THE FUND.

CONSIDERATION OF THE REPORT OF THE SUB-COMMITTEE

263. During the budgetary session, certain matters amongst which were fringe benefits given to staff members were called to question, and the Advisory Committee set up a Sub-Committee to consider the cases and make appropriate recommendations.

264. The Sub-Committee set up was composed of the representatives of the following countries:- Algeria, Congo, Ivory Coast, Kenya, Malawi, Morocco, Nigeria, Uganda, Zaire and Zambia.

265. The Chairman of the Sub-Committee, Ambassador of Zambia presented to the Advisory Committee their report with recommendations.

The matters considered were:-

- i) Problem of MCOs
- ii) Review of the rate of the daily subsistence allowance (per diem) and Terminal Expenses
- iii) Review of the Education Allowance
- iv) Post Adjustment Allowance
- v) Housing Allowance
- vi) Subventions to be granted to African Organizations.
- i) Problem of MCOs

266. The Committee discussed the recommendations of the Sub-Committee and after a minor amendment approved the following:-

RECOMMENDATIONS:-

A) TRAVEL ON OFFICIAL MISSIONS

THE COMMITTEE AGREED TO LEAVE THE SECRETARY-GENERAL DETERMINE, WHENEVER NECESSARY THE WEIGHT OF DOCUMENTS TO BE TRANSPORTED FOR MEETINGS AND CONFERENCES IN ACCORDANCE WITH THE PROVISIONS OF THE STAFF RULES AND REGULATIONS.

B) HOME LEAVE

- i) THE COMMITTEE APPROVED THAT THE STAFF MEMBERS ON HOME LEAVE SHALL BE ENTITLED TO THE FOLLOWING WEIGHTS:-
 - 20 KILOS OF UNACCOMPANIED BAGGAGE FOR THE STAFF MEMBER;
 - 10 KILOS OF UNACCOMPANIED BAGGAGE FOR THE SPOUSE;
 - 5 KILOS OF UNACCOMPANIED BAGGAGE FOR EACH DEPENDENT CHILD; AND
 - 5 KILOS OF EXCESS BAGGAGE PER PERSON.
- ii) APPROVED THAT THE STAFF MEMBERS WOULD BE FREE TO CONVERT THE WEIGHT OF UNACCOMPANIED BAGGAGE, TO WHICH THEY WERE ENTITLED INTO EXCESS BAGGAGE;
- iii) APPROVED THAT JUSTIFICATION OF THE USE OF MCOs, IS OBLIGATORY AFTER RETURN FROM HOME LEAVE;
- iv) AGREED THAT THE DATE OF APPLICATION IS FROM 1ST JUNE, 1984;
- v) THAT THE OAU SHALL BEAR THE COST OF AIR FARE OF STAFF MEMBERS ON HOME LEAVE FROM THEIR DUTY STATIONS TO THEIR NATIONAL CAPITALS.

C) TRAVEL ON INITIAL RECRUITMENT:

THE COMMITTEE APPROVED THAT:-

ON FIRST APPOINTMENT, AND ENTITLED MEMBER OF STAFF RECRUITED FOR TWO YEARS OR MORE FROM OUTSIDE THE COUNTRY OF DUTY STATION MAY BE REIMBURSED EXPENSES IN TRANSPORTATION OR EXCESS BAGGAGE OR UNACCOMPANIED PERSONAL EFFECTS AND HOUSEHOLD GOODS, WITHIN ONE YEAR FOLLOWING DATE OF APPOINTMENT, AS FOLLOWS:-

(a) BY LAND AND/OR BY SEA

UP TO A MAXIMUM OF:

- 200 KILOS (1 CUB METER OR 440 LBS OR 44 CUB FEET) FOR THE STAFF MEMBER.
- 100 KILOS (1 CUB METER OR 220 LBS OR 22 CUB FEET) FOR ONE DEPENDENT WIFE.
- 50 KILOS ($\frac{1}{2}$ CUB METER OR 110 LBS OR 11 CUB FEET) FOR EACH DEPENDENT CHILD UP TO A MAXIMUM OF SIX CHILDREN.

