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REPORT OF THE 5TH GENERAL ASSEMBLY OF THE
AFRICAN POPULATION COMMISSION (APC)

REPORT OF THE 5th ORDINARY SESSION OF THE AFRICAN POPULATION COMMISSION (APC) WHICH WAS HELD IN ADDIS ABABA (AFRICAN UNION HEADQUARTERS) ON 27-28 APRIL 2005

Theme: “Africa’s Contribution to the Mid-term Review of the Millennium Development Goals”

INTRODUCTION

1. The African Population Commission (APC) was established in May 1994, as one of the specialized agencies of the erstwhile Organization of African Unity (OAU) and now of the African Union (AU).
2. The responsibilities of the APC include, among others, coordination of the activities of the National Population Commissions, similar national institutions and organizations; and monitoring and evaluating the implementation of the resolutions and declarations adopted by African countries.
3. The General Assembly is the main policy organ of the APC and is constituted of the highest officials of National Population Commissions and/or similar institutions of the AU Member States and holds its Session once every two years. Activities of the African Population Commission are coordinated by a Joint Secretariat consisting of AU, ECA and ADB in close collaboration with the UNFPA. The AU is the lead organization and the co-ordinator of this Secretariat.
4. The APC convened in January 2005 in Durban, South Africa as an Experts Meeting of African Ministerial Conference on Housing and Urban Development (AMCHUD). During this meeting some of the APC Members, representatives of the African Union Commission and UNFPA decided to convene a Special Session of the APC due to lack of representatives from National Population Commissions at the AMCHUD and also in response to the Decision of African Heads of State and Government in the January 2005 Abuja Ordinary Summit on Africa’s Contribution to the MDGs + 5 review of the UN. The Special Session was transformed into 5th Ordinary Session of the APC.
5. The specific objectives of the 5th Ordinary Session included :
 - (i) To review the recommendations of the APC’s Report to the African Ministerial Conference on Housing and Urban Development (AMCHUD),
 - (ii) To update the Rules of Procedure of the APC,
 - (iii) To suggest ways of revitalizing the APC as well as the Secretariat for better coordination including election of a new Bureau; and

- (iv) To discuss broader population and development issues with the view to contributing to Africa's Common Position on the Mid-term Review of the Millennium Development Goals.

6. The Meeting was attended by experts from thirty-one member states of the African Union and thirteen invited partner organizations/institutions dealing with population and development matters.

I. INTRODUCTION

1. The 5th General Assembly of the African Population Commission of the African Union was held at the AU Conference Centre, Addis Ababa, Ethiopia, from 27-28 April 2005. The existing Rules of Procedure of the African Population Commission were utilized to guide the Assembly.

II. ATTENDANCE

2. The Experts Meeting was attended by delegates from the following AU Member States: Algeria, Benin, Burkina Faso, Burundi, Chad, Congo, Cote d'Ivoire, Egypt, Ethiopia, Gabon, The Gambia, Ghana, Guinea, Kenya, Lesotho, Libyan Arab Jamahiriya, Madagascar, Malawi, Mali, Mozambique, Namibia, Niger, Nigeria, Sahrawi Arab Democratic Republic, Senegal, Sierra Leone, South Africa, Sudan, Tanzania, Tunisia, Uganda and Zambia.

3. The following United Nations Agencies, Inter-Governmental and Non-Government Organizations and cooperating partners were also represented: UNFPA, WFP, OIF, UNECA, IPPF, ICFTU-AFRO, IOM, ILO, UNDP, ICRC, UNAIDS, FAO and WHO-AFRO.

III. OPENING CEREMONY

The Opening Ceremony was addressed by the Outgoing Chairperson of the APC, Representatives of UNECA, UNFPA, AU Commission and the Minister of Finance and Economy of the Federal Republic of Ethiopia.

