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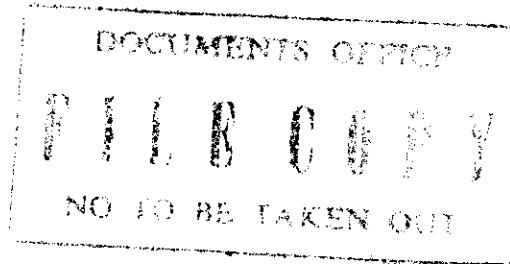
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ECONOMIC COMMISSION FOR AFRICA
Central African Mineral Resources
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Governing Council Inaugural Meeting
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RULES AND DIRECTIONS CONCERNING FINANCIAL AND
ADMINISTRATIVE MATTERS IN RESPECT OF THE CENTRAL
AFRICAN MINERAL RESOURCES DEVELOPMENT CENTRE
BRAZZAVILLE PEOPLE'S REPUBLIC OF CONGO

RULES AND DIRECTIONS CONCERNING FINANCIAL AND
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AFRICAN MINERAL RESOURCES DEVELOPMENT CENTRE,
BRAZZAVILLE PEOPLE'S REPUBLIC OF CONGO

IN EXERCISE of the powers conferred upon the Governing Council by subparagraph (g) of paragraph 8 of Article 5 of the Agreement concerning the establishment of the Central African Mineral Resources Development Centre, the Governing Council hereby makes the following rules:

ADMINISTRATIVE AND FINANCIAL PROVISIONS
ADMINISTRATION

1. The Director-General shall be responsible for the day-to-day administration of the Centre.
2. Subject to such directions, as the Governing Council may give, the Director-General shall act as the legal representative of the Centre in all matters and may signify the acts and decisions of the Governing Council.
3. There shall be a seal of the Centre which shall be affixed to all documents which need to be under seal. The affixing of the seal of the Centre shall be authenticated by the Director-General or the person acting as Director-General.
4. The seal of the Centre shall be kept in the custody of the Director General.
5. The Director-General shall be responsible for the secretarial and administrative services required for the notification and conduct of meetings of the Governing Council and all its committees or other subsidiary bodies and of the Technical Advisory Committee.

6. All cheques and drafts or accounts of the Centre and other instruments of financial transactions shall be signed by the Director-General and such member or members of the staff of the centre as the Governing Council may designate.

7. The Financial year of the Centre shall commence on the _____ and shall end on the _____ in each year.

8. (a) A member of the staff of the Centre shall be made responsible for the accounts of the Centre. He shall present a duly audited and certified annual balance sheet and accounts of the Centre to the Governing Council through the Director General within three months after the end of the financial year to which they relate.

(b) The Governing Council shall appoint auditors of good repute to audit the accounts.

9. The member of the staff of the Centre responsible for the accounts of the Centre shall keep available enough cash to cover the daily petty disbursements made on behalf of the Centre. All other cash cheques and other negotiable instruments shall be deposited daily in the bank account of the Centre.

CUSTODY OF EQUIPMENT AND STORES

10. (a) The Director-General shall be responsible for keeping the inventory and ensuring the safe custody of all equipment and stores belonging to the Centre.

(b) The Director-General may, with the concurrence of the Governing Council, delegate his responsibilities under this rule to a member of the staff of the Centre.

INSURANCE

11. Subject to the directives of the Governing Council, the Director-General shall at all times maintain adequate insurance with respect to the premises, equipment, vehicles and other property of the Centre.

GENERAL

12. Subject to the directives of the Governing Council, the Director-General may enter into agreements to provide the Contracting Parties to the Agreement with equipment in his possession by lending it to them or by otherwise disposing it and to borrow or otherwise acquire possession of equipment from whatever source on such conditions as the Governing Council may determine.

13. The Director-General shall submit programmes and budget estimates which require approval by the Governing Council to it no later than six months before the beginning of the period to which they relate. He shall submit annual reports to the Governing Council within three months of the period to which they relate

14. These rules and directions may be amended from time to time by the Governing Council.