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SADC EXPERT GROUP ON STANDARDIZATION, QUALITY ASSURANCE, ACCREDITATION AND METROLOGY (SQAMEG)

ANNUAL REPORT OF THE SADC COOPERATION ON ACCREDITATION (SADCA)

APRIL 2005 to APRIL 2006

1. SADCA PROJECT

1.1 SADCA PMC meetings held

A number of PMC meetings were held in 2005 to discuss the various important issues in SADCA as well as the SADCAS.

At the meeting held on 01 May 2005 in Maputo, Mozambique the PMC prepared for the meeting with the SADCA Committee members at which the SADCAS Bylaws were discussed and explained to them. These Bylaws were approved by the full SADCA Committee. In addition the PMC finalised the arrangements for the 9th annual SADCA Committee meeting and also discussed progress with regards to:

- o the incorporation of SADCAS;
- o the launching of NAFPs; and
- o the NORAD phase II project.

After the SADCA meeting held in Maputo in May 2005, the PMC held a meeting on 27-28 May 2005 in Pretoria, South Africa. This meeting was primarily called to address comments on the NORAD Phase II project report which were submitted by Mr Ivar Foss to the Norwegian Embassy in South Africa, to discuss the projects submitted to the other donors, to finalise the selection of candidates to be trained as technical assessors and to finalise their training programme.

The third meeting of the PMC was held from 01 to 08 November 2005 in Zanzibar. The SADCAS Board of Directors [BoD] also attended this meeting. In addition to the BoD, Mr John Gilmour, an international expert on accreditation, also attended this meeting. The purpose of the attendance by the BoD will be discussed under the heading "SADCAS Board of Directors". In addition to the meeting with the BoD, the PMC also attended to other matters such as:

- o confirming the deliverables for the various projects submitted for donor funding. This in itself was a very big task taking into account the monetary figures discussed by two international donors;
- o preparing for the meeting with the NAFPs in February 2006 in Gaborone, Botswana;
- o the feedback from the SADCA Technical Assessor course held in Pretoria, South Africa in September 2005;
- o the way forward with respect to SADCAS;
- o started the drafting of the SADCAS Business Plan;
- o received the draft TBT Annex for the SADC Trade Protocol and other general items for the development of SADCAS.

The fourth meeting of the PMC was held together with the NAFPs and BoD on 06 to 09 February 2006 in Botswana. This meeting of the PMC was to meet with the NAFPs and the BoD and to prepare for the 10th annual SADCA meeting to be held in Windhoek, Namibia on 04 April 2006. The items that were discussed with the NAFPs and BoD are addressed under items 1.2 and 1.5 below.

1.2 NAFP and SADCA Committee

After meeting with the NAFPs in October 2004 in Cape Town where they attended the 2004 ILAC / IAF General Assembly, the PMC met with the NAFPs in February 2006. Noting that 18 months had lapsed since meeting with them, it had become extremely important to update the NAFPs on the developments in SADCA and SADCAS. In addition it was necessary to give them feedback on the technical assessor training course which was held in September 2005 in South Africa as they, the NAFPs, had selected the assessors.

It is with pleasure to report that the NAFPs from Malawi, Tanzania, Zambia, Zimbabwe, Mauritius and Angola have been officially launched in their respective countries with ministerial attendance at these occasions.

The NAFPs from Angola and Mozambique received their attachment training at the Brazilian accreditation body, INMETRO. In addition the NAFPs from the DRC and Madagascar received their attachment training at the French accreditation body, COFRAC. On behalf of SADCA sincere thanks were extended to these two internationally recognized accreditation bodies for accommodating and training the SADCA NAFPs.

Madagascar officially joined the SADC region in August 2005 and Mrs Jeanne Ranorovelo of Madagascar has been appointed by her government as the NAFP representative of Madagascar.

The NAFP Marketing and Publicity subgroup are still to meet to update the SADCAS Brochure. It is hoped that once again Ms Gabriela Rebello da Silva of Mozambique and Ms Teodora Lourenco Silva of Angola will be able to translate the updated brochure into Portuguese and likewise Mr Viki Kanama of the DRC to once again translate the updated brochure into French.

The PMC met with the SADCA Committee on 1 May 2005 to present and discuss a draft of the SADCAS Bylaws with them. These Bylaws were officially approved by SADCA. This meeting was also attended by Dr Otto Loesener of UNIDO as an observer.

1.3 SADCA Technical Assessor Training Course

Donor funding had been secured for the inaugural SADCA Technical Assessor training course which took place from 7 to 16 September 2005 in Pretoria, South Africa. Sixteen delegates from 8 Member States travelled attend this course. Prior to attending the training course, the delegates attended the 2005 Test and Measurement Conference where they not only had the opportunity to attend presentations by various experts but also liaised with experts in their relevant fields of expertise.

In addition two delegates from the Eastern African Community [EAC] also attended the training course.

Both the SADC and EAC delegates were sponsored by PTB of Germany and our sincere thanks to PTB.

1.4 Incorporation of SADC Accreditation Service (SADCAS) as a legal entity

The proposed SADCAS Bylaws was approved by the SADCA Committee members on 1 May 2005 in Maputo, Mozambique.