(b) BY AIR

UP TO A MAXIMUM OF:

- 50 KILOS UNACCOMPANIED BAGGAGE AND
- 10 KILOS EXCESS BAGGAGE FOR EACH ELIGIBLE PERSON AUTHORIZED TO TRAVEL AT THE EXPENSE OF THE ORGANIZATION.

NOTE: NO COSTS FOR PACKING, CRATING, CARTAGE, UNPACKING, UNCRATING AND STORAGE WILL BE PAID BY THE ORGANIZATION.

D) TRAVEL ON TRANSFER AND SEPARATION FROM SERVICE

The Committee approved to maintain the status quo as follows:-

i) TRAVEL ON TRANSFER

THE ORGANIZATION OF AFRICAN UNITY SHALL PAY THE EXPENSES OF REMOVING A STAFF MEMBER'S HOUSEHOLD GOODS AND PERSONAL EFFECTS FROM THE PLACE OF ACTUAL DUTY STATION TO THE NEW OFFICIAL DUTY STATION BY THE MOST ECONOMICAL MEANS, INCLUDING WEIGHT OR VOLUME OF PACKING AND CRATING UP TO THE MAXIMUM OF:

(a) BY SEA/OR BY LAND

- i. 1000 KILOS (9 CUB METERS OR 2,200 LBS OR 220 CUB FEET) INCLUSIVE OF PACKING CRATES AND LIFT VANS, FOR STAFF MEMBERS WITHOUT DEPENDENTS;

- ii. 150 KILOS (11 CUB METERS OR 3,300 LBS OR 330 CUB FEET)
FOR STAFF MEMBER AND WIFE WITHOUT CHILDREN;
- iii. 2000 KILOS (13 CUB METERS OR 4,400 LBS OR 440 CUB FEET)
FOR STAFF MEMBER AND WIFE WITH ONE TO TWO CHILDREN;
- iv. 2500 KILOS (15 CUB METERS OR 5,500 LBS OR 550 CUB FEET)
FOR STAFF MEMBER AND WIFE WITH THREE TO SIX CHILDREN.

(b) BY AIR

50 KILOS UNACCOMPANIED BAGGAGE AND 10 KILOS EXCESS BAGGAGE
FOR EACH ELIGIBLE PERSON.

N.B. THE ORGANIZATION WILL PAY REASONABLE COSTS OF PACKING
AND CRATING ONLY.

ii) TRAVEL ON SEPARATION

THE ORGANIZATION OF AFRICAN UNITY SHALL PAY THE EXPENSES
OF REMOVING A STAFF MEMBER'S HOUSEHOLD GOODS AND PERSONAL
EFFECTS TO THE PLACE RECOGNIZED AS HIS HOME OR ANY OTHER
ONE PLACE AUTHORIZED BY THE SECRETARY-GENERAL IN
EXCEPTIONAL CASES ON SUCH TERMS AND CONDITIONS AS HE
DEEMS APPROPRIATE, PROVIDED THE GOODS AND EFFECTS WERE
IN THE STAFF MEMBER'S POSSESSION AT THE TIME OF SEPARA-
TION AND ARE BEING TRANSPORTED FOR HIS OWN USE, AND
THAT THE TRAVEL EXPENSES BORNE BY THE ORGANIZATION SHALL
NOT EXCEED THE MAXIMUM AMOUNT THAT WOULD HAVE BEEN
PAYABLE ON THE BASIS OF RETURN TRANSPORTATION TO THE
PLACE OF RECRUITMENT OR HOME LEAVE.

PAYMENT BY THE ORGANIZATION OF AFRICAN UNITY OF REMOVAL EXPENSES
SHALL BE SUBJECT TO THE FOLLOWING CONDITIONS:

THE MAXIMUM WEIGHT INCLUDING WEIGHT OR VOLUME OF PACKING AND
CRATING, FOR WHICH ENTITLEMENT TO REMOVAL AT THE ORGANIZATION'S
EXPENSE SHALL BE:

(a) BY SEA/OR BY LAND

- i. 1000 KILOS (9 CUB METERS OR 2,200 LBS OR 220 CUB FEET)
INCLUSIVE OF PACKING CRATES AND LIFT VANS, FOR STAFF
MEMBERS WITHOUT DEPENDENTS;
- ii. 1500 KILOS (11 CUB METERS OR 3,300 LBS OR 330 CUB FEET)
FOR STAFF MEMBER AND WIFE WITHOUT CHILDREN;
- iii. 2000 KILOS (13 CUB METERS OR 4,400 LBS OR 440 CUB FEET)
FOR STAFF MEMBER AND WIFE WITH ONE TO TWO CHILDREN;
- iv. 2500 KILOS (15 CUB METERS OR 5,500 LBS OR 550 CUB FEET)
FOR STAFF MEMBER AND WIFE WITH THREE TO SIX CHILDREN.

