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C.R.

## **RULES OF PROCEDURE**

### **AFRICAN GROUP**



**CONFERENCE OF AFRICAN MINISTERS OF HEALTH**  
**Second Ordinary Session**  
**29 - 30 April 1987**  
**Cairo, Egypt**

**CAMH/2(II) Gr. Rev. 1**

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## PREAMBLE

The present rules of procedure were adopted by the African Group during the Thirty-second World Health Assembly held in Geneva, in May 1979.

## COMPOSITION

Article 1: The African Group to the WHO World Health Assembly is composed of all delegations of OAU member countries.

## AFRICAN GROUP SESSION

Article 2: The African Group to the WHO World Health Assembly meets once a year in an ordinary session.

Article 3: The ordinary session of the Group starts at least three days before the opening of the World Health Assembly session and its duration shall correspond to the duration of the latter.

Article 4: The Group can meet in extraordinary sessions, during the WHO extraordinary World Health Assembly.

Article 5: The ordinary session of the Group is normally convened by its Chairman, at least six weeks before the date of the convening of WHO World Health Assembly and in any case as soon as the agenda of the session of the latter has been issued.

## AGENDA

Article 6: The Chairman of the Group when calling a meeting, shall inform of the date, the hour and the venue of the first session of the Group's meeting.

Article 7: The note shall include, in as far as possible, the draft agenda set by the Bureau.

Article 8: At the beginning of each session, the Group shall approve its agenda as drafted here above. Any questions which have not been included by the Group should be added at the request of any member of the Group or the OAU General Secretariat.

### BUREAU

Article 9: At the beginning of the first meeting of its session and after adoption of the Agenda, the Group shall nominate, following the English alphabetical order, the members of its Bureau.

Article 10: The Bureau of the African Group of WHO shall be composed of the following:

- The Chairman
- The Vice-Chairman
- The Secretary
- The Assistant Secretary
- The Treasurer
- The Assistant Treasurer

A Co-ordinator shall be nominated by each of the Commissions of the World Health Assembly.

Article 11: The Group shall proceed in the same manner to nominate the African members to the Bureau, the Commission and the Executive Council of the WHO.

Article 12: The Vice-Chairman, Assistant Secretary and the Assistant Treasurer elected by a session of the Group shall automatically be the official candidates for the posts of Chairman, Secretary and Treasurer respectively.

Article 13: The mandate of other members of the Bureau cannot go beyond the time of office for which they have been elected, i.e. one year.

Article 14: There shall be no incompatibility between the functions of a member of the Bureau of the African Group and that of a member of the Bureau of the session of the WHO World Health Assembly.

Nothing else, however, shall be taken into consideration, in nominating the members of the Bureau of the Conference, apart from the criterion of the English alphabetical order of the members who, for the last five years, have assumed no responsibility neither within the Group nor in the World Health Assembly.

#### THE CHAIRMAN

Article 15: He presides over the meeting of the Group and the Bureau. He is the spokesman of the African Group to the other regional groups, the Chairman of the World Health Assembly and the WHO Director-General

#### VICE-CHAIRMAN

Article 16: The Vice-Chairman shall assist the Chairman in carrying out his mandate period in the absence of the Chairman. He shall assume the same powers and the same obligations as the latter.

#### THE SECRETARY

Article 17: The Secretary keeps the records of the Group, drafts the verbatims of the meetings in collaboration with the OAU Secretariat, distributes, with the assistance of the OAU Secretariat, various documents and commu-

nications which are of interest to the Group. The verbatims which he drafts must be approved by the Group which can amend them.

Article 18: The Secretary must, at the beginning of each session following the one during which he was elected, draft a summary report on the work of the Group at the last session and activities during inter-sessions.

### THE ASSISTANT SECRETARY

Article 19: The Assistant Secretary assists the Secretary and in his absence would assume the same powers and the same obligations.

### THE TREASURER

Article 20: The role of the Treasurer is to keep the contributions of members of the Group as set by the Group, and open a bank account on behalf of the Group. He should submit, for the Group's approval, the budget and undertake such expenditures as authorized by the Group.

Article 21: At the beginning of each session he must prepare a financial report on the expenditures dating from his budgetary exercises.

Article 22: The handing-over ceremony between the outgoing and incoming Treasurer shall take place as soon as the new Treasurer has been elected and after the adoption of the financial report by the Group.

### THE ASSISTANT TREASURER

Article 23: The Assistant Treasurer assists the Treasurer and in his

absence will assume the same powers and same obligations.

Article 24: In case of simultaneous absence of the Chairman and the Vice-Chairman, the Group shall authorize the Secretary General or any other member to assume the chairmanship.

### THE OAU SECRETARIAT

Article 25: Subject to the provisions of the rules and regulations in force, which determine the mandate, functions and obligations of the OAU staff, the OAU General Secretariat, directly or through its Geneva Office, is entrusted:

- to inform regularly the members of the Group of all matters relating to WHO especially those of interest to Africa, between two sessions;
- to assist the Chairman in the preparation of the provisional agenda;
- to prepare and to transmit to the members, if necessary, any documents of interest to the Group;
- to assist in the typing, translation and distribution of the verbatims, decisions and recommendations of the Group as well as other documents of interest to the Group.

Article 26: The OAU General Secretariat, through its Geneva Office, shall assist the Bureau in carrying out its mandate.

## THE INTER-SESSION PERIOD

Article 27: During the Inter-session, the members of the Bureau as well as other members of the Group who have a permanent mission in Geneva, must closely co-operate with the OAU Geneva Office in ensuring the implementation of the General Assembly's resolutions and in the preparation of documents to be submitted to the Group's session, in conformity with Articles 5, 15, 19 and 23 of its rules of procedure.

Article 28: The present rules of procedure can be modified on request from one or several members. An absolute majority of the members of the Group shall be needed before the decision to modify the rules is taken.



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# Rules of procedure African group

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