

**CIGRE West African National Committee
Bylaws**

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Bylaws of the CIGRE West African National Committee

Preamble

Considering that the International Council of Large Electric Networks (CIGRE) is a worldwide organization located in France and founded in 1921 in the field of electricity;

Considering that the prime objective of CIGRE is to promote the exchange of knowledge and information in the field of generation, transmission and distribution of electrical energy among its members;

Considering that CIGRE plays an important role at the global level and is pivotal in the exchange of knowledge and skills in the electricity sector;

Considering that Article 16 of the CIGRE Statutes provides that members of CIGRE belonging to the same country, or to a group of neighboring geographic countries, may constitute a National Committee;

Considering that the West African Power Pool (WAPP) was established by Decision A / DEC.5 / 12/99 of the 22nd Summit of the Conference of Heads of State and Governments of ECOWAS, has a vision to integrate the operations of the national electricity grids into a unified regional market with a view to ensuring a reliable and cost-effective supply of regular electricity to the populations of ECOWAS member states in the medium and long term;

Considering that Resolution EEAOA / 220 / RES.29 / 04/17 taken at the Thirty-Fourth (34th) Meeting of the WAPP Executive Council on April 29, 2017, authorized the General Secretariat to put in place a CIGRE West Africa National Committee (CIGRE-WA);

Considering that in the framework of the establishment of the CIGRE-WA National Committee, the various working sessions for the development of its Statutes have made it possible to define the legal framework governing its creation and operation;

Whereas it was retained as follows:

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Article 1 – Formation and Designation

A National Committee is set up under the name, CIGRE West Africa, in abbreviated form CIGRE-WA in accordance with Article 16 of the statutes of CIGRE.

CIGRE-WA is an association incorporated under and governed by the laws of the Republic of Benin (where its head office is located). It is composed of WAPP member utilities, individuals, corporate bodies and other organizations or institutions in West Africa with a particular interest in the power sector.

Article 2 – Purpose and Scope of Activities

The purpose of the CIGRE-WA is to facilitate and promote the sharing of technical knowledge and information between power system experts, managers, companies and institutions in the following: Benin, Burkina Faso, Capo Verde, Côte d'Ivoire, Ghana, The Gambia, Guinea, Guinea-Bissau, Liberia, Mali, Niger, Nigeria, Senegal, Sierra Leone & Togo.

The Knowledge sharing is particularly concerned with the following:

- All sizes and types of power generation systems;
- The planning, construction and operation of substations, and their associated equipment;
- The planning, construction, insulation, operation, and protection of electrical lines of all voltage levels, both AC and DC, overhead and cables;
- The development and operation of power systems and interconnected systems, including system environmental and technical performance, electricity markets et regulation, distribution systems, distributed energy resources, materials and test techniques, information systems and telecommunications.

The CIGRE-WA achieves its objectives by all appropriate methods, notably as follows:

- It promotes participation and participates in the periodical conferences known as “Paris Sessions” as set in Article 16 of the CIGRE statutes;
- It promotes investigations of operational technical problems of all parts of the Western African power systems;
- It creates and maintains friendly relations between associations, administrations, engineers, teachers and manufacturers in the countries listed above in this Article and experienced in the subject matters set out in the Article;
- It collaborates with other international organizations of related interests;
- It encourages national and international studies and research;
- It ensures the financial resources necessary for its functioning, as set out in Article 15;
- It promotes young engineers and female participation in all its activities.

Article 3 – Head Office

The CIGRE-WA's head office shall be situated within the West African Power Pool Secretariat premises in Cotonou (Republic of Benin).



Article 4 – Duration

The duration of the CIGRE-WA is ninety-nine (99) years.

Article 5 – Membership and Membership Fees

5.1. Membership

The CIGRE-WA enlists its members from those who are interested in its objectives. It consists of three (3) groups of members, in accordance with the Article 4 of the Statutes of CIGRE:

5.1.1. Collective members:

Category I: Ordinary collective members

Category I (corporate entities) comprises of WAPP utilities, Administrative entities, scientific and technical organizations, research institutes, public and private companies of an industrial or commercial nature, government departments, etc. This category of members also includes Consulting Engineering Firms interested in work related to electrical networks.

Category II: Collective academic members.

Category II comprises of the Universities and educational institutions only.

