

**GIFT-MENA NETWORK
FIFTH STEERING COMMITTEE
MEETING**

Minutes of Meeting

February 2015

GIFT-MENA Fifth Steering Committee Meeting

Marrakech, 12th February 2015
Venue: Ryad Mogador Agdal Hotel

DATE AND VENUE

The GIFT-MENA fifth steering committee meeting was held back-to-back with the Sixth Annual Conference, at the Ryad Mogador Agdal Hotel in Marrakech, on Thursday 12th February 2015, from 1PM until 2PM.

ATTENDEES

The meeting was attended by the steering committee members elected on the occasion of the Annual Meeting Network on Tuesday February 10, 2015 (by alphabetical order).

1. Mr. Al Moatasim Bellah AHMAD, Bahrein Institute of Public Administration
2. Mr. Mohamad Sameh BEDAIR, National Management Institute, Egypt
3. Ms. Lamia MOUBAYED BISSAT, Institut des Finances Basil Fuleihan, Lebanon – Secretariat of the Network
4. Ms. Asma KHAYYAT, Ministry of Finance, Palestine
5. Mr. Ahmad LAAMOUNRI, Ministry of Civil Service and Administrative Modernization, Morocco

Associate members that participated to the meeting are (by alphabetical order):

6. Ms. Mariam ALJAIAN, Arab Planning Institute in Kuwait
7. Mr. Karim DARWISH, Arab Planning Institute in Kuwait
8. Ms. Atsuko OKUDA, ESCWA
9. Mr. Philippe LAFOSSE, Expertise France
10. Mr. Issam TALEB, Ministry of Decentralization and Civil Service, France

The meeting was also attended by:

11. Ms. Rola DARWISH and Ms. Basma ABDUL KHALEK, from the Institut des Finances Basil Fuleihan – Secretariat of the Network.
12. Mr. Abdelkrime FATHALLAH and Mr. Samir BOUGGAR from the Ministry of Civil Service and Administrative Modernization in Morocco.

FACILITATOR

The meeting was facilitated by Ms. Sabine Hatem, Secretary of the Network

MINUTES OF MEETING

Topics discussed during the meeting were based on the agenda proposed by the GIFT-MENA Secretariat (Appendix 1: Preliminary Agenda).

A. Welcome of Committee's newly elected members

The Secretariat welcomed newly elected members of the Steering Committee: the Ministry of Civil Service and Administrative Modernization of Morocco, and the National Management Institute of Egypt; and debriefed them of their role and responsibilities as members of the SC.

B. Evaluation of network meeting and conference

Members of the Steering Committee commended the quality of the meeting and conference organization and expressed their deep gratitude to the Moroccan Ministry of Civil Service and Administrative Modernization for the generous hosting. They acclaimed the friendly environment, prone to the creation of exchange and collaboration activities, as well as the professional content of the presentations and discussions.

They also reiterated their sincere appreciation and recognition for the continuous support provided by the French Government to the GIFT-MENA network, and highlighted the outstanding participation of new training institutions from the region, as well as the substantive support provided by regional and international organizations, which turned the event into a real success.

C. Approval of new requests for membership

The requests were treated on a case by case basis with reference to the Network's official convention and bylaws. The following decisions were taken:

Approved requests and justification:

- **The Academy for Financial and Economic Studies in Sudan:** Governmental body responsible of training, affiliated to the Ministry of Economy and Finance in Sudan
- **The Finance and Accounting Training Institute in Iraq:** Training institution affiliated to the Ministry of Finance in Iraq
- **The National Institute of Public Administration in Djibouti:** Civil service training institution affiliated to the Ministry of Labor in Djibouti
- **The Institute of Public Administration in Oman:** Civil service training institution
- **Institut d'Economie Douanière et Fiscale Algero-Tunisien in Algeria:** Regional training institution
- **The National Council For Training in Sudan:** Ministerial body affiliated to the Ministry of Human Resources Development
- **The Ministry of Planning and Administrative Reform in Egypt:** Government body responsible for the modernization of public administration in Egypt
- **The Ministry of Economic Affairs in Mauritania**

Approval letters will be sent accordingly by the Secretariat.

D. Institutional Development

- SC members discussed the need to review and further develop the network's convention and bylaws, its legal and institutional framework as well as internal procedures to strengthen its governance framework and support its institutional development.
- It was agreed that the Secretariat will communicate to members of the Steering Committee the Networks' Bylaws and Convention for review. SC members will be asked to provide their feedback and suggestions for amendments during a period of two months, as well as a roadmap for activities for the next 2 years.

A Steering Committee meeting will be scheduled, prior to the next Annual Meeting and Conference, to discuss and validate the proposed amendments that will be subsequently submitted to the GIFT-MENA General Assembly for final validation.