(b) BY AIR

50 KILOS UNACCOMPANIED BAGGAGE AND
10 KILOS EXCESS BAGGAGE FOR EACH ELIGIBLE PERSON.

- (c) THE ORGANIZATION OF AFRICAN UNITY SHALL NOT PAY REMOVAL EXPENSES REFERRED TO IN ITEM 4 (a) SUB-ITEMS i, ii, iii, AND IV ABOVE TO ENTITLED STAFF MEMBERS WHO HAVE NOT COMPLETED AT LEAST TWO YEARS SERVICE WITH THE ORGANIZATION AT THE TIME OF SEPARATION. HOWEVER, THE SECRETARY-GENERAL MAY IN EXCEPTIONAL CASES AND IF IN HIS OPINION, THERE EXIST SPECIAL REASONS FOR GRANTING SUCH AUTHORIZATION (IF AND WHEN REQUESTED IN WRITING BY THE OFFICER CONCERNED) MAY AUTHORIZE SUCH OFFICER TO MAKE USE OF THE ENTITLEMENT. BUT IN THE EVENT OF DISMISSAL FOR WHATEVER REASON, OR LEAVING THE SERVICE FOR REASONS OF INCAPACITATION BEFORE THE COMPLETION OF THE TWO YEARS, THE OFFICER CONCERNED SHALL BE ENTITLED TO REMOVAL OF HIS PERSONAL EFFECTS AT THE EXPENSE OF THE ORGANIZATION IN ACCORDANCE WITH ITEM 1 (a) and 1 (b) ABOVE.

- (d) THE ORGANIZATION WILL PAY REASONABLE COSTS OF PACKING AND CRATING ONLY.

II) REVIEW OF THE RATE OF PER DIEM AND TERMINAL EXPENSES

267. The Advisory Committee discussed the recommendations of the Sub-Committee and after amendments were effected took the following decision:-

RECOMMENDATION:-

THE COMMITTEE APPROVED THE FOLLOWING LUMP SUMS AS PER DIEM RATES FOR THE DIFFERENT CATEGORIES OF STAFF MEMBERS OF THE ORGANIZATION:-

- | | |
|---|-------------|
| a) SECRETARY-GENERAL | US \$150.00 |
| b) ASSISTANT SECRETARY-GENERAL | 130.00 |
| c) EXECUTIVE SECRETARIES, INSPECTOR GENERAL,
DIRECTORS OF DEPARTMENTS AND MEMBERS OF
THE BOARD OF EXTERNAL AUDITORS | 100.00 |
| d) PROFESSIONAL STAFF | 90.00 |
| e) OTHERS | 80.00 |

Terminal Expenses

268. The Committee decided to approve the recommendation of the Sub-Committee to increase the Terminal Expenses from US\$6.00 to US\$12.00.

RECOMMENDATION:

APPROVED THAT THE TERMINAL EXPENSES BE INCREASED FROM US\$6.00 TO US\$12.00.

269. III. Review of the Education Allowance

The Advisory Committee considered the recommendations of the Sub-Committee and after amendments recommended as follows:-

RECOMMENDATION:

- i) that 75% of actual school fees be refunded to parents or or paid to schools with a ceiling of (a) US\$2,500.00 at the Headquarters, Regional and Sub-Regional Offices; (b) US\$3,000.00 for New York, Geneva and Brussels Offices;
- ii) that the following other recommendations should be referred to the Sub-Committee of 14 Experts on Structural Review of the OAU;
 - a) Standardization of School Fees in accordance with the ceiling;
 - b) Payment of Education Allowance for each child up to 21 years of age for a normal child and 24 years for a disabled child;
 - c) Payment of a return air ticket once every school year between the school and the duty station of the parents;
 - d) Refund of 80% to the staff member of medical expenses incurred for a sick child staying outside the duty station of parents.