Each collective member designates an official representative, preferably from the highest echelon of an engineering unit or a technical unit of the organization, who all CIGRE-WA correspondence is to be addressed to through the Head of the Institution. This official representative, or a substitute, exercises the voting rights.

5.1.2. Individual members:

Category I: Ordinary individual members;

Category I comprises of Engineers, business leaders, researchers, professors, etc. (personally and not transferable).

Category II: Young members;

Category II comprises of young Engineers under the age of 35. They enjoy the same benefits as ordinary individual members.

Category III: Student members.

Category III comprises of Student members: free membership, subject to the presentation of proof of student status each year.

Individual members are West Africa residents with a particular interest in engineering large power grids that are not eligible for collective membership and wish to be associated with the work of CIGRE-WA independently.

Employees of a collective member who wish to be separately listed on the WANC mailing list must become individual members.



In case of voting, the votes are weighted as follows:

- Each Individual member of Category I is entitled to a vote.
- Each Individual member of Category II is entitled to one-half (1/2) vote
- Each Collective Member of Category I is entitled to six (6) votes
- Each Collective Member of Category II is entitled to three (3) votes.

5.1.3. Honorary Members

Honorary members are individual members elected by the Board of Directors of CIGRE-WA in recognition of exceptional services rendered to CIGRE-WA. Elections are made every two (2) years with the approval of the CIGRE Board of Directors.

5.2. Membership fees

Collective and individual members will pay annual fees, which cover the period January 1st to December 31st, at rates to be approved by the General Assembly. Honorary members will pay no membership fee.

Young members benefit from a reduced contribution of 50% of the regular amount payable by individual members Category I, for a maximum of two (2) consecutive years.

Admission to CIGRE as an individual or collective member is agreed by the Secretary General of CIGRE on behalf of the Administrative Council. Any application for membership (or its renewal) and the associated membership fees must be forwarded through CIGRE-WA to the CIGRE Central Office.

Members must pay their membership fee within the first three months of the year period covered by this fee. If a fee remains unpaid after three months the membership will lapse.

The Secretary General, on behalf of the Administrative Council will be empowered to reinstate any member in that year period, on receipt of payment of arrears by the Central Office before mid-November of that year. This reinstatement will not give right to receiving hard copies of back issues of Electra.

A new member is admitted as soon as he/she has paid the annual membership fee. If a new member joins after 1st October, he/she is considered as a member throughout the period ending on 31st December of the following year.

Article 6: Benefits of Membership

The Management Committee of CIGRE-WA determines the benefits of membership which may include the following:

- Participate in all privileges of the global CIGRE membership, including participation at reduced rates in the biennial Session, Symposia and Colloquia, to be nominated and participate in global CIGRE Study Committees and Working Groups, and other privileges;
- Participate in the CIGRE-WA sessions to be organized in alternate years with the biennial CIGRE Session under conditions determined by the Management Committee, i.e. to present

papers and to take part in technical discussions and general events organized on these occasions;

- Participate in technical work organized by the CIGRE-WA Technical Council and especially to be appointed as a member of CIGRE-WA panels;
- Receive for free or at reduced rates all documents published by CIGRE, notably the periodical technical review “ELECTRA” which amongst other things gives information of activities of CIGRE;
- To apply to the Central Office of CIGRE for any information which the Central Office may be able to supply or obtain;
- To receive from the Central Office introduction to CIGRE members in all countries, and thus to obtain assistance;
- To receive the directory of individual and collective members of CIGRE, which includes top level experts in the electricity sector and the list of the largest electrical equipment manufacturers in the world;
- To benefit from exchange programs organized by CIGRE-WA;
- To submit to the CIGRE-WA Study Committees for analysis and proposal of solutions, the technical problems and phenomena related to the planning, operation and maintenance of electrical works.

Article 7: Governance and Structure

The CIGRE-WA National Committee governance structure consists of the General Assembly and the Management Committee.

Article 8: The General Assembly:

8.1. Ordinary Meetings

The General Assembly consists of all members of the CIGRE-WA. The General Assembly shall be called at least once in each calendar year, on a decision of the Management Committee, by the Secretary-General at least three months before the date fixed; the agenda shall be sent with the calling notice.

A General Assembly ordinary meeting may be called if necessary by the Management Committee at the written request of one-fourth (1/4) of the members.