STATEMENT BY THE OUTGOING CHAIRPERSON

4. In the statement read on behalf of Hon. Paul Kimiti, the outgoing Chairperson of APC, the representative of Tanzania thanked the AU Commission for convening the Session. It was recalled that the Special Session was requested due to a low turnout of National Population Commissions at the Experts Session of the African Ministerial Conference on Housing and Urban Development, held in January 2005 in Durban, South Africa. The meeting was also convened in response to the Decision of the AU Assembly in Abuja, which requested the AU Commission to prepare a Comprehensive Report on the implementation of the MDGs, to serve as Africa's Common Position on the Mid-Term Review of the MDGs in September 2005. The Outgoing Chairperson stated that it was deemed desirable for the APC to meet and

contribute to the review process of the MDGs as the goals are relevant to the mandate of the APC. It was indicated that the Activity Report of the outgoing Chairperson highlighted a number of challenges for the APC, which required consideration in order to make the body more responsive and effective to carry out its mandate.

5. The Representative thus reviewed issues covered in the Activity Report. He listed the constraints hampering the effective functioning of the APC Bureau and observed that the tripartite Secretariat composed of the AU Commission/ UNECA and ADB was ineffective and could not be properly coordinated. The chairman mentioned that in order to revitalize the APC there are a number of recommendations which have been made in his activity report. In conclusion, the outgoing Chairperson wished the incoming Bureau success in revitalizing the APC.

STATEMENT BY THE REPRESENTATIVE OF THE UNECA

6. The Representative of the UN Economic Commission for Africa (UNECA) commended the APC for having placed population issues at the core of development programmes and for playing a key role in the coordination of population policies on the continent. He recalled that during the Experts Session of the African Ministerial Conference on Housing and Urban Development (AMCHUD) in Durban, participants recognized the need to review achievements of and constraints faced by the APC. He called on delegates to be fully committed to the APC in order to revitalize this 10 year old institution. This was necessary as the APC needs to be enriched with ideas and suggestions for more effective functioning at the national, regional and continental levels.

7. The Representative of UNECA recalled the processes leading to the ICPD+10 Review Meeting in 2004 and reported that ECA carried out surveys in 43 African countries on the implementation of the ICPD Programme of Action. The results of this survey were encouraging and demonstrated the need for sustained advocacy at the national level. He called on delegates to link the attainment of the MDGs to the ICPD goals. He also reiterated that by acting together, the various stakeholders can make many gains in the promotion of population as the core of development programmes.

STATEMENT BY THE REPRESENTATIVE OF UNFPA

8. In a statement read on behalf of the UNFPA Director for Africa, the UNFPA Representative commended the AU Commission for convening the Special Session of the APC General Assembly. He observed that the meeting was a demonstration of the active role played by the African Population Commission. The representative went on to suggest that it was critical that the functions and role of the APC be reviewed within the context of the restructuring of the African Union. To this end, the Director observed that institutions at national level, which formed the foundation of the APC, needed to be strengthened and complemented by additional linkages at regional and continental levels. The APC, therefore, needs to rise to the new

challenges in population and development, particularly the challenges of poverty, HIV/AIDS, gender inequality, economic stagnation in many African countries and recurrent conflicts across the African continent.

9. The UNFPA Director for Africa also stressed the need to deliver on the promises contained in the commitments of the ICPD and the Beijing Platform For Action. To this end, stakeholders at the various levels needed to underscore the relevance of ICPD to Africa's development efforts. The representative emphasized that development was not just about numbers but about people, particularly about meeting their needs. Policy makers need to be reminded that the MDGs cannot be attained without addressing population and reproductive health concerns. Development efforts should therefore integrate population issues and in this connection, the Director for Africa called on the APC to enhance its advocacy role during this new era of birth of the African Union and its institutions.

STATEMENT BY THE COMMISSIONER FOR SOCIAL AFFAIRS

10. In her statement, the Commissioner welcomed all delegations to the AU Conference Centre and conveyed the greetings and keen interest of the Chairperson of the Commission in population activities to the delegations. She recalled that since its establishment in 1994, the APC had coordinated the activities of National Population Commissions and monitored and evaluated various commitments by AU Member States in the area of population and development. The transition from the OAU to AU ushered in a new era focusing on human centered development and the harmonization of social development policies and programmes. African solutions to African problems of poverty and other multifold challenges of the continent were being addressed through initiatives such as NEPAD and the AU Vision and Mission and the Commission's Strategic Framework.