IV. Post Adjustment Allowance

270. The Advisory Committee noted that the Sub-Committee could not find an immediate solution to the problem of Post Adjustment Allowance and it therefore requested the Secretariat to continue its research on the issue.

RECOMMENDATION:

THE ADVISORY COMMITTEE VIEWED THE PROBLEM OF POST ADJUSTMENT ALLOWANCE AS COMPLEX AND RECOMMENDED TO REFER THE MATTER TO THE SUB-COMMITTEE OF 14 EXPERTS ON STRUCTURAL REVIEW OF THE OAU.

271. V. Housing Allowance

The Advisory Committee noted that the Sub-Committee could not arrive at a solution but it merely commented on the decisions taken on the problem by the Assembly of Heads of State and Government at their meeting in Monrovia in 1979, and the action taken by the Secretariat in 1980, setting ceiling for each category of staff members, both of which had financial and political implications.

The Committee considered the matter and recommended as follows:-

- i) To refer the problem of Housing Allowance to the Sub-Committee of 14 Experts on Structural Review of the OAU;
- ii) To ask the Secretary-General to take appropriate measures to remedy the cases of staff members who have suffered as a result of the application of Circular No.154/SG.80 of 24th July 1980 which set the ceilings for each category of staff.

272. VI. Subventions to African Organizations

The Advisory Committee adopted the recommendation of the Sub-Committee:

- i) that considering the budgetary and financial constraints of the OAU, no subvention to African Organizations should be granted for the Financial Year 1984/85 until the Secretariat could pay subventions granted previously;
- ii) that the General Secretariat should transmit the decision of the Advisory Committee to the respective Organizations.

CLASSIFICATION AND STANDARDIZATION OF POSTS OF SECRETARIES,CLERKS AND OTHER RELATED GRADES FEM/8 (SSSVII)

273. The Assistant Secretary-General, Administration, introduced the document. He told the Committee that since the inception of the Organization, the Secretariat had neither established a uniform system of grading Secretaries, Clerks and other related grades nor introduced a suitable Career Development Programme for the staff in these categories. In presenting the case of the Proof-Readers, he mentioned that their present classification did not comply with the provisions of Article 6, of the Staff Rules which classified Proof-Readers in the Second category of Group II as professionals and Technical Staff. He therefore strongly requested the Committee to consider the reclassification of the Proof-Readers and other categories of staff at appropriate levels of salaries.

274. The Committee deliberated on the issue at a great length. It noted that the anomalies stated in the document had been with the Organization for a long time and wondered why it had just been submitted to the Committee. Since the issue affected the progress of Staff Members some delegations felt the document should be considered immediately while others held the view that it should be deferred because the matter needed an indepth study to redress the affected staff and furthermore the Secretariat had not included in the document the financial implications. The Committee observed also that the document as presented had not adequately corrected the anomalies identified.

275. Before concluding the debate, the Committee called on the Representative of the Staff Association to make a statement. In his address, the Representative of the Staff Association appealed to the Committee to consider the matter in the spirit of justice and equity. He explained that the reclassification of Secretaries would not have any financial implications. He agreed with the Committee to have an indepth study of the matter by a Sub-Committee whose terms of reference should be well defined and a time limit determined to complete its assignment.

276. The Chairman noted the Statement of the Representative of the Staff Association and assured him that his requests would be taken into consideration. He was therefore, asked to submit a written document of his address to the Committee.

277. Then the Committee agreed to defer the classification and Standardization of Posts of Secretaries, Clerks and other related Grades and recommended to refer the whole matter to the proposed Ad-hoc Committee of 14 Experts on OAU Structural Reform comprising Cameroon, Congo, Egypt, Ethiopia, Ghana, Guinea, Libya, Mozambique, Nigeria, Sudan, Tanzania, Togo, Zaire and Zambia.

278. With reference to the Committee's recommendation the Ethiopian delegation expressed its reservation on the matter because quote "in view of the fact that the Advisory Committee refused to up-hold the principle of equal pay for equal work and thereby denys (sic) the rectification of the plight of locally recruited staff members at Headquarters and Regional Offices, Ethiopia reserves her right to raise the issue at the 40th Ordinary Session of the Council of Ministers, scheduled to take place in February 1984 at Addis Ababa" unquote.