The SADCAS BoD and Council were nominated on 6 May 2005 in Maputo, Mozambique.

The SADCAS Bylaws were submitted to the firm of corporate lawyers in Botswana who transcribed the Bylaws into the Memorandum and Articles of Association of SADCAS.

It is with pleasure that SADCA can report that SADCAS has been registered as a non-profit company under Botswana laws on 06 December 2005. The SADCA legal coordinator, Mr Kaakunga has identified the further steps to be taken with the establishment and operations of SADCAS and will be attending to these activities.

1.5 SADCAS Board of Directors [BoD]

The Board of Directors elected on 06 May 2005 consists of:

Mr R A Kaakunga, Namibia - Chair
Mr M Mukelabai, Zambia
Mr S Santos, Mozambique
Mr S Francisco, Angola
Mr C Mokhorro, Lesotho
Mr S Carstens, SADC MEL, South Africa
Mr M A Peet – providing the Secretariat

The Board of Directors received training in Corporate Governance which was provided by the Institute of Directors, South Africa. This training was received prior to their inaugural meeting in Zanzibar in November 2005. At this meeting the BoD scrutinized the Articles and Memorandum of Association and amended them as such to address their SADC requirements. It was these amended documents that were resubmitted to the corporate lawyers for registration of SADCAS on 06 December 2005 in Botswana.

At the meeting in February 2006 with the PMC, the BoD drafted the documents and made preparations for the inaugural SADCAS Annual General Meeting

2. DONORS

2.1 NORAD

In September 2005, the Regional Coordinator and the Norwegian Ambassador to South Africa signed a contract for Norwegian funding whilst the Phase II project is being finalised.

2.2 PTB

PTB continues to be involved in the activities of SADCA and has funded numerous SADCA activities. The most significant funding from PTB was for the investigation on the feasibility study for the incorporation of SADCAS, the numerous meetings and also the registration of SADCAS.

2.3 The South African dti

The South African **dti** continues to sponsor the day-to-day running of the office of the SADCA Secretariat. The **dti** has provided full time staff, Ms Marie Chilcott, to be the SADCA secretary. SADCA wishes to express sincere thanks to the **dti**.

The SADCA Regional Coordinator has regular meetings with the South African **dti**, the Norwegian and Swedish Embassies in South Africa.

3. SADCA / IAAC COOPERATION

The SADCA Project Manager attended the IAAC General Assembly meeting in San Jose, Costa Rica in May 2005. His attendance was on behalf of the SADCA Chairperson who was unable to attend. In addition, the Project Manager also spent time at the Caribbean Epidemiology Centre [CAREC] in Port of Spain, Trinidad and Tobago [see item 4.2].

4. PARTICIPATION IN REGIONAL MEETINGS

4.1 Test and Measurement Conference in South Africa – September 2005

Members of the SADC region made presentations at the 2005 Test and Measurement Conference. This was attended by SADC technical assessors [see 1.3].

4.2 IAAC meeting

The SADCA Project Manager, Mr Ron Josias, on behalf of the SADCA Chair, made a presentation at the IAAC General Assembly in May 2005 on the activities and achievements of SADCA.

5. PARTICIPATION IN INTERNATIONAL MEETINGS

SADCA representatives attended the following meetings and/or delivered presentations:

- IAAC General Assembly in Costa Rica in May 2005
- ILAC / IAF meetings in Germany in June 2005
- ILAC / IAF General Assembly in New Zealand in September 2005
- OECD meeting in Germany in October 2005
- IAF Strategic Planning meeting in Switzerland in November 2005
- ILAC Executive meeting in Israel in February 2006
- IAF Executive meeting in Rome, Italy in March 2006.

6. MARKETING AND PUBLICITY

The SADCA Marketing and Publicity subgroup will update the SADCAS Brochure.

During the period under review, the following articles on SADCA were published.

- Regular articles for the ILAC Newsletter.
- Regular articles for the IAF Newsletter.
- Regular articles for the APLAC Newsletter
- Regular articles for IAAC Newsletter.
- Regular articles for the SANAS Communiqué.
- Regular articles for the SANAS Report.
- Various presentations on SADCA were also made throughout the period under review whenever an opportunity was provided with fellow regional co-operations on accreditation.

7. IMMEDIATE FUTURE PLANS

- Next steps with respect to the subsidiarity status in SADC and operations of SADCAS.
- Implementation and monitoring of the SADCAS project plan.
- Integration of SADCAS and SADCA project plan with those of the regional SQAM organisation.
- Assist in the integration of the technical infrastructure being created within SADC into the regional strategies to manage TBT and SPS related activities.
- Submission of projects to two international donor funding organisations for further funding of SADCA activities.
- Liaison and cooperation with other regional accreditation bodies like EA, APLAC and continue the cooperation with IAAC.

8. GENERAL

From the country reports presented at the 9th annual SADCA Committee meeting, it was evident that accreditation awareness was increasing in the SADC Member States. Accreditation awareness seminars and training programmes were being undertaken. In addition from the data provided by the members, there is a large enough accreditation market for SADCAS to be established.

Tanzania and Zimbabwe are still investigating the viability to establish national accreditation bodies. MAURITAS has now officially started operations.