11. She added that the Session was being convened to review progress in the implementation of the MDGs among other things. The Commissioner reminded delegates that the APC was expected to generate policies and programmes aimed at addressing the demographic dynamics of the continent. She recognized that the commitments of international conferences had helped in mobilizing political will, resources and cooperation with partners. With due reinforcement and revitalization, the APC would continue to provide leadership and guidance to member institutions at national level. The Commissioner called on the APC in general and the Bureau in particular, to be proactive in generating ideas and in analyzing and synthesizing demographic and development information. She also suggested that regional forums on population and development issues should be convened between ordinary sessions of the Commission. In conclusion, she congratulated the outgoing Bureau members for a job well-done.

STATEMENT BY THE MINISTER OF FINANCE AND ECONOMY

12. In delivering the keynote address, the Minister of Finance and Economic Development of the Federal Republic of Ethiopia observed that the Special Session -

of the APC was taking place at a historic time for Ethiopia, as the country had succeeded in negotiating the return of the Axum obelisk. He expressed appreciation to the African Union for its calls for African cultural heritage to be returned to the continent. The Minister stated that the linkages between population and development are well recognized in the Dakar/Ngor Common Position on Population and Development. The ICPD Programme of Action envisages population dynamics to play a central role in development planning, including adoption of a rights-based approach to development. The Minister called on delegations to exert all efforts to ensure that the MDGs are attained in order to secure the survival of future generations and create a future of hope and renewal. Recent initiatives such as the AU Vision and Mission, NEPAD as well as external initiatives like the Commission for Africa were bold initiatives, whose ideas need to be customized and internalized into the activities of the APC.

13. The Minister observed that while African commitments were sound and clear, implementation of these initiatives was deficient. In this connection, National Population Commissions needed to influence and advocate for population concerns to be addressed in development planning. He indicated that Ethiopia recognizes that efforts to attain MDGs should be addressed within a broader transformation process and that rapid sustained efforts were needed to register progress in meeting the goals. The Minister shared a number of national activities directed towards meetings the goals.

IV. PROCEDURAL MATTERS

a) ELECTION OF THE BUREAU

14. As the Session was not properly constituted for an Extraordinary Session in accordance to Rule 8 of the Rules of Procedure, the delegates decided to convene it as the 5th Ordinary Session. It should be noted that Rule 8 stipulates that, "An extraordinary session shall be convened at the request of a member state and with the approval of two thirds of the members". This requirement was not met. The Meeting also noted that the Session that took place in Durban, South Africa, alongside the African Ministerial Conference on Housing and Urban Development (AMCHUD) in January 2005, was not an ordinary Session of the APC due to lack of a quorum. The Session that took place alongside AMCHUD was regarded as an Experts Meeting of AMCHUD. Based on this explanation a decision was taken to constitute the Session as the 5th Ordinary Session of the African Population Commission.

15. After consultations between the various regions, the following bureau was elected into Office:

Chair	-	Republic of South Africa	(Southern)
1st Vice Chair	-	Congo	(Central)
2nd Vice Chair	-	Tunisia	(Northern)

3rd Vice Chair	-	Ghana	(Western)
Rapporteur	-	Kenya	(Eastern)

b) ADOPTION OF THE AGENDA

The provisional agenda was modified and adopted as presented below:

1. Opening ceremony
2. Election of Bureau
3. Adoption of Draft Agenda and Work Programme
4. Consideration of the Recommendations of the Activity Report of the African Population Commission (APC) 2002-2004;
 - 4.1 Review of the Rules of Procedure of the APC;
 - 4.2 Discussion on the Nature, Composition and Effective Functioning of the APC's Bureau and Secretariat
5. Presentation of the Report on "Africa's Contributions to the Mid-Term Review of the MDGs" (Consultants)
6. Any Other Business (AOB)
7. Adoption of Reports/Recommendations
8. Date and Venue of the Next General Assembly
9. Closing ceremony

V. ACTIVITY REPORT OF THE OUTGOING CHAIRPERSON

16. The Outgoing Chairperson recalled that a summary of the activity report had been given in the opening statement and covered the period 2002-2004. The constraints pertaining to the functioning of the Bureau were attributed to lack of budget, inadequate communication and contact between Bureau Members as well as lack of contact between the Bureau and the Secretariat. In his Activity Report the outgoing chairman made far reaching recommendations aimed at revitalizing the APC. These recommendations are as follows:

- restructure the secretariat and re-enforce its capacity to coordinate the activities of the APC;

- clearly define the role and status of the APC within the whole organization structure of the AU Commission;
- revise and update the rules of procedure of the APC;
- establish effective communication channels between the Bureau members, the secretariat and other partners;
- engage in effective resource mobilization activities for the allocation of adequate financial resources to the secretariat to service the APC better;
- put adequate service facilities at the secretariat to ensure timely follow-up and information flow.

17. The chairman was of the opinion that these recommendations, if implemented fully, are going to make the APC more effective.

18. The Commissioner shared the views expressed by the outgoing Chairperson, stressing that clearly defined and planned activities will be needed to revitalize the APC. These activities should have a cost attached to them, with clear timeframes for implementation. One of the other constraints, as listed in the report, was that the Joint Secretariat composed of the AU/ECA/ADB, did not work and that in practice, the AU Commission solely provided secretariat support to the Bureau.

19. In the ensuing debate, delegations concurred on the need to revitalize and strengthen the APC by reviewing its functions and roles. The APC needed to deepen its advocacy role and interaction vis-à-vis other sectoral Ministries at country level. It should also improve its advisory role at continental level, mainly to the UNECA and AU, and Regional Economic Communities (RECs). The APC also needed to do more in terms of policy support and analysis, utilizing key frameworks such as the ICPD, and to play effectively its leadership role. Domestic resources should also be mobilized to enable national population institutions to fulfill their mandate.

20. After this lengthy discussion, the Assembly noted the recommendations of the activity report.

VI. REVIEW OF THE RULES OF PROCEDURES OF THE APC

20. With the view to revitalizing the APC, the rules of procedure were reviewed and amended, incorporating provisions that would allow the effective functioning of the APC. The new rule 18 requiring the election of the Bureau at the end of the Ordinary Session proved to be controversial. The revised rules of procedures are included in the Annex.

21. Prior to the review of the Rules of Procedures some delegates suggested that as part of the revitalization process the APC should be transformed into a specialized technical committee of the AU Commission under Article 14 of the Constitutive Act. There were also other suggestions that in the future APC should be convened at the level of ministers. A declaration to this effect was made and signed by 11 countries. This Declaration is included as an Annex to this report.

VII. DISCUSSION ON THE NATURE, COMPOSITION AND EFFECTIVE FUNCTIONING OF THE APC'S BUREAU AND SECRETARIAT

21. After a thorough consideration of the experience and constraints of the joint Secretariat (which consisted of AU Commission, ECA and ADB) the participants decided that the AU Commission should be the single Secretariat of the APC. They also recommended that in servicing the APC's activities and meetings, the AU Commission should strengthen collaboration with regional and international organizations like ECA, ADB, UNFPA, the RECs and other organizations dealing with population, reproductive health, gender and other development issues.

VIII. CONSIDERATION OF MDG-RELATED PAPERS/REPORTS

OVERVIEW OF THE ICPD/POA AND THE MDGS

22. The Department of Social Affairs prepared a report on MDGs which was circulated to the delegates. The Department then made a presentation on the review of the MDGs in the context of the ICPD programmes of Action. The presentation reviewed the background to the MDGs which included the ICPD/POA, the World Social Summit on Social Development, the Beijing platform for Action and other internationally agreed upon instruments.

23. The paper also assessed the linkages between some of the ICPD/Programmes of Action and the MDGs, especially those related to poverty, health and other related population issues. The presentation provided a situation analysis of the various goals and targets and highlighted the facilitating as well as inhibiting factors in achieving the specific goals and targets. Some recommendations were also made in the course of the presentation.

24. The paper revealed that African countries have not made considerable progress towards achieving the MDGs. It was observed that challenges still exist and that there are necessary conditions that must be met in order to attain the MDGs in Africa. In terms of process the presentation revealed that countries have developed policies and strategies (including PRSP), put in place institutional mechanisms for facilitating population and development activities and have increased political commitment to move the development agenda forward, both individually and collectively. However, the report underscored that there are variations between countries and among population groups. At the same time it argued that national statistics conceal the reality of life on the ground as such some of the figures presented needed to be viewed with caution.

