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AFRICAN MANAGEMENT DEVELOPMENT INSTITUTES' NETWORK

DRAFT MINUTES
SPECIAL AMDIN EXECUTIVE COMMITTEE (EXCO)
DATE: 5 AUGUST 2021
TIME: 13H00-14H30
VIRTUAL ZOOM

1. Welcome and Apologies

The Chairperson, Dr Eduardo Chilundo, welcomed all members who attended the meeting virtually. He informed the members that this is a special EXCO to prepare for the AMDIN General Assembly.

The attendance register is included below:

Members present:

Dr Eduardo Chilundo (President)	President – Mozambique
Dr Charline Mulindahabi	Vice President: East Africa
Mr Kofi Arkaah-Ocran	Ex-Officio – Ghana
Mr Busani Ngcaweni	Secretary-General
Ms Mamolise Phakisi	Vice President: Southern Africa
Epiphane SOHOUEYOU	Vice President: West Africa

Apologies:

Prof Cheik Awa Balla Fall	DG: ENA Senegal
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Invited Officials

Prof Alexander Yonly	Liberia Institute of Public Administration (LIPA)
Dr Patrick Tandoh-Offin	Ghana Institute of Management and Public Administration (GIMPA)
Ms Nthabiseng Tlhomola	Lesotho Institute of Public Administration and Management (LIPAM).
Dr Samuel Kolawole Olowe	West African Management Development Institutes Network
Mr Banga Wakimesa	ENA- DRC



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Sillah CONATEH	Gambia Management Development Institute
Dr Bavon Mupenda	ENA - DRC
Dr. Emmanuel Selemeni Shindika	Tanzania Public Service College
Olaolu A. Adewumi	
Prisca Oluoch	Kenya School of Government
Issaka Garba Abdou	African - Union

Secretariat Staff

Ms Lakela Kaunda	The NSG
Ms Pumla Nhleko	The NSG
Ms Mamphoke Mohlala	The NSG
Mr Dino Poonsamy	The NSG

1.2 Adoption of the agenda

The agenda was adopted without any amendments.

2. Proposed Rules of Procedure for the AMDIN General Assembly

Ms Nhleko presented the proposed rules of procedure for the AMDIN General Assembly. The presentation highlighted the following issues, with the resolution of the meeting.

- 2.1 The proposed dates for the two-day General Assembly are 28-29 September 2021. Given the COVID-19 global pandemic and in the interest of the member's safety, it was proposed that the General Assembly take place virtually and hosted from South Africa.
- 2.2 The General Assembly be convened virtually. However, each region can convene physically at a conference facility to meet for the two days. Translation services for the virtual meeting will be provided for. Travel and accommodation for one person per MDI will be available to the regional venue. Costs to be covered through EU

Resolutions of the meeting:

- **The date for the General Assembly was unanimously accepted for 28-29 September 2021.**
- **The meeting supported the regional convening of MDIs, as a way of also strengthening regional relations. The meeting resolved that each region would determine if it wants to meet virtually or at a physical regional venue.**
- **The Vice President of each region must inform the Secretariat of its decision regarding the virtual of physical meeting of the region when participating in the General Assembly.**



- 2.3 In terms of the AMDIN Constitution, members who have fully paid-up membership fees shall have voting powers at any meeting of the General Assembly. Given that there are only two paid-up members, AMDIN EXCO should consider to waive the rule of fully paid-up membership for voting purposes, for this sitting of the General Assembly. The matter of membership fees will be tabled for discussion in the General Assembly. All MDIs in attendance will be allowed to vote and participate in the meeting, regardless of their membership status.

Resolution of the meeting:

- ***The meeting resolved to waive the rule of fully paid-up membership for voting purposes, for this sitting of the General Assembly.***
- ***The Secretariat was requested to develop a position paper on membership fees for AMDIN, and circulate to EXCO for consideration, prior to the General Assembly.***

- 2.4 Each of the AU geographical regions should have an opportunity to hold the position of President on a rotation basis. For this General Assembly and next term of office, the President should be from the East Africa region. This region will submit the name of the candidate for the Chairperson for the vote to take place.

Resolution of the meeting:

- ***The meeting resolved that the next AMDIN President should be elected from the East Africa region.***

- 2.5 The Secretary-General shall be elected by the General Assembly from amongst the Heads or Principals of the member MDIs. Names of candidates not exceeding five from the participating members to be submitted to the Chairperson for the vote to take place. For this General Assembly and the next term of office, the Secretary-General should be from the West Africa region.

Resolution of the meeting:

- ***The meeting resolved that the next AMDIN Secretary-General should be elected from the West Africa region.***

- 2.6 The meeting was informed that the AMDIN EXCO should determine an external party to oversee the election process.

Resolution of the meeting:

- ***The meeting resolved that the African Union (AU) oversee the election process.***

- 2.7 The National School of Government (South Africa) continues to provide secretariat support, including ongoing support work, financial management and communication. AMDIN EXCO to determine that the secretariat support services be a shared function with the MDI that will be elected as the Secretary-General. Furthermore, to avoid a continuing dependency on one MDI, it would be important to have this function shared with clearly defined roles and responsibilities of officials involved at a senior level. It proposed that each office of the Vice President elected should have a senior official seconded functionally to the Secretariat to support the work of AMDIN

Resolution of the meeting:



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- **The meeting resolved that the National School of Government (South Africa) will continue leading secretariat services to AMDIN.**
- **The meeting resolved that the secretariat services be shared with (i) the newly elected Secretary-General; and (ii) each office of the newly-elected Vice-Presidents.**

2.8 The opening of the General Assembly should be undertaken by the South African Minister of Public Service and Administration or any Minister from the Continent responsible for the Public Service and Administration. Furthermore, invitations will be extended to the African Union (AU) and as well as the European Union (EU) delegation. A proposed Agenda for the General Assembly was presented.

Resolution of the meeting:

- **The meeting resolved that the General Assembly should be undertaken by the South African Minister of Public Service and Administration or any Minister from the Continent responsible for the Public Service and Administration.**
- **The meeting resolved that invitations be extended to the African Union (AU) and as well as the European Union (EU) delegation.**
- **The meeting adopted the proposed agenda for the General Assembly as presented.**

3 Closing Remarks and date of the next meeting

The Chairperson Dr Chilundo thanked all members who attended the meeting and encouraged all Vice-Presidents to mobilise support of the MDIs to attend and participate in the upcoming General Assembly. The meeting was adjourned at 14h30.

President: EDUARDO CHILUNDO Signature:  Date: 17/08/2021



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Decision Grid of the AMDIN EXCO Meeting held 10 June 2021- Virtually

No.	Tasks	Responsibility	Progress	Deadline
1.	The Vice President of each region must inform the Secretariat of its decision regarding the virtual of physical meeting of the region when participating in the General Assembly	Vice-presidents		20 August 2021
2.	The Secretariat was requested to develop a position paper on membership fees for AMDIN, and circulate to EXCO for consideration, prior to the General Assembly	Secretariat		20 August 2021
3.	The Secretariat to develop invitations to the AMDIN General Assembly	Secretariat		16 August 2021
4.	The Secretariat to engage with the African Union (AU) on the General Assembly election process	Secretariat		16 August 2021
5.	The Secretariat to determine availability of Minister responsible for Public Service and Administration to open the General Assembly	Secretariat		16 August 2021
6.	Procurement of the service provider(s) for all matters pertaining to the General Assembly	Secretariat		31 August 2021
7.	Communication and media announcement on AMDIN General Assembly	Secretariat		31 August 2021