

XXTH COUNCIL OF BUREAUX MEETING
LOME(TOGO) FROM 15TH TO 17TH JANUARY , 2003

VENUE : HOTEL MERCURE SAKAWA

Programme

WEDNESDAY 15th JANUARY 2003

- 07:00 am : * ACCREDITATION / REGISTRATION OF DELEGATES
* SUBMISSION OF ANNUAL ACTIVITY REPORTS OF NATIONAL BUREAUX
- 08:30 am : Arrival of delegates and guests
- 09:00 am : Opening Ceremony
1°) Welcome Address of the Chairman of T National Office of Togo
2°) Speech of the President of the Office Council
3°) Speech of the Representative of the ECOWAS Executive Secretariat
4°) Speech of the President of the FANAF
5°) Keynote Address by the Honourable Minister of the Economy, Finances and Privatisations
- 10:00am : Coffee / Tea / Cocoa Break
- 10:30 am : EXPOSE
MAIN TOPIC : PLACE AND ROLE OF THE PERMANENT GENERAL SECRETARIAT OF THE COUNCIL OF BUREAUX IN THE ECOWAS PROGRAM OF FACILITATION OF THE ROAD TRANSPORT .
- PAPER N° 1 : HOW TO ENDOW THE ECOWAS BROWN CARD SCHEME WITH SOUND FINANCIAL RESOURCES TO ENHANCE A SMOOTH RUNNING: COMPARATIVE STUDIES OF THE VARIOUS INTERNATIONAL THIRD PARTY MOTOR INSURANCE CARD SYSTEMS.**
- Presenter : Mr Peter OSEI DUAH, CHAIRMAN OF GHANA NATIONAL BUREAU,**
- PAPER N° 2 : THE VERY ROLE OF THE PERMANENT GENERAL SECRETARIAT IN THE ACTIVATION OF INTER-BUREAUX RELATIONSHIP**
- Presenter : Mr JUSTIN MONTECHO, CHAIRMAN OF BENIN NATIONAL BUREAU,**
- 12:30 pm : LUNCH
- 03:00 pm : COUNCIL SESSION
- Setting up of the Committee of selection and assessment of candidates to the Post of Secretary-General
 - Election of the Rapporteurs
 - Adoption of the AGENDA
 - Consideration of Quorum
 - Activity Report of the Chairman of the Council
 - Activity Report of the Secretary-General
 - Report Of The Supervisor Of Accounts (Togo National Bureau)
- COMMITTEE SESSIONS
- National Insurance Commissioners Meeting
 - Administration and Finances Committee Meeting
 - Technical Committee Meeting
- 06:00pm : End of the day

THURSDAY 16th JANUARY 2003

- 08:00 am : - Committee of selection and assessment of candidates to the post of Secretary- General ;
- Deliberations
- 08:30 am : Committees session
- 10:15 am : Coffee / Tea / Cocoa Break
- 10:30 am : Plenary Session
- Presentation of National Bureaux reports
 - Report of the Technical Committee
 - Report of the Administration and Finances Committee
 - Report of the Meeting of Insurance Commissioners
 - Report of the selection and assessment Committee
- 12:30 pm: Lunch
- 03:00 p.m : Election of Council Management Committee Members
1. Chairman
 2. Vice- Chairman
 3. Five Members
 4. Secretary-General
- 04:30 p.m : Any other business
- Date and place of the 21st Plain Session
 - Adoption of resolutions
- 06:00 p.m: END OF DAY

FRIDAY 17TH JANUARY 2003

- 10:00 am: Closing Ceremony
- Resolutions of the XXth Session
 - Vote of thanks
 - Closing Speech by the Honourable Minister of the Economy, Finances and Privatisations
- 11:00 am: End of the Ceremony
- APPOINTMENT CEREMONY AND FAREWELL DINNER**
- 07:00 pm : Arrival of delegates and Guests
Presentation of the Guest of Honour
- 08:00pm: Dinner
Toast
- TOAST FOR THE REPUBLIC OF TOGO
 - TOAST FOR THE ECOWAS EXECUTIVE SECRETARIAT
 - TOAST FOR THE ECOWAS BROWN CARD INSURANCE SCHEME
 - INVESTITURE OF THE CHAIRMAN OF THE COUNCIL OF BUREAUX
 - CUTTING OF THE 20TH ANNIVERSARY CAKE
 - OATH OF SERVICE OF THE RECRUITED SECRETARY -GENERAL
 - OATH OF SERVICE OF THE NEW CHAIRMAN OF THE COUNCIL
 - XXTH ANNIVERSARY SOUVENIR FOR NATIONAL BUREAUX
 - SPEECH OF THE OUTGOING CHAIRMAN
 - SPEECH OF THE INCOMING CHAIRMAN
 - VOTE OF THANKS



HAPPY XXTH ANNIVERSARY !

