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ECONOMIC COMMISSION FOR AFRICA

STATUTES OF THE SUBREGIONAL BUILDING  
AND BUILDING MATERIALS  
RESEARCH CENTRE (CEREM)

## TITLE I: INTERPRETATION

### Article 1:

In the present statutes:

- (a) "Agreement" shall mean the Agreement on the conversion of the Centre de la Construction et du Logement (CCL) at Cacavelli, Lome, into the Subregional Building and Building Materials Research Centre (CEREM);
- (b) "CCL" shall mean the Centre de la Construction et du Logement located at Cacavelli in Lome, Togo;
- (c) "CEREM" shall mean the Subregional Building and Building Materials Research Centre.

## TITLE II: CEREM AND ITS PURPOSE

### Article 2:

CEREM shall be a joint institution of member States, specializing in building and building materials research.

## TITLE III: STRUCTURE OF CEREM

### Article 3:

In order to attain its objectives and to fulfil its terms of reference as defined in title II, article 5 of the Agreement, CEREM shall be composed of the following divisions with the corresponding responsibilities:

<u>Division</u>	<u>Responsibilities</u>
A. Building Planning and Design	<ul style="list-style-type: none"><li>(a) Study of building-related programmes and problems</li><li>(b) Building concepts and techniques</li><li>(c) Building planning</li><li>(d) Building management and economics</li><li>(e) Building codes and regulations</li><li>(f) Infrastructure</li><li>(g) Construction physics</li><li>(h) Housing and planning statistics</li></ul>

<u>Division</u>	<u>Responsibilities</u>
B. Building Materials	(a) Raw materials study (b) Construction materials production (c) Development of raw materials technology (minerals, wood, agricultural wastes, iron and steel, plastics and chemical products, etc.)
C. Structures and Foundations	(a) Soil mechanics (b) Structural design and analysis (c) Technical specifications (d) Foundations (e) Building techniques
D. Quality Control and Standardization	(a) Trial and evaluation of material (b) Formulation of quality standards
E. Training	Material resources and training programmes for: (a) Research scientists and technologists (b) Materials production and building technicians
F. Advisory and Technical Services	(a) Pilot and demonstration projects (b) Technical seminars (c) Advisory services (d) Research and applications
G. Information	(a) Library (b) Documentation (c) Public information
H. Administration	Support services.

#### TITLE IV: POLICY ORGANS

##### The Board of Directors

##### Article 4:

Without prejudice to the functions assigned to it under title IV, article 9 of the Agreement, the Board of Directors shall have the widest powers enabling it to guarantee the quality of work carried out by CEREM.

To this end:

- (a) It shall direct the general policy and activities of CEREM and take every measure conducive to achieving the purpose and objectives of CEREM;
- (b) It shall monitor the actual implementation of decisions taken by the Board;
- (c) It shall establish, adopt and modify whenever necessary its rules of procedure;
- (d) It shall decide on any changes to be made to the statutes of CEREM;
- (e) It shall determine the practical and financial modalities of initial or advanced training programmes, the implementation of pilot projects in member countries and the various services that CEREM shall be called upon to render to member or non-member States;
- (f) It shall appoint and terminate the Director General of CEREM on the basis of consultation;
- (g) It shall appoint the Advisory Committee on Research;
- (h) On the recommendation of the Director General, it shall appoint and terminate staff of CEREM;
- (i) It shall approve the staff regulations prepared by the Director General;
- (j) It shall consider applications for the admission of new members and decide thereon;
- (k) It shall decide on the exclusion of a State in arrears and record the withdrawal of a contracting State;
- (l) It shall be responsible for settling disputes.

Article 5:

The Board of Directors shall elect its Chairman from among the members. The Chairman shall convene the Board, preside over its meetings and settle all questions relating to decisions taken by the Board. An elected member shall act in his stead should the Chairman be prevented from carrying out his duties.

Article 6:

The decisions of the Board of Directors shall be taken by a two-third majority of voting members.

The Board of Directors shall meet in regular session twice a year. At the instance of the Chairman or at the request of two thirds of voting members, it may meet in special session.

Article 7:

The Director General of CEREM shall provide secretariat services for meetings of the Board of Directors and any subsidiary organ of the Board.

Article 8:

The regular and special sessions of the Board of Directors shall be held at the headquarters of CEREM unless convened at a different venue pursuant to a decision taken at a previous session of the Board.

Article 9:

The Director General of CEREM shall keep appropriate records of the deliberations and decisions of the Board of Directors.

Article 10:

CEREM shall pay the travel and subsistence costs of members of the Board of Directors whenever the Board meets.

Management

Article 11:

CEREM shall be administered by a Director General who should be a specialist in matters related to building and, to a lesser extent, in matters related to infrastructure. As an architect or engineer, he should possess extensive theoretical and practical experience, particularly in the area of habitat in Africa. He should have proven administrative abilities and shall be responsible for co-ordinating the work of all the experts, administrative and technical staff. His main working language shall be French but he should also have a working knowledge of English.

