



**REPORT OF THE SECOND MEETING OF  
 THE ECOWAS COMMUNITY CONFORMITY ASSESSMENT COMMITTEE  
 (ECOCONF)**

**26-27 July 2018, Abuja (Nigeria)**

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## 1. Context

The second meeting of the ECOCONF was held from 26<sup>th</sup> to 27<sup>th</sup> July 2018 at the BOLTON WHITE HOTEL, in Abuja (Nigeria) in the framework of the West Africa Quality System Program (WAQSP).

## 2. Participants

The meeting was attended by representatives of the following institutions whose names and contacts are shown in the attached list of participants (Appendix 1):

- Representatives of ECOWAS Commission;
- ECOCONF members representing ECOWAS Member States and private sector organizations;
- The International Expert in Product Certification of WAQSP;
- Representatives of the WAQSP regional technical coordination unit.

## 3. Agenda

The meeting deliberated on the following main points of the agenda. The work program is attached to this report (Appendix 2).

The main points discussed were the following:

1. Information on the status of implementation of the action plan since the last meeting
2. Establishment of the ECOCONF subcommittees:
  - amendment of the ECOCONF rules of procedure to take into account its three sub-committees;
  - adoption of the rules of procedure of the working groups of the subcommittees.
3. Adoption of documents related to the establishment of the regional ECOWAS product certification system:
  - adoption of the general rules of the regional Certification Mark;



- adoption of the model of the certifying specific rules;
- approval of the mandating rules of the national product certification bodies and their testing laboratories;
- Adoption of the terms of reference for the design of the logotype of the regional certification Mark;
- Adoption of the selection criteria for the priority products to benefit from the issuance of the Regional Mark.

4. Miscellaneous

5. Adoption of the report of the meeting

#### **4. Bureau**

The ECOCONF Chairperson chaired the meeting, supported by three rapporteurs from the following countries: Mali, Nigeria and Cape Verde.

#### **5. Official Opening**

The meeting was opened by the speech of the WAQSP's Chief Technical Advisor representing UNIDO followed by the speech of the representative of European Union Delegation in Nigeria. After, there was the speech by the ECOWAS Commissioner in charge of Industry and Private Sector Promotion followed by the speech of the representative, Federal Minister of Industry, Trade and Investment of the republic of Nigeria.

WAQSP's Chief Technical Advisor welcomed all the participants before reminding the participants the main results achieved by UNIDO especially, the regional Quality Infrastructure. He also highlighted the milestone reached by WAQSP through the setting up the regional Certification Scheme.

The representative of European Union Delegation in Nigeria was delighted to see how involved the ECOWAS Commission and ECOWAS States members were, by meeting the industrial development challenges. She stated that the work done under WAQSP is instrumental to creating the favourable conditions for attracting investments in the region thereby creating jobs and reducing poverty especially the setting up of the ECOWAS



Regional Product Certification Scheme. She ensured ECOWAS Commission of the EU's continuous commitment to develop the region.

The representative of the Federal Minister of Industry, Trade and Investment of the republic of Nigeria first welcomed all participants and partners attending the meeting. Then, he emphasized the importance of Quality for the region before congratulating, in the Name of the President of the Federal Republic of Nigeria, the EU and UNIDO for the results already achieved. He highlighted the key benefits of the Certification Mark for the region through consumers protection, enterprises competition, market penetration and, technical barriers removal. He ended by declaring the meeting open.

## **6. The technical work**

### ***6.1. Information on the status of implementation of the action plan since the last meeting***

The WAQSP's Expert in charge of conformity Assessment presented the 2017-2018 work plan implementation's status with the key outcomes as well as the next steps.

Out of 13 actions planned, 1 had been completed (8%), 8 actions on-going (62%) and actions which has not been undertaken yet (30%). The next steps are the design and protection of the Regional Mark logotype as well as its promotion. The support provided to the conformity assessment bodies will be continued. Details have been presented in appendix 3 attached to this report.

### ***6.2. Establishment of the ECOCONF subcommittees***

The ECOCONF's rules of procedure and the rules of procedure of the working groups have been reviewed. The appendix 4 presents the main changes and the final version of the documents is attached to this report.

The following ECOCONF subcommittees have been put in place:

- Testing subcommittee,
- Certification subcommittee,



- Inspection subcommittee.