The General Assembly:

- a) Receives the report of the Management Committee and that of the Auditors;
- b) Considers and approves, if agreed, the balance sheet and accounts of the CIGRE-WA;
- c) Elects the President and the Vice-President of the Management Committee in accordance with Article 10;
- d) Appoints for the ensuing accounting period the Auditors, who must not be members of the Management Committee, or officers or employees of the CIGRE-WA;
- e) Fixes the annual subscription fees of members.

- f) Considers and, if agreed, approves modifications of CIGRE-WA Statutes proposed by the Administrative Council;
- g) Approves the remuneration of the CIGRE-WA permanent staff;
- h) Nominates the representative of CIGRE-WA to the Board of Directors of CIGRE, and inform the Central Office.

All questions for the General Assembly shall be submitted through the Management Committee before the meeting.

The President of the CIGRE-WA shall preside over the General Assembly. In the absence of the President, the Vice-President shall preside over the meeting.

Except for amendments of the Statutes, decisions of the General Assembly are taken by a simple majority of the votes of those present or represented at the meeting, these being counted as set out below, no quorum being required. In the case of equal division of votes, the President has the casting vote. In the case of amendments of the Statutes, decisions will require two-thirds of the votes of those participating in the General Assembly.

Every member (honorary, collective or individual) may be represented at a General Assembly by any member of the CIGRE-WA, who will debate and vote in the represented member's name, by means of a written authorization to be submitted to the Secretary-General of the CIGRE-WA.

8.2. Extraordinary Meetings

An Extraordinary General Assembly may be called by the Secretary General, at the request of the Management Committee, or of at least one-third (1/3) of members where sixty percent (60%) are Collective members, at a minimum of three months' notice.

The agenda and any supporting papers must be sent out with a copy of the notice calling the meeting, at least two (2) weeks before the meeting starting day, and the discussion at the meeting shall be strictly confined to the agenda items for which proper notice has been given.

Article 9: The Management Committee:

9.1. Composition

The Management Committee consists of:

- a) President, elected by the General Assembly,
- b) Vice-President, elected by the General Assembly,
- c) Secretary General, recruited,
- d) Treasurer, recruited,
- e) Three (3) other Members (2 collective members and an (1) individual member, elected),
- f) President of Technical Committee, appointed,
- g) A representative of the Chairpersons of the Panels, appointed,
- h) WAPP Secretary General.

9.2. Duties

The main tasks of the Management Committee are:

- Recruitment of the Secretary General,
- Recruitment of the Treasurer,
- Elect the Technical Committee Chairperson,
- Propose changes of the Statutes to the General Assembly,
- To approve the Rules of Procedure of CIGRE-WA,
- To approve the work program and budget,
- To prepare the strategy for CIGRE-WA,
- To supervise the preparation of the General Assembly,
- Submit to the General Assembly the management report and accounts of the preceding financial period,
- Submit to the General Assembly the remuneration of CIGRE-WA permanent Staff,
- Designate honorable members of CIGRE-WA.

9.3. Meetings and Decisions

The Management Committee will meet at least twice a year.

A quorum shall be attained if half of the members are present at the meeting.

Decisions will be taken by a simple majority of the votes of members present. The President does not vote, but if the votes are equally divided, the President will decide on the action to be taken. Voting by proxy is not permitted. Only Regular Members can vote, in accordance with a weighting system, as defined in the "Rules of Procedure".

In certain circumstances, specified in the "Rules of Procedure", members of the Management Committee may be asked to vote by electronic voting (e-voting).

Members of the Management Committee will receive sitting allowances as defined in the "Rules of Procedure".

Article 10: President and Vice-President

The respective terms of office of the President and the Vice-President shall be two (2) years and may be renewed for another term.

The General Assembly shall elect from among its members, a President and a Vice-President who will be President and Vice-President of the WANC Management Committee. Except for the first election, the ballots are prepared by the Secretary General who informs members of the vacancies three (3) months before the end of their terms and receives the candidacies for the Presidency and Vice-Presidency. If there are no registered candidates as at the day of the session, spontaneous or nominated candidates may be received. Voting shall be by secret, and written ballot of all candidates according to the weighting rules defined in article 5 above.



Each General Assembly member can check one candidate's name on the ballot. If a candidate receives more than 50%, that candidate shall become President. If no candidate receives more than 50% of the ballots cast, the two candidates with the most votes are put to a second secret, and written ballot in the same meeting, and the candidate with more votes becomes President.

The election of the Vice-President follows the same process as the election of the President.