25. Critical challenges African countries faced in the process of meeting the MDGs, according to the presentation are the following:

- Persistence of poverty
- The demographic-trap
- Persistence of inequality

- Lack of capacity for development
- Lack of data
- Widespread conflict and instability
- Poor governance and the low pace of democracy

26. The participants commended the effort of the Department in producing such a detailed report within a short period of time. They also thanked the presenter for his skillful delivery of the presentation.

27. The participants, however, made the following recommendations in order to improve the quality the report:

- Efforts should be made to solicit more country reports so that the analysis will be complete and representative;
- Value judgments about the performance of countries be deferred until enough country reports are obtained;
- Consultations should take place at a political level to substantiate the data in the report;
- External conditions which hindered Africa from achieving the MDGs such as debt burden, Structural adjustment programmes, Britton woods policies, damping of cheap commodities into Africa, the unequal pace of globalization, and unfair-terms of trade should be captured by the report;
- The issue of gender and reproductive health, which have been adequately treated in the ICPD/PoAs, are less visible in the MDGs. The report should address these issues;
- The review of the implementation of the MDGs should draw linkages with the ICPD/PoA. In this regards, the UN Secretary General's Report to the Commission on Population and Development entitled "Contribution of the Implementation of the ICPD/PoA in all its aspects, to the achievement of the internationally agreed goals, including those contained in the UN Millennium Declaration" could facilitate the assessment of these linkages.
- There is need to give one more chance to Member States to submit their country reports. The deadline for doing this was agreed as May 15, 2005.

28. The Assembly appreciated the comments made by the participants on this subject and requested the AU Commission to incorporate them in the final report.

29. The Assembly was informed that the report was one of the contributions to the Continental MDGs Review Report which is being compiled from submissions by various departments of the AU Commission and partner organizations such as ECA, ADB, UNDP and other institutions.

IX. Any Other Business (AOB)

30. Under any other business the delegation of Mozambique asked the secretariat to record their concern with Rule 16 of the APC Rules of Procedure considering that the tradition within AU is to elect office bearers at the beginning of each session so doing this at the end will not be in line with procedures adopted by other committees.

X. Adoption of Reports/Recommendations

31. Having made some amendments to the report of the 5th Ordinary Session, delegates adopted the report as a true record of the proceedings.

XI. Date and Venue of the Next General Assembly

32. It was agreed that the next Ordinary Session of the APC will be held in the Republic of South Africa in 2007. The exact date and month will be communicated to Member States in due course. The Bureau in consultation with the Secretariat will come up with the agenda for this Ordinary Session.

Annex 1:

DECLARATION OF DELEGATIONS ON THE STATUS OF THE AFRICAN POPULATION COMMISSION

Addis Ababa, 28 April 2005.

Madam President,

At the opening ceremony of our session, many speakers stressed on the need to redynamise the African Population Commission (APC). Beyond the human, material and financial resources that this requires, the delegations of Benin, Ghana, Niger, Senegal, Burkina Faso, Guinea, Cote d'Ivoire, Burundi, Madagascar, The Democratic Republic of the Congo, Angola, Algeria, Gambia, Kenya, Lesotho and Congo (Brazzaville), think that the principal means necessary to redynamise our commission are institutional and organizational in nature. In fact, our experience since its creation in 1994 suggests that the place of APC within the institutional framework of the African Union Commission needs to be urgently re-examined so as to better organize how it should function. It is an established fact that all political actions should concur towards the welfare of the population. This is why the APC deserves the full attention of the African Union.

The need for APC to take its place is unavoidable. This should begin by a listing of its members, followed by a definition of its status and the setting up of its decision-making organs. We therefore think that to revamp our Commission and enable it fulfill its role, it should be transformed into a **Technical Specialised Committee**, by virtue of Article 14 of the Constitutive Act of the African Union, paragraph 2 of which provides for the creation of new committees as need demands.