The appendix 5 shows the composition of each one of these Subcommittees.

### ***6.3. Adoption of the ECOWAS regional certification scheme***

The general rules of the regional Certification Scheme and the model of the certification's specific rules have been reviewed. The appendix 4 presents the main changes and the final version of the documents is attached to this report.

### ***6.4. Approval of the ECOWAS requirements for mandating rules of the national product certification bodies and their testing laboratories***

The document has been reviewed and it has been approved by the ECOCONF. The appendix 4 presents the main changes and the final version of the document is attached to this report.

### ***6.5. Adoption of the terms of reference for the design of the logotype and a visual style guide of the regional certification Mark***

The document has been reviewed and it has been adopted by the ECOCONF. The appendix 4 presents the main changes and the final version of the document is attached to this report.

### ***6.6. Adoption of the selection criteria for the priority products to benefit from the issuance of the Regional Mark.***

The selection criteria for the priority products were reviewed and they have been validated (appendix 6).

## **7. Outcome of the deliberations**

The meeting deliberated on the main points of the agenda. The main findings are reported in the table in Appendix 4. The following recommendations have been made:

- ECOCONF Members: send CVs to finalize the setting up of the subcommittees



- ECOWAS Members State Should strengthen the competence of each country to have an effective ECOWAS certification program
- To the ECOWAS Commission: improve the demand of Quality within the region by promoting Quality through FEWACCI and FOPAO

### **8. Closure of the meeting**

On behalf of the ECOWAS Commissioner, the WAQSP's Chief Technical Advisor thanked the ECOCONF Chairperson and all the participants for the meeting's achievements. He called for quick actions of the ECOWAS States Members in order to operationalize the regional product certification scheme. He mentioned the next steps ECOWAS Commission will engage on its side.

The Chairperson of ECOCONF

Dr. Kafui Codjo KOUASSI



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Appendix 1: list of participants

<b>ECOCONF MEMBERS REPRESENTING THE MEMBER STATES OF ECOWAS AND PRIVATE SECTOR ORGANIZATIONS</b>					
<b>N°</b>	<b>COUNTRY</b>	<b>ORGANIZATIONS</b>	<b>SURNAME(S)</b>	<b>NAMES</b>	<b>Email address</b>
1	Benin	ANM-Agence Nationale de Normalisation et de Contrôle de la Qualité	Mama Sika	Youssouf	youssouf75@gmail.com
2	Burkina Faso	ABNORM-Agence Burkinabe de Normalisation	Nyamba	Djakaridja	dnyamba@yahoo.fr
3	Cape Verde	Instituto da Gestao da Qualitao e da proprietao intellectuao	Carlos	Tancredo	carlos.tancredo@mee.gov.cv
4	Cote D'Ivoire	Bureau Norme et Audit-BNA	Kouassi	Assovie Olga Pulcherie	olgakouassi@bna-ci.com
5	Gambia	The Gambia Standards Bureau	Ndenn	Joseph	josephndenn@gmail.com
6	Ghana	SGS	Gavor	Francis bullen	francis.bullengavor@sgs.com
7	Guinea Bissau	CIPA-Laboratoire de Contrôle Qualité Pêche	D'OliveiraRobalo Junior	Hermenegildo	giroj@hotmail.com
8	Guinea Conakry	Institut guinéen de Normalisation et de Métrologie	Mansare	Joseph Tamba	tamarism2016@gmail.com



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9	Mali	Agence malienne de Normalisation et de Promotion de la Qualité (AMANORM)	Diop	Amadou	amadoudiop86@yahoo.fr
10	Niger	Agence Nationale de Vérification de Conformité aux Normes (AVCN)	Bako	Illiasou	bako142002@yahoo.fr
11	Nigeria	Standards Organisation of Nigeria	Braimah	Oshioneh	oshioneh@yahoo.com
12	Senegal	Agence Sénégalaise de Normalisation (ASN)	Baro	Aboubacry	aboubaro2@gmail.com
13	Sierra Leone	Sierra Leone Standards Bureau	Kamara	IsatuBinta	isattu.binta@yahoo.com
14	Togo	UniversityofLomé	Kouassi	KafuiCodjo	kafui.kouassi@gmail.com
15	Private Sector	FEWACCI	Nanika	Sambigou	psknanika@gmail.com
16		FOPAO	Tchinguilli	Aime de dieu	essolim@gmail.com/onondegito@gmail.com