The President will preside over meetings of the General Assembly, the WANC Management Committee, and also of any Extraordinary General Assembly.

In the case of death, incapacity or resignation of the President or the Vice-President, the General Assembly shall within sixty (60) days proceed to the election of a successor, if necessary by electronic voting (e-voting).

In the absence of the President, the Vice-President shall act in his stead.

Article 11: Secretary General

The Management Committee shall recruit a Secretary General originating from the countries listed in the article 2 of these Statutes for a three (3) year term renewable once He shall have his office in the headquarters of the WANC and be responsible for:

- a) Administration of CIGRE-WA finances in accordance with approved budgets and delegated authorities and achievement of the objectives;
- b) submission of financial statements to the Management Committee, and General Assembly, after auditing by the Statutory Auditor and formal review by the Treasurer if so required;
- c) Preparation of budgets and financing plan, firstly for formal review by the Treasurer, and then for submission to the Management Committee;
- d) Carrying out the processes for the election of officers as required by the "Rules of Procedure";
- e) Liaison with CIGRE Central Office, other National Committees and with members of the countries;
- f) Assistance to the activities of the Study Committees;
- g) Organisational and operational aspects of liaison with other International Organisations, in accordance with the policy of CIGRE;
- h) Preparations for the meetings of the Management Committee, and the General Assembly; drawing up of the relevant Minutes; contribution to preparation of the Technical Committee meetings;
- i) Relations with the media according to the policy of CIGRE;
- j) Organisation of the Sessions and of Symposia, and especially the collection and distribution of the papers and the publication of the Proceedings;
- k) Submitting reports as required by the Management Committee and the General Assembly;
- l) The day-to-day administration of CIGRE-WA with the help of staff placed under his authority.

The Secretary General will attend meetings of the Management Committee and the Technical Committee, but without voting rights.

The Secretary General reports to the President.

Article 12 Treasurer

The Management Committee will recruit a Treasurer originating from the countries listed in the article 2 of these Statutes. The term of office is four (4) years, renewable once.

The Treasurer is appointed to give special attention to the financial policy of CIGRE-WA. He/she will implement the general financial directives for CIGRE and have a general oversight of financial performance with particular responsibility for future planning. The Treasurer will formally review the accounts and budgets prior to their submission by the Secretary General to the Management Committee.

Article 13: Technical Committee

13.1. Appointment and Nomination

The Technical Committee is appointed by the Management Committee.

The Chairperson of the Technical Committee will be elected by the Management Committee for a two-year term, renewable once.

13.2. Membership

The Technical Committee consists of:

- a) The Chairperson of the Technical Committee;
 - b) The Chairpersons of the Panels;
 - c) The Secretary General of CIGRE-WA or his representative without voting right;
- The Secretary of the Technical Committee is designated by his peers from the Chairpersons of the Panel of Experts.

13.3. Meetings and Decision Process

The Technical Committee meets at least twice a year.

In the unavoidable absence of a Panel Chairperson at a Technical Committee meeting, a regular member or the Secretary of the Panel will be accepted as a substitute.

A Technical Committee meeting is quorate if half of its members are attending the meeting.

In case of voting, every Technical Committee member has an equally weighted voting right.

Decisions are taken with a majority of 2/3 of the present members, the Technical Committee Chairperson having a casting vote.

13.4. Reporting

The Chairperson of the Technical Committee as a member of the Management Committee, will report and consult with the Management Committee on the Technical Committee activities.

13.5. Duties

The main duties of the Technical Committee are:

- a) Coordinating the participation of CIGRE-WA in CIGRE activities (Study Committees, Interventions, Sessions, etc.)
- b) Drawing up the Technical Committee's Strategic Plan which will serve as a basis for definition of the Panel's fields of activity;
- c) Selecting the presentations/technical papers for CIGRE sessions based on proposals made by the members of the Panels of Experts;
- d) Proposing to the Management Committee, the disbanding of a Panel, or the creation of a new Panel;
- e) Developing the preferential subjects and topics for the conferences and events organized by CIGRE-WA;
- f) Keeping under review the work of the Panels and of the discussion meetings during the conferences and events organized by CIGRE-WA;
- g) Acquainting itself with particular technical issues of members and ensure that these are adequately addressed;
- h) Proposing members of Study Committees (Panels) and members of Working Groups of CIGRE, in response to the requests of the Central Office.

