



**RULES OF PROCEDURE
OF THE ANNUAL MEETING OF CHIEF EXECUTIVES OF ECCAS,
ECOWAS AND GGC ON MARITIME SAFETY AND SECURITY IN THE
GULF OF GUINEA**

Mindful of the Memorandum of Understanding among ECCAS, ECOWAS, and the GGC on safety and security in the maritime space of Central and West Africa relating to the organization and functioning of the Interregional Coordination Center signed in Yaoundé on 25 June 2013,

Mindful of the Additional Protocol to the Memorandum of Understanding among ECCAS, ECOCWAS, and the GGC on safety and security in the maritime space of Central and West Africa signed in Yaoundé on 5 June 2014,

CHAPTER I - GENERAL PROVISIONS AND DUTIES

Article 1:

These Rules of Procedure shall be adopted pursuant to the provisions of Article 5 paragraph 1(a) of the Memorandum of Understanding on Maritime Safety and Security signed in Yaoundé on 25 June 2013 by the Chief Executives of ECCAS, ECOWAS and GGC.

Article 2:

For the purposes of this Additional Protocol, the following terms shall be defined as follows:

"ECCAS":	Economic Community of Central African States
"ECOWAS":	Economic Community of West African States
"GGC":	Gulf of Guinea Commission
"ICC":	Inter-regional Coordination Center for the implementation of regional strategy for maritime safety and security in Central and West Africa hereinafter called "Center"
"CRESMAC":	Regional Centre for Maritime Safety in Central Africa
"CREMAO":	Regional Centre for Maritime Safety in West Africa
"CHIEF EXECUTIVES":	ECCAS Secretary General, President of ECOWAS Commission, and the Executive Secretary of the GGC or their duly authorized Representatives.

Article 3:

The Annual Meeting of Chief Executives shall be the body in charge of the orientation, monitoring and evaluation of regional cooperation as being carried out by the Center.

Article 4:

The main duties of the Annual Meeting of Chief Executives of ECCAS, ECOWAS and GGC shall be:



- carrying out strategic reflection on the ways and means of addressing a maritime crisis and defining the organization response;
- making recommendations to Member States of the Gulf of Guinea on matters relating to the implementation of maritime safety and security policy;
- evaluating the activities of the Center;
- adopting the Rules of procedure of the Center;
- appointing the Executive Director, the Deputy Executive Director, and Heads of Divisions;
- appointing Advisers and Head of Cabinet on the proposal of the Executive Director;
- deciding on cases of indiscipline reported to it;
- validating appointment proposals submitted by the Executive Director;
- ascertaining the vacancy in the office of Executive Director;
- adopting a scheme for the recruitment of personnel;
- adopting the Center's budget after receiving the opinion of an Administration and Finance ad hoc Committee comprising the Financial Director of each of the three institutions.

Article 5:

The current chairperson of the Annual Meeting of Chief Executives shall forward a report of the activities of the Center to Heads of State and Government of the Gulf of Guinea on the occasion of Summits of ECCAS, ECOWAS, and the GGC and on the occasion of the five-year meeting on maritime related matters.

CHAPTER II – ORGANIZATION AND FUNCTIONING

Article 6:

1. The Annual Meeting of Chief Executives of ECCAS, ECOWAS, and the GGC shall comprise the Secretary General of ECCAS, the President of ECOWAS Commission, and the Executive Secretary of the GGC.
2. The chair of the Annual Meeting of Chief Executives shall be rotated on a yearly basis among Heads of the three Institutions.
3. The first chairperson shall be appointed by the three parties at the beginning of the proceedings of the first Annual Meeting of Chief Executives.
4. Representatives of each member State at the level of Ambassadors to the host country shall also attend the meeting as observers.

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5. Any person or institution whose participation at the meeting is deemed necessary may also attend.
6. The Chief Executives shall meet in closed session when necessary.
7. The Chief Executives shall hold one annual ordinary meeting in accordance with Article 5, Paragraph 1(a) of the Memorandum of Understanding referred to in the preamble of the Additional Protocol. They may hold extraordinary sessions upon request of one of the Institutions and/or on the proposal of the Executive Director.
8. The quorum for the holding of the Annual Meeting is reached when two of the three Heads of Institutions referred to above are in attendance.

Article 7:

The Annual Meeting of Chief Executives of ECCAS, ECOWAS, and the GGC shall take place at the Headquarters of the Regional Organization which chairs it, at the Center's Headquarters, or in a place chosen by general agreement and in a consensual manner among the Chief Executives.

Article 8:

The dates for the beginning and end of the Annual Meetings of Chief Executives shall be fixed after consultation between Chief Executives and Strategic Partners within two months of the decision to hold the meeting.

Article 9:

Invitations, draft agendas and schedules shall be prepared by ICC and sent to participants at least one month ahead of the meeting.

Article 10:

The current chairperson shall ensure the smooth functioning of sessions of the Annual Meeting of Chief Executive

Article 11:

The Secretariat of the sessions of the Annual Meeting of Chief Executives shall be provided by the Center.

Article 12:

1. Decisions of Annual meetings shall be taken by consensus.

2. A report and final communiqué shall be produced at the end of the Ordinary Meetings and Extraordinary Meetings.
3. The Chief Executives may propose the organization of a summit of Heads of State and Government of the Gulf of Guinea, when necessary.

Article 13:

1. Organization expenses and the logistics of the meetings shall be borne by the Center.
2. Institutions shall take charge of expenses related to the participation of their representatives in the meetings referred to in paragraph 1 of this Article.
3. The Institution holding the Chairmanship shall request for assistance from the host State of the annual meeting in order to benefit from the provisions of facilities necessary for the smooth conduct of the meeting.

Article 14:

1. The working languages of the annual meetings shall be English, French, Portuguese, and Spanish.
2. The Center shall be responsible for the drafting and translation of documents and interpretation in the four above-mentioned languages.

CHAPTER III - TRANSITIONAL AND FINAL PROVISIONS

Article 15:

1. These Rules of Procedure shall be adopted and revised by the Chief Executives.
2. Supplementary texts may be attached to this rules of procedure when necessary.

Article 16:

Any dispute arising from the interpretation and/or implementation of these Rules of Procedure shall be settled amicably or through diplomatic channels.

Article 17:

These Rules of Procedure shall enter into force upon signature by the Chief Executives or their duly authorized Representatives.

Article 18:

This Rules of Procedure shall be published in the official journals of the ECCAS, ECOWAS and GGC and the official gazettes of their member States.

In witness whereof the undersigned Parties have signed this Additional Protocol drafted in four (4) original texts in English, French, Portuguese, and Spanish all being equally authentic.

Done in Yaoundé, on 5 June 2014

For ECCAS
The Secretary General.

For ECOWAS
The Vice-President
For the President of the Commission

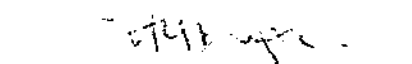
For GGC,
Deputy Executive Secretary
(Political Affairs)
For the Executive Secretary



AHMAD ALLAM-MI



TOGA GAYEWEA MCINTOSH



FLORENTINA ADENIKE UKONGA