**REPRESENTATIVES OF THE REGIONAL TECHNICAL COORDINATION UNIT (RTCUC)**

N°	POSITION	NAME	SURNAME(S)	Email address
17	Chief Technical Advisor	Kouassi	Aka Jean Joseph	A.Kouassi@unido.org





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18	Conformity Assessment Expert	Midaye	Koissi	k.midaye@unido.org
19	Accreditation Expert	Marcel	Gbaguidi	m.gbaguidi@unido.org
20	Regional Program Assistant	Eke	Ameyo Lydia	l.eke@unido.org
21	Communication Expert	Ndiaye	Doudou	d.ndiaye@unido.org

**EXPERT IN PRODUCTS CERTIFICATION**

N°	POSITION	NAME	SURNAME(S)	Email address
22	Product Certification Expert	Ezzine	Cherif	cherif.ezzine@gmail.com

**REPRESENTANT OF ECOWAS COMMISSION**

N°	POSITION	NAME	SURNAME(S)	Email address
23	ECOWAS Commissioner for Industry and Private Sector Promotion	Traore	Mamadou	matraore@ecowas.int



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Appendix 2: **Meeting Agenda**

HOURS	ACTIVITIES	KEY STAKEHOLDERS
<b>DAY 1 : Thursday 26th July 2018</b>		
8 : 30 – 9 : 00	Welcome and settlement of the participants	
9 : 00 – 9 : 30	Opening of the Regional Meeting Speeches Press point of officials and group photo	Federal Minister of Industry. Trade and Investment of Nigeria and or its representative, ECOWAS Commission, European Union, UNIDO and participants.
9 : 30 – 9 : 45	<b>Coffee-Break</b>	
9 : 45 – 12 : 45	Plenary (beginning): <ul style="list-style-type: none"> <li>- brief presentation of the main activities carried out since the last meeting;</li> <li>- amendment of the ECOCONF rules of procedure to take into account its three sub-committees;</li> <li>- adoption of the rules of procedure of the Working Groups;</li> <li>- adoption of the general rules for the management of the ECOWAS product certification system.</li> </ul>	Chairman of ECOCONF, Certification Expert et WAQSP Participants
12 : 45 – 14 : 00	<b>Lunch</b>	
14 : 15 – 17 : 15	Plenary (continuation): <ul style="list-style-type: none"> <li>- adoption of the model of the specific product certification rules;</li> <li>- approval of the rules of mandate of national product certification bodies and their testing laboratories.</li> </ul>	Chairman of ECOCONF, Certification Expert et WAQSP Participants
<b>DAY 2 : Friday 27<sup>th</sup> July 2018</b>		



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8 : 30 – 10 : 30	Plenary (end): <ul style="list-style-type: none"> <li>- adopt the terms of reference for the design of the logotype of the ECOWAS Certification Mark;</li> <li>- adoption of the criteria for the selection of priority products to benefit from the issuance of the Regional Mark of Conformity to ECOWAS Standards</li> </ul>	Chairman of ECOCONF, Certification Expert et WAQSP Participants
10 : 30 – 11 : 00	<b>Coffee-Break</b>	
11 : 00 – 12 : 30	Status of implementation of ECOCONF 2017-2018 action plan	Chairman of ECOCONF, Certification Expert et WAQSP Participants
12 : 30 – 14 : 00	<b>Lunch</b>	
14 : 00 – 16 : 00	Preparation of the report of the meeting	Bureau of the meeting / WAQSP
16 : 00 – 16 : 45	Adoption of the report of the meeting and Review of objectives, Evaluation of the meeting	Chairman of ECOCONF, Certification Expert et WAQSP Participants
17 : 00	Closing of the session	Chairman of ECOCONF, ECOWAS Commission



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**Appendix 3: Implementation status of the ECOCONF 2017-2018 Work plan**