Convinced that the revival and success of the APC calls for our suggestions to be implemented, the delegations concerned reiterate the need to transform the APC into a Technical Specialised Committee endowed with a technical organ such as the Meeting of Experts and a decision-making organ such as the Meeting of African Ministers in charge of Population and Development.

In view of the above, we propose that the present Assembly should adopt a recommendation calling for the transformation of APC into a Technical Specialised Committee of the African Union. This recommendation will be submitted to the Executive Council at its next session.

Done in Addis Ababa, 28 April 2005
Signed by the following delegations:

Benin
Ghana
Senegal
Burkina Faso

Guinea
Côte d'Ivoire
Madagascar
Angola

Algeria
Gambia
Congo

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***REVISED - RULES OF PROCEDURE
OF THE AFRICAN POPULATION
COMMISSION (APC)***

May 2005

ADDIS ABABA, ETHIOPIA

DEFINITION

- “APC” means the African Population Commission;**
- “Chairperson” means the Chairperson of the APC;**
- “Commission” means the Commission of the African Union;**
- “Constitutive Act” means the Constitutive Act of the African Union;**
- “Executive Council” means the Executive Council of the Union;**
- “Member States” means the Member States of the Union;**
- “Policy organs” means the Executive Council and the Assembly of the Union;**
- “RECs” means Regional Economic Communities;**
- “Union” means the African Union;**

COMPOSITION

Rule 1

The APC shall be composed of the highest officials of National Population Commissions and/or analogous institutions dealing with population and development issues of Member States.

Rule 2

The APC shall submit the results of its work to the policy organs of the Union for consideration and adoption.

FUNCTIONS AND RESPONSIBILITIES

Rule 3

Within the framework of the Constitutive Act and pursuant to the Lagos Plan of Action and the Final Act of Lagos, Africa's Priority Programme for Economic Recovery, Resolution CM/Res.1122 (XLVI) of the 46th Ordinary Session of the OAU Council of Ministers and the Treaty establishing the African Economic Community, the APC shall be charged with all matters affecting Member States in the field of population and development as well as reproductive health. In particular, it shall among others:

- (a) Provide policy support, leadership and technical advice to the Union, and other relevant partners in the field of population and development with a view to promoting the necessary environment to enable these organizations play a catalytic role in this field;
- (b) Coordinate and harmonize the activities of National Population Commissions and/or analogous national institutions and organizations dealing with population and development;
- (c) Advocate for an increased understanding and appreciation of the linkages between the full implementation of the International Conference on Population and Development (ICPD) and Millennium Development Goals (MDGs), and promote cooperation and exchange of best practices among

- African countries as well as with other countries of the world in the field of population and development;
- (d) Provide leadership in mobilization of the necessary internal and external resources for the support of population activities in Africa;
 - (e) Promote an African common position in reproductive health, population and development matters at international population conferences, UN organizations and other inter-regional fora;
 - (f) Enhance the level of awareness on and commitment to population and development issues among Member States and assisting them in formulating and implementing sound population policies and programmes;
 - (g) Monitor and evaluate the implementation of resolutions and declarations collectively adopted by the Policy organs with a view to charting new strategies to deal with current and pressing population issues on the Continent;
 - (h) Encourage effective partnerships between governments and civil society organizations (CSOs) in carrying out activities in population and development matters;
 - (i) (i) Carry out any other activities that may be assigned to it by Member States and the policy organs.

REPRESENTATION

Rule 4

Each Member State shall be represented on the APC by a delegation led by the highest official or a representative of the National Population Commission and/or analogous institutions dealing with population and development matters.

Rule 5

Each Member State shall communicate to the APC Secretariat in advance, through the Commission, the list of duly accredited member(s) of its delegation.

OBSERVERS

Rule 6

The APC may admit to its proceedings observers belonging to any of the following categories in accordance with the Rules governing Observer Status with the Union which may be revised as the need arises:

- a) Regional, Continental and International Organizations or Specialized Agencies of the Union or of the United Nations whose activities have a direct bearing on reproductive health, population and development issues;
- b) African Inter-governmental Organizations (IGOs) dealing with reproductive health, population and development matters;

- c) Inter-African non-Governmental Organizations, Associations and Institutions whose activities have relevance to population and development issues;

Rule 7

The observers thus admitted may be empowered by the Chairperson:

- (a) To make a written or verbal statement on a matter within their competence and/ or
- (b) To answer any questions which may be put to them.