Article 14: Panels of Experts

The CIGRE-WA Panels of Experts are responsible for the study of all relevant aspects of electric power systems within their scope and for the organization of their discussion meetings during the CIGRE-WA Sessions. They are also in charge of preparing the participation of CIGRE-WA Experts in the CIGRE Study Committee meetings.

The CIGRE-WA Panels of Experts must be composed of only members of CIGRE-WA, appointed by the Technical Committee.

The Panel of Experts' chairpersons are appointed by the Technical Committee for a term specified in the respective panel terms of reference.

Article 15– Financial and Accounting Provisions

15.1. Resources of CIGRE-WA

CIGRE-WA will derive its income from members' annual membership fees, from the proceeds of the conferences and events organized by CIGRE-WA, the sale of its publications, grant, donations and will.

Annual Membership fees are due 1st January of each fiscal year.



15.2. Fees

On the proposal of the Management Committee, the General Assembly shall determine and revise the fees payable by the members to enable CIGRE-WA to pay the annual membership fees to the CIGRE and to incur other necessary expenses for its operations.

15.3. Resource Management

The funds of CIGRE-WA will be managed by the Secretary General under the supervision of the Management Committee in compliance with the “Rules of Procedure”.

15.4. Financial Year

The financial year will cover the period from 1st January to 31st December of each year. The accounts for the financial period, after verification by the Statutory Auditor, will be submitted to the General Assembly for approval, as provided for in Article 8.

15.5. Accounting Officer

The Secretary General of CIGRE-WA is the accounting officer and for this reason keeps the books of income and expenditure.

Article 16 - Languages

The official languages for all meetings and publications of the CIGRE-WA shall be English, and French.

Article 17 – Rules of Procedure

Rules of procedures are prepared by the Management Committee and approved by the General Assembly of CIGRE-WA. These Rules of Procedures are intended to specify and/or complete the various points not provided for in these By-laws.

Article 18 – Internal Regulations

Internal Rules shall be prepared by the Management Committee and approved by the General Assembly of CIGRE-WA. They may be amended or supplemented by the Management Committee where necessary.

Article 19 – Amendment of bylaws

Any request for the amendment of the Bylaws in this document must be submitted to the Management Committee which alone can present it to the General Assembly. Adoption of any amendments of the Bylaws shall receive no less than two thirds of the votes cast in the meeting.

Article 20 – Governing law

These Bylaws shall be governed and interpreted by reference to the provisions of the laws of Benin (place of its headquarter). When these provisions are silent or unclear the principles of equity shall apply.



Article 21 – Dispute Resolution

Any dispute concerning the interpretation or implementation of these Bylaws which occurs must first be attempted to be resolved by amicable arrangement.

Failing amicable settlement, within a period of three months from the date on which one Party was notified of the dispute by the other Party, either party may refer the dispute to arbitration. The arbitration shall be conducted in French or English and shall be held at the closest Arbitration Court to CIGRE-WA’s headquarters.

All disputes arising from these Bylaws shall be finally settled under the Arbitration Rules of the United Nations Commission on International Trade Law (UNCITRAL) in force at the time of the dispute.

The Parties to a dispute hereby disclaim all rights to claim any immunity from jurisdiction or from execution to which they might be entitled.

Article 22 – Entry into force

These Bylaws enter into force on the date of its signature by the members of the CIGRE-WA during an inaugural meeting of the General Assembly.

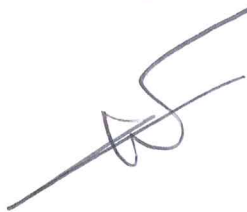
Article 23 – Interpretation

In case of the divergent interpretation of the English and French versions of the present Statutes, the French version will take precedence.

Signed on this day, the Day of 2019, in Abuja.

Le Directeur Général

Le Directeur Général



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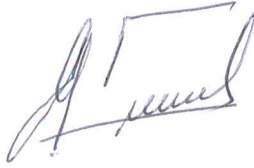
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Société Béninoise d’Energie Electrique (SBEE)

Compagnie Energie Electrique du Togo (CEET)

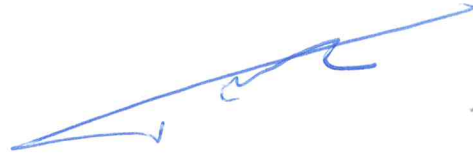
Le Directeur Général

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Compagnie Ivoirienne d'Electricité (CIE)

Le Directeur Général



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Côte d'Ivoire Energies (CI-ENERGIES)