#	ACTIVITES	Implementation STATUS of the action plan since the last meeting			COMMENTS
		Completed	Ongoing	Not started yet	
1	<p><i>Poursuite de l'appui à l'accréditation des OEC sélectionnés par la CEDEAO à vocation régionale</i></p> <p>Support for the accreditation of the first batch of CABs selected by ECOWAS to serve the region</p>				<p>12 testing laboratories being supported: 4 accredited/ Equipments and reagents provided/85 trained/</p> <p>7 Certification Bodies being supported: 4 accredited</p> <p>4 Inspection bodies being supported: ISO 9001 certification/ 174 staff trained</p>
2	<p><i>Appui à la participation à de réseaux d'intercomparaison des laboratoires sélectionnés</i></p> <p>Support for participation in inter-comparison of the first batch of laboratories selected by ECOWAS to serve the region</p>				PT launched in Agrifood: 2-3 October 2017.
3	<p><i>Harmonisation des méthodes d'analyse dans les domaines prioritaires</i></p> <p>Harmonization of analytical methods in priority areas</p>				To take into account testing method related to priority products. (ECOWAS certification Mark)



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#	ACTIVITES	Implementation STATUS of the action plan since the last meeting			COMMENTS
		Completed	Ongoing	Not started yet	
4	<i>Appui à l'élaboration de plans d'affaires des organismes d'évaluation de la conformité sélectionnés</i>				Planned in the framework of WAQSP. It will concern regional CAB (Centers of Excellence). December 2018
	Support the development of business plans of the selected conformity assessment bodies				
5	<i>Recrutement du chargé de l'évaluation de la conformité au sein d'ECOWAQ</i>				WAQSP designated an Expert to serve as temporary Secretary for the Committee.
	Recruitment of the officer in charge of conformity assessment within ECOWAQ				
6	<i>Conception et protection de la marque de certification de la CEDEAO</i>				23 Staff of Product Certification bodies trained in Abidjan 9-10 July 2016 to set up first national CBs
	Design and protection of ECOWAS certification Mark				ECOCONF Constitutive meeting held 7-9 november in Abuja : Bureau of Committee, Rules of Procedures and actions planned adopted



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#	ACTIVITES	Implementation STATUS of the action plan since the last meeting			COMMENTS
		Completed	Ongoing	Not started yet	
7	<p><i>Adopter les règles générales de gestion de la marque régionale de conformité aux normes de la CEDEAO</i></p> <p>Adopt the General rules of management of the Regional Brand of Conformity to ECOWAS standards</p>				<p>Regional Certification Scheme documents validated by Experts from Ecowas States members (Cotonou: May 31 June1, 2018): General Rules of procedures, Specific rules, Mandating requirements, Logotype design terms of reference, Priority products selection criteria</p> <p><u>ECOCONF Chairperson Official visits and activities:</u>            11<sup>th</sup> April 2018 in Lome, Togo: the President of ECOCONF took part of the official visit of ECOWAS Commissioner to minister of Industry of Togo. He visited two laboratory support toward accreditation by the programme (<i>Institut National d'Hygiene and Clinic Biasa's</i> medical Laboratory).            From 31<sup>st</sup> may to 1<sup>st</sup> June 2018 in Cotonou, Benin: Phe President of ECOCONF participated in Product certification meeting held. He took part of the meeting of WAQSP beneficiaries held by 30<sup>th</sup> may in Cotonou. He also took part of meeting with the General Secretary of Benin Ministry of Industry. He was part of the delegation for meeting the WAEMU representant in Cotonou, benin 30<sup>th</sup> may, Cotonou.</p>
8	<p><i>Adopter l'architecture pour les règles générales de gestion de la certification des produits</i></p> <p>Adopt the architecture for the rules of product certification</p>				
9	<p><i>Adopter l'architecture concernant les règles de mandatement des organismes de certification</i></p> <p>Adopt the architecture regarding the rules of mandating certification bodies</p>				



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#	ACTIVITES	STATUS of implementation of the action plan since the last meeting			COMMENTS
		Completed	Ongoing	Not started yet	
10	<p><i>Assurer la validation technique des dossiers de mandatement des organismes nationaux de certification de produit pour l'attribution de la marque de conformité aux normes régionales.</i></p> <p>Ensure the technical validation of records of entrustment of the national standards bodies for the allocation of the mark of Conformity with regional standards.</p>				<p><u>These actions are the next steps:</u></p> <ul style="list-style-type: none"> <li>(i) Inform ECOWAS Community Council for Quality</li> <li>(ii) Design and protect the Logotype of Certification Mark</li> <li>(iii) Promotion of the Certification Mark</li> <li>(iv) Continue supporting with Mali, Cap Vert and the Gambia.</li> </ul>
11	<p><i>Promotion de la marque de certification de la CEDEAO</i></p> <p>Promotion of ECOWAS certification mark</p>				
12	<p><i>Formation du personnel des organismes nationaux de certification mandatés par le Système Régional d'Accréditation</i></p> <p>Training for national certification bodies mandated by ECOWAQ</p>				