REVIEW OF CRITERIA FOR GRANTING OBSERVER STATUS

DOCUMENT CM/1229 (XL)

279. In introducing the Document CM/1229 (XL) the Secretariat recalled the mandate given to the Advisory Committee by Resolution CM/913(XXIVIII) to review the criteria for granting observer status with the OAU. The Secretariat then explained how observer status with the OAU was being granted to African Organizations.

280. After a thorough examination of the document, the Committee observed that there was a proliferation of requests for subventions from African Organizations granted observer status and remarked that the OAU could not afford to squander its funds in this manner. The Committee felt that these Organizations should find their own source of finances as granting of observer status should not be regarded as an automatic right to subvention.

281. The Committee agreed that the existing criteria for granting observer status were satisfactory but the problem noted was that Member States did not strictly apply the rules. The Committee therefore decided:

TO RECOMMEND TO THE COUNCIL OF MINISTERS THAT THE EXISTING
CRITERIA FOR GRANTING OBSERVER STATUS WERE SATISFACTORY
AND THAT THEY SHOULD BE APPLIED STRICTLY AND DISCOURAGE
GRANT OF SUBVENTIONS.

REQUEST FOR EXEMPTION FROM ARREARS OF CONTRIBUTION

SUBMITTED BY CHAD -- CM/1223 (XL) ADDENDUM

282. The General Secretariat presented to the Committee the request of the Republic of Chad that it be exempted from payment of arrears of contribution due to the OAU Regular Budgets from 1970/71 to 1983/84 totalling US\$900,502.33.

283. The Committee debated on whether the Advisory Committee was competent to consider such a request at its level or whether the matter should be referred to the Council of Ministers. The Committee then subsequently decided:-

To refer the request of the Republic of Chad for Exemption from Arrears of contribution due to the OAU Regular Budgets from 1970/71 to 1983/84, totalling US\$900,502.33 to the Council of Ministers to consider and take appropriate decision.

284. ANY OTHER BUSINESS

During the discussions on any other business the Committee decided on the following:-

1. That only the official delegation of the Secretariat should be admitted into the Conference Hall during the meeting of the Advisory Committee;
 2. That the General Secretariat should attach financial implications to all documents involving expenditures when being submitted to the Advisory Committee for consideration;
 3. That the General Secretariat should prepare financial implications of all draft resolutions submitted to the Council of Ministers and all other meetings of the OAU;
 4. That before the budgetary Session is held the Secretariat should submit to the Bureau of the Advisory Committee, Administrative Matters for consideration to allow the Committee concentrate mainly on budgetary proposals during its meeting;
 5. That when Heads of African Diplomatic Missions or their representatives undertake official missions for the OAU, they should be accorded the same facilities given to the Assistant Secretaries-General as follows:
 - i) First Class air tickets
 - ii) Per Diem allowance at the rate of US\$130.00;
285. The Advisory Committee having been informed of the earthquake which shook one of the regions of the People's Revolutionary Republic of Guinea, observed one minute silence in memory of the victims;
286. To demonstrate OAU's solidarity with the People of Guinea who have been severely affected by this natural catastrophe, the Committee authorized the Secretary-General of the OAU to assist the country with US\$150,000. It stressed that the smallness of the assistance was due to the tight financial situation of the Organization. However the symbolic gesture in itself shows the willingness of the OAU to share in the difficult moments the People of Guinea were passing through;
287. On behalf of his Government, the Representative of Guinea expressed his profound thanks and gratitude to the Advisory Committee and to the General Secretariat of the OAU for their generous assistance to the victims of the earthquake in Guinea, and gave the assurance that he would faithfully inform the Government of his country of that magnanimous gesture. He then thanked, on behalf of his Government all the OAU Member States who, following the calamity, rallied round to express their brotherly solidarity with the People's Republic of Guinea;

288. The OAU Secretary-General a.i. then addressed the Committee. He remarked that certain lapses observed by the Committee on the part of the General Secretariat were unintentional. He gave the assurance that the Secretariat would learn from the present Session to do better in future. He then informed the Committee that the 140th Ordinary Session of the Council of Ministers would take place in Addis Ababa, Ethiopia from 27 February to 7 March 1984;
289. Finally, in closing the 37th Session of the Advisory Committee on 4 January 1984 at 7.30 p.m.; the Chairman thanked members of the Advisory Committee, on behalf of the Bureau, for their active participation in the work of the Committee. Then on behalf of the members of the Committee he extended his gratitude to the General Secretariat and particularly, to the interpreters, for their services which enabled the Committee to bring its deliberation to a successful end.
290. The total budget for the 1984/85 Fiscal Year, amounting to US \$25,305,171.00 representing an increase of US\$7,691,935.00 (7.17%) over the 1983/84 budget of US\$23,613,326.00 was approved.