Article 12:

The Director General of CEREM shall be appointed by the Board of Directors for a term of two years renewable. The Board of Directors may at any time terminate the services of the Director General whenever the smooth running, credibility and prestige of CEREM so require.

Article 13:

The Director General shall enforce the decisions of the Board of Directors from which he shall be delegated the necessary powers. In this regard:

- (a) He shall be responsible for the organization and implementation of the work programme of CEREM approved by the Board of Directors;
- (b) He shall exercise control at all levels of the service;
- (c) He shall be responsible for the financial and staff management of CEREM;
- (d) He shall submit for consideration of the Board of Directors, annual reports and any special reports on the activities of CEREM;
- (e) He shall, on a yearly basis, and in accordance with the regulations in force prepare the financial accounts and draft budget of CEREM for submission for consideration to the Board of Directors;

- (f) Subject to the directives of the Board of Directors, he shall be responsible for receiving the contributions and other resources that should be paid by member States;
- (g) He may, with the agreement of the Board of Directors, accept any donations, endowments and grants made to CEREM by Governments, public or private institutions, international organizations and bodies, donor countries or private individuals;
- (h) He shall be authorized to incur any expenses within the limits of the budget approved by the Board of Directors and shall pay for and authorize CEREM expenditures;
- (i) He shall, on the advice of the Chairman of the Board of Directors, recruit the administrative and technical staff of CEREM;
- (j) He shall represent CEREM in law and in all civil matters on behalf of the Chairman of the Board of Directors.

The Advisory Committee on Research

Article 14:

Subject to the provisions of title IV, articles 7 and 16 of the Agreement, the Advisory Committee on Research shall be composed of:

- (a) The Director General of CEREM who shall act as Secretary;
- (b) The Directors (one from each member State) of national research laboratories and centres;
- (c) Experts in their personal capacity.

Article 15:

The Advisory Committee on Research shall be responsible for :

- (a) Assisting the Director General of CEREM in establishing the research programme of CEREM and harmonizing the programme with those of national research laboratories and centres;
- (b) Advising on matters of co-operation and assisting the Director General in delivering the assistance that CEREM should provide to national research laboratories and centres;
- (c) Assisting the Director General of CEREM in identifying pilot projects and in planning their implementation in member States;
- (d) Submitting to the Board of Directors any recommendations likely to improve the quality of services that CEREM is called upon to render to member States.

Article 16:

The Advisory Committee on Research shall be appointed for two-year terms by the Board of Directors on the recommendation of the Governments of member States.

Article 17:

The Advisory Committee on Research shall elect its Chairman from among the members who shall be Directors of national research laboratories and centres.

Article 18:

The Advisory Committee on Research shall meet at least twice yearly at the instance of its Chairman. The presence of two thirds of its members shall constitute a quorum. The conclusions of its deliberations shall be submitted, in the form of recommendations, to the Board of Directors.

Article 19:

Subject to the provisions of articles 14 to 18 of the present statutes, the Advisory Committee on Research shall prepare and adopt its own rules of procedure.

Article 20:

CEREM shall pay the travel and subsistence costs of members of the Advisory Committee on Research whenever they attend meetings of the Committee.

The Board of Directors shall determine the emoluments and other fees that should be paid to individual experts and members of the Advisory Committee on Research, from the budget of CEREM.

TITLE V: RELATIONS WITH NATIONAL RESEARCH  
LABORATORIES AND CENTRES

Article 21:

The establishment of CEREM should in no way disturb the smooth running of existing or proposed national research laboratories or centres dealing with materials testing, road construction techniques, public works and building research.

Article 22:

Close institutional co-operation should be maintained between CEREM and national research laboratories and centres and lead to the joint preparation of research programmes between CEREM and national research centres so as to allow a fruitful exchange of information and expertise and the implementation of such full projects as pilot and demonstration units in member States.

Article 23:

CEREM should organize on a regular basis, training programmes, refresher courses and seminars for the staff of national research laboratories and centres, in consultation with those centres.

Article 24:

CEREM shall be responsible for organizing the exchange of research expertise between the Centre and national research laboratories and centres in well defined research areas or for specified periods.

Article 25:

CEREM shall be responsible for organizing, on a regular basis, the dissemination of information and publications between CEREM and national research laboratories and centres. Such publications may be undertaken jointly whenever feasible.

Article 26:

The staff of national research laboratories and centres shall be accorded free access to the research equipment and facilities of CEREM in accordance with modalities to be decided by the Board of Directors on the recommendation of the Advisory Committee on Research of CEREM.

TITLE VI: AMENDMENT

Article 27:

The present statutes may be amended by the Board of Directors on a two-thirds majority of its members voting.