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#	ACTIVITES	Implementation STATUS of the action plan since the last meeting			COMMENTS
		Completed	Ongoing	Not started yet	
13	Appui à la mise en place du mécanisme de certification - produit au niveau d'ECOWAQ support for the development of the mechanism for implementing product-certification within ECOWAQ				
	<b>TOTAL</b>	<b>1</b>	<b>8</b>	<b>4</b>	
	<b>POURCENTAGE/ PERCENTAGE</b>	<b>7%</b>	<b>62%</b>	<b>31%</b>	





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**Appendix 4: Main changes on the documents reviewed**

N°	Documents	Section/ Paragraphs	Old writing	New writing	Comments
1	Rules of Procedures of ECOCONF	3.	(Insertion)	article 5 OF C/REG.11/06/17 on organization and operation of the community conformity assessment	The article was not quoted in the old version
2	Rules of Procedures of the Working Groups		(No change)	(No change)	
3	General rules of the ECOWAS regional Certification Mark		(Insertion)	2. Definition of licence, conformity certification and mandating	Insertion of a section of definitions
		2 Ownership of the ECOWAS Certification Mark	2. It is registered as a collective Certification Mark on the basis of a registration carried out on its behalf at African Intellectual Property Organization (AIPO) or at any recognized organization.	3. It is registered as a collective certification Mark on the basis of a registration carried out on its behalf at the level of the intellectual property organizations of each country but also with regional organizations (OAPI, ARIPO, MARCARIA ...), international	Take into account other intellectual property organizations



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				or any other organization deemed necessary.	
		3 Conditions of use	(Insertion)	4. Conditions of use <ul style="list-style-type: none"> <li>comply with the Code of ethics related to Certifying bodies,</li> </ul>	
		4.4 ECOWAS Agency for Quality	(Insertion)	5.4. ECOWAS Agency Quality <ul style="list-style-type: none"> <li>establishing and monitoring of an integrity program (monitoring the certification system) and enforcing OC sanctions if case may be.</li> </ul>	
4	Model of the specific certification rules	2.2	(Insertion)	2.2. Additional standards and specifications <ul style="list-style-type: none"> <li>XXXX: "SOP's"</li> </ul>	The list of documents does not include SOP's.
		3.2	<b>3.2. Submitting</b>	<b>3.2. Submitting</b>	Reformulation



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			<p><b>documentation for a request</b></p> <p>An audit/inspection and tests cannot be carried out in the following cases:</p> <ul style="list-style-type: none"> <li>• extension</li> <li>• where the production site is familiar from other certification systems and for the same type of product.</li> </ul>	<p><b>documentation for a request</b></p> <p>...The completion of an audit / inspection following an extension request is left to the discretion of the CB according to the rules defined in the document of special rules of the certification program concerned.</p>	
		3.5	3.5 Decision and review  (Insertion)	3.5. Decision and review  They are materialized by the issue of a license, the model of which is indicated in Appendix No. 06 of this document.	Define a model of certificate to avoid non compliance with ECOWAS guideline
		4.2.2	(Insertion)	<p><b>4.2.2. Entry into force of the decisions</b></p> <p>Any Licence holder under suspension or withdraw cannot change CB</p>	
5	Mandating rules of the	3.3.	3. General requirements	3. General requirements	To enable private CB



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	national product certification bodies and their testing laboratories		In the case that the CB is not competent, ECOWAQ may mandate any other competent certifying body in liaison with the CB.	In the case that the CB is not competent, ECOWAQ may mandate any other competent certifying body in connection with the ONC or any other organization authorized by the State.	to be mandate by ECOWAQ
6	Terms of reference for the design of alogotype and a visual style guide for the ECOWAS regional Certification Mark	2.1.2. technical data	insertion	2.1.2. Technical data <ul style="list-style-type: none"> <li>To indicate a coding system imbedded in this logotype as a way of ensuring there are no counterfeits.</li> </ul>	To reinforce the protection of logotype.
7	Selection criteria for the priority products to benefit from the issuance of the Regional Mark	Not applicable	(Ten criteria was proposed)	Seven criteria divided into two groups.	Facilitate the use of the criteria



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Appendix 5: Composition of the ECOCONF Subcommittees.