SESSIONS

Rule 8

The APC shall meet every two years in ordinary session in accordance with the schedule established by the Commission. At this Session, it shall receive report from the Bureau on the activities of the previous years as well as consider and approve its future programme.

Rule 9

At the request of a Member State, and subject to the approval of two-thirds of the Member States, the APC shall meet in Extraordinary Sessions, provided that the approval is obtained at least fifteen (15) days before the date of the meeting.

Rule 10

The Bureau may also convene Extraordinary Sessions of the APC, with the collaboration of the Secretariat.

Rule 11

Consultative meetings of member states other than ordinary sessions or extraordinary sessions may be convened by the bureau when need arises to enable APC perform its work.

AGENDA

Rule 12

The Provisional Agenda for the meeting of the APC shall be drawn up by the Secretariat in consultation with the Bureau of the APC and communicated to Member States at least thirty (30) days before the opening of the Session.

Rule 13

The Agenda of an Extraordinary Session shall be communicated to the Member States at least fifteen (15) days before the opening of the Session, and shall comprise only items submitted for consideration in the request for convening the Session.

DATE AND VENUE OF MEETINGS**Rule 14**

The APC shall meet at the Headquarters of the Union or in any other territory of another inviting Member State. The date and venue shall be decided upon by the APC at its previous Session. In the event of the APC being invited by a Member State to meet in its territory, the Member State concerned shall be responsible for any extra costs arising from holding the meeting outside the Headquarters of the Union.

SECRETARIAT**Rule 15**

1. The AU Commission shall be the Secretariat of APC. In this regard, it shall be the custodian of all documents of the APC and perform any other duties and functions consistent with the aims and objectives of the APC.
2. The Secretariat shall also work in close collaboration with the UNFPA, UNECA, the RECs, and other regional and international organizations in servicing the meetings of the APC and in providing technical assistance as well as advice.

WORKING LANGUAGES**Rule 16**

The working languages of the APC shall be the working languages of the Union.

ELECTION OF THE BUREAU AND TERM OF OFFICE**Rule 17**

The APC shall have a Bureau composed of a Chairperson, three (3) Vice-Chairpersons and a Rapporteur elected on the basis of agreed geographical distribution and after due consultations.

Rule 18

The APC shall, at the end of each ordinary session, elect members of the Bureau, whose term of office shall terminate at the end of the next ordinary session. A candidate

must secure at least a simple majority to be declared elected. These officers are not eligible for re-election until all other representatives have held office, or unless the session, for any particular reason, waives this restriction.

FUNCTIONS AND RESPONSIBILITIES OF THE BUREAU

Rule 19

- a) The Bureau shall be responsible for preparing the meeting of the APC, and coordinating, monitoring and evaluating the implementation of its decisions and activities. The Bureau should hold at least one Inter-sessional meeting to perform these functions.
 - a. The corum of APC meeting shall be simple majority
 - b. Decision will be taken by consensus of simple majority
- b) The Bureau shall prepare, at the end of its term, an analytical report on the technical and financial activities of the APC.
- c) The Bureau, with the support of the Secretariat, should draft a program of activities, including a budget, for the Commission of the AU to consider.
- d) The Bureau should strengthen communication and consultation between itself and member states.
- e) The Bureau should strengthen coordination with the Secretariat to enhance the implementation of decisions at the APC.
- f) Members of the Bureau will be responsible for the promotion of intergovernmental population and development forums and activities in the regions that they represent.
- h) The Bureau should be invited, as appropriate to participate in key related meeting of the Social Affairs department as well as selected UN Conferences.

Rule 20

The Chairperson shall be responsible for conducting meetings in accordance with the present rules of procedure and shall in particular open and close the meetings; submit for approval the records of the meetings; direct the debates; grant the use of the floor; submit to a vote, as necessary, matters under discussion; announce the results of the vote where applicable and rule on points of order.

AMENDMENTS

Rule 21

These Rules of Procedure may be amended by a simple majority of its Members subject to the approval of the Executive Council.

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