Le Directeur Général

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Contour Global

Le Directeur Général

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Empressa Publica de Electricidade e Agua de Guine-Bissau (EAGB)

Le Directeur Général



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Electricité de Guinée (EDG)


Le Directeur Général

1/PO




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Energie du Mali (EDM-SA)

Le Directeur Général

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Société Nigérienne d'Electricité (NIGELEC)

Le Directeur Général

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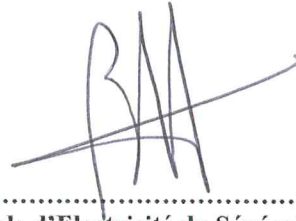
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Office National de l'Electricité et de l'Eau Potable
(ONEE)

Le Directeur Général



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Société de Gestion de l'Energie du Manantali (SOGEM)

Le Directeur Général



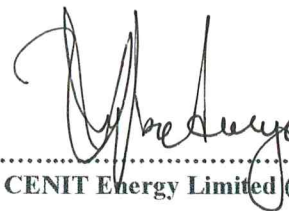
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Société Nationale d'Electricité du Sénégal (Senelec)

Le Directeur Général



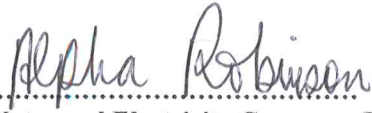
.....
Société Nationale d'Electricité du Burkina (SONALBEL)

The Chief Executive Officer



.....
CENT Energy Limited (CEL)

The Managing Director



.....
National Water and Electricity Company (NAWEC)

The Chief Executive Officer

.....

CENPOWER

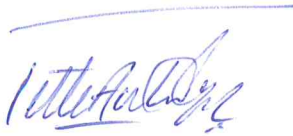
The Chief Executive Officer

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Liberia Electricity Corporation (LEC)

The Chief Executive

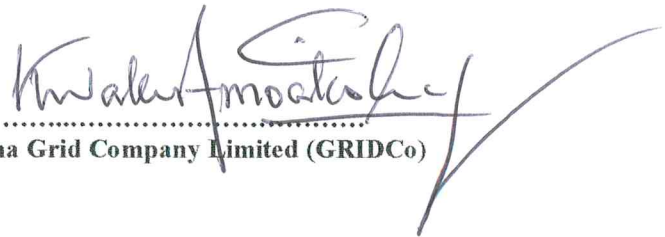
.....
Volta River Authority (VRA)

The Managing Director



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Electric Company of Ghana (ECG)

The Chief Executive



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Ghana Grid Company Limited (GRIDCo)

The Managing Director

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GTG Energy Limited

The Managing Director

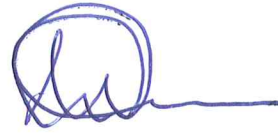
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GTS Engineering Services

The Counterpart Director General



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Electricity Distribution and Supply Authority (EDSA)

The Managing Director and CEO

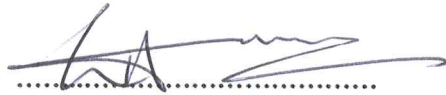


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Transmission Company of Nigeria (TCN)

The Regional Coordinator West Africa

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KARPOWERSHIP

The Managing Director / CEO



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Mainstream Energy Solutions (MAINSTREAM)

The Managing Director / CEO

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NBET

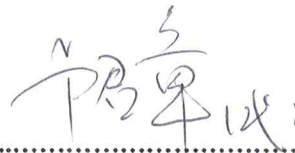
The Managing Director

.....
**Northern Electricity Distribution Company Ltd
(NEDCO)**

The Country Manager

.....
AKSA Energy Company Ghana Ltd.

The Chairman


.....
Sunon Asogli (Power) Ltd

The Executive Vice Chairman/CEO

.....
North South Power Company Limited

The Group Chairman

.....
Pacific Energy Company Limited

The Chairman


.....
Sahara Power Group Limited

The Managing Director

.....
**Paras Energy & Natural Resources Development
Limited**


CEB


The Chief Executive Officer


.....
SAPELE Power PLC (SPP)


**Le Directeur Adjoint des Ventes,
Afrique de l'Ouest et du Centre**

.....
APR Energy LLC

**The Managing Director/
Chief Executive Officer**


.....
Transcorp Power Limited

The Chief Executive Officer


.....
Cummins Power Generation (Nigeria) Limited