REPRESENTANTS / REPRESENTATIVES					SOUS-COMITES / SUBCOMMITTEES			
					LABORATOIRES /LABS	CERTIFICATION	INSPECTION	2ème Choix / Second choice
N°	PAYS / COUNTRY	NOM/ NAME	PRENOM(S) /SURNAME	Email	7	11	10	
1	Benin	Mama Sika	Yousseuf	yousseuf75@gmail.com		X	X	<i>Inspection</i>
2	Burkina Faso	Nyamba	Djakaridja	<a href="mailto:dnyamba@yahoo.fr">dnyamba@yahoo.fr</a>	X		X	<i>Inspection</i>
3	Cape Verde	Carlos	Tancredo	carlos.tancredo@mee.gov.cv	X		X	<i>Inspection</i>
4	Cote D'Ivoire	Kouassi	Assovie Olga P.	olgakouassi@bna-ci.com		X	X	<i>Inspection</i>
5	Gambia	Ndenn	Joseph	josephndenn@gmail.com		X		
6	Ghana	Gavor	Francis bullen	francis.bullengavor@sgs.com		X		
7	Guinea Bissau	D'Oliveira Robalo J.	Hermenegildo	giroj@hotmail.com	X		X	<i>Inspection</i>
8	Guinea Conakry	Mansare	Joseph Tamba	tamarism2016@gmail.com		X		
9	Liberia	Hena	John	johnhena86@yahoo.com	X			



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10	Mali	Diop	Amadou	amadoudiop86@yahoo.fr		X	X	Laboratoire
11	Niger	BAKO	ILLIASOU	bako142002@yahoo.fr		X		
12	Nigéria	BRAIMAH	O.U.	oshioneh@yahoo.com		X		<i>Inspection</i>
13	Senegal	Baro	Aboubacry	aboubaro2@gmail.com		X	X	
14	Sierra Leone	Kamara	Isatu Binta	isattu.binta@yahoo.com	X		X	<i>Inspection</i>
15	Togo	Kouassi	Kafui Codjo	kafui.kouassi@gmail.com				
16	Secteur Privé	Nanika	Sambigou	psknanika@gmail.com	X	X	X	
17		Tchinguilli	Aime de dieu	essolim@gmail.com/onondegito@gmail.com	X	X	X	



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Appendix 6: Selection criteria for the priority products

<b>A. CRITERIA IN TERMS OF CONSTRAINTS WHICH COUNTRIES MUST TAKE INTO ACCOUNT IN SENDING THEIR PRIORITY PRODUCT LISTS</b>	
1.	<i>Existence of regional standards or harmonized technical specifications</i>
2.	<i>Belonging to one of the priority areas of ECOWAS (agri-food, pharmaceutical, buildings and building materials and automobiles) and any other product with high economic and social impact</i>
3.	<i>Presence of accredited or competent laboratories to carry out the tests</i>
<b>B. CRITERIA FOR USE BY THE ECOCONFF<sup>1</sup> SECRETARIAT</b>	
4	<i>Product of large consumption by the populations of the region and with strong economic and social impact.</i>
5	<i>Product related to a regional health issues or raised at WAHO<sup>2</sup> or FAO<sup>3</sup> level and with a high safety impact</i>
6	<i>Product belonging to a value chain with regional added value or selected under the 11th EDF<sup>4</sup>.</i>
7	<i>Products of high demand for certification.</i>

<sup>1</sup>Grille de pondération : Elevé (3 points), Moyen (2 points), Faible (1 point)

Critère de décision : Un produit est sélectionné s'il obtient une note totale supérieure ou égale à 80% soit plus de 24 points.

<sup>2</sup>West African Health Organization

<sup>3</sup>United Nations for Food and Agriculture Organisation

<sup>4</sup>European Development Funds