DRAFT TERMS OF REFERENCE

1. During its consideration of the Draft Budget Estimates for 1984/85 in general, and, in particular, the item entitled "Classification and Standardization of Secretaries, Clerks and other Related Grades", the OAU Advisory Committee on Administrative, Budgetary and Financial Matters observed and decided that there was need to recommend to the Council of Ministers, that an Ad-Hoc Committee of experts be established to review the service conditions of the staff members as well as the existing structure so as to remove the administrative anomalies and other factors affecting, the smooth and efficient performance of the General Secretariat and make appropriate recommendations. The recommendations of the Ad-Hoc Committee should not necessarily have financial implications. The work of the Ad-Hoc Committee should not necessarily entail additional financial implications. Consequently, the following draft terms of reference of this Ad-Hoc Committee was approved by the Committee:

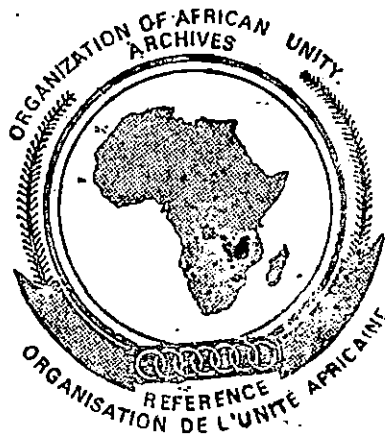
- i. to make a comprehensive review of the service conditions of all staff of the OAU Secretariat, including other benefits and pensions;
- ii) to review the criteria for recruitment of staff and existing policies and practices. In particular, to ascertain and establish the equivalency of academic qualifications such as diplomas and degrees normally presented by aspirant employees from different educational institutions;
- iii. to draw up a scheme of service detailing the career prospects of staff members;
- iv. to regrade, reclassify and harmonize posts, particularly at the technical and supportive levels with a view to ensuring fair remuneration taking into account qualifications, efficiency and experience;
- v. to review the existing structure within the Secretariat with an overall view of making its activities programme-oriented and avoiding duty-over-lapping, wasteful duplication and, as far as possible, ensure equitable distribution of duties and responsibilities among established departments;
- vi. to review the present staff regulations with a view to improving it and removing the existing anomalies; and take steps to encourage professional competence and efficiency on the one hand, and introduce appropriate punitive measures against indiscipline and incompetence of the staff members on the other hand; and,
- vii. to review the relationship between the General Secretariat and Regional Offices in the light of the responsibilities entrusted to the General Secretariat under the Lagos Plan of Action and the Final Act of Lagos.

2. In view of the urgency to undertake some of the tasks spelt above, the Committee recommends that Member States whose experts served in the previous Ad Hoc Committee on Structure as established by Resolution CM/Res.607(XXX) from the new Ad Hoc Committee, that is to say:

Cameroon, Congo, Egypt, Ethiopia, Ghana, Guinea, Libyan Arab Jamahiriya, Mozambique, Nigeria, Sudan, Tanzania, Togo, Zambia and Zaire.

3. Furthermore, the Committee recommends that the Ad Hoc Committee should accomplish its work and submit its findings and recommendations within six months from March 1984.

4. To ensure efficiency and expedition, the Ad Hoc Committee is expected to have full cooperation and assistance of the Secretary General and his staff. In this regard, the Secretary General is requested to seek additional technical assistance from the UN System under the existing Co-operation Agreements.



January, 1984.

1984-02-27

Report of the Thirty-Seventh Ordinary Session of the Advisory Committee on Administrative, Budgetary and Financial Matters (28 November to 9 December 1983 and 19 - 22 December 1983

Organization of African Unity

Organization of African Unity

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