E. Collaboration and Support by Partner Organizations

- The Secretariat briefed SC members of the various collaboration perspectives discussed with regional and international partner organizations:
 - With the **OECD-SIGMA**: A strategic review and institutional development plan to be conducted by external experts is being discussed on the occasion of the Network's 10th Anniversary
 - With the **UN Office for South-South Cooperation**: Three propositions for collaboration were made by the UNOSSC:
 - Documenting of up to 10 solutions in linking with the Online Mapping Portal on South-South Cooperation Mechanisms and Solutions in the Arab States
 - Participation of GIFT-MENA members in the upcoming initiative on South-South Cooperation and Inter-Regional Exchanges across Arab States and Europe & CIS regions in Fighting Against Corruption
 - Regional Study on the value added of South-South Cooperation in the Arab States Region in the field of Public Administration and Civil Service ReformFurther details will be shared by the Secretariat with SC members for discussion once potential implementation arrangements are clearer.
 - With the **IASIA** that has suggested signing a MOU between IASIA and GIFT-MENA and to provide technical assistance for the strategic review of the network
- The **French Government, represented by the Ministry of Decentralization and Civil Service and Expertise France**, reiterated their commitment to the network and offered to further support in the form of:
 - Technical assistance / Experts' advice and contribution
 - The hosting of joint events in France
- The **ESCWA** proposed to announce GIFT-MENA activities on its website to encourage the participation of member countries and to sponsor the participation of officials from a number of conflict and post-conflict countries such as Palestine, Sudan, and Yemen.

F. Preparation of the 2016 Annual Meeting and Conference

- The Committee in charge of organizing the Seventh Annual Conference, to be held in Beirut in 2016, on the occasion of the 10th Anniversary of the Network, is composed of:
 - The Institut des Finances Basil Fuleihan - Secretariat of the Network
 - The Ministry of Civil Service and State Modernization - Morocco
 - The Ministry of Finance - Palestine
 - The Arab Planning Institute – Kuwait
 - The National Management Institute – Egypt
 - The Ministry of Decentralization and Civil Service - France
 - Expertise France
 - ESCWA
- It was proposed to publish on this occasion a position paper on “GIFT-MENA: 10 years in review”. The paper would be prepared by an external expert or a committee of experts. The network could also tap on the technical contribution of the IASIA.
- On the occasion of the Network Meeting, members also suggested to conduct a study on “Training in the Public Sector in MENA”. A sub-committee composed of BIPA, the ENA Morocco, the Sudan Academy for Administrative Sciences, the Central Agency for Organization and Administration of Egypt and Expertise France was formed to follow-up on this activity.
- The National Management Institute of Egypt offered its technical support to the development/update of the GIFT-MENA website.

• **Decisions and Next Steps:**

Decisions and next step	Deadline
The Secretariat to send the Minutes of Meeting, the proposed action plan for 2015-2016 and the Convention and Bylaws for review to SC members	25/2/2015
SC members to provide the Secretariat with their feedback and propositions for amendments on action plan and Convention and Bylaws	27/4/2015
Acceptance letters to be sent to new members	20/2/2015
Follow-up meeting to be held with the UNOSSC and details of potential collaboration activities to be shared with SC members	Mid-March

APPENDIX 1: AGENDA OF MEETING

13:00 – 14:30

The meeting is moderated by the GIFT-MENA Secretariat

Issues to be discussed:

1. **Welcome newly elected committee** and debriefing on the committee's role and responsibilities (5 minutes)
2. **Evaluation of network meeting and conference** and qualitative and quantitative participation (10 minutes)
3. **New requests for membership** to be approved/declined (10 minutes)
4. **Financial sustainability** (30 min)
 - Discuss the network's financial autonomy and agree on a resource mobilization strategy/actions
 - French contribution to the network
 - Resource mobilization initiatives led by the Secretariat and proposals drafted by the Secretariat to be submitted to AFESD and the OECD
5. **The Way Forward** (45 min)
 - Review the work plan and agree on main activities and host countries for the Annual Meetings and Conferences 2016 and 2017;
 - Identify the coordinator in charge of following up on resource mobilization
 - Identify the coordinator in charge of following up on the gathering and analysis of data for the analytical study on the status of training in the public sector in the MENA Region
 - Identify the coordinator in charge of collecting information to be shared with network members on the GIFT MENA website (conferences, events, workshops, publications, good practices. Etc...)
 - Identify the sub-committee members in charge of the preparation of the upcoming network conference in 2016
 - Propose dates for following up with the sub committees (skype meetings)

APPENDIX 2: GIFT-MENA UPCOMING ACTIVITIES 2015-2016

Activity	Proposed Date	Host country
<i>Network's Activities</i>		
GIFT-MENA database (synopsis)	2015	BIPA-Bahrain
Mapping of public sector training in the MENA region (in GIFT-MENA member countries and institutions)	2015	Academy for Administrative Sciences Sudan
Training of trainers	April 2015	GPC - Palestine
Workshop – Certification in Public Accounting	2015	PFTC - Jordan
Certified Course in Public Procurement	Q2-2015	ENF - Tunisia
Training program on IT tools and training engineering	TBD	Sudan
Regional training program on HR development	2015	TBD
Mapping and documentation of successful practices	2015	UNOSSC
Learning Link	Q4-2015	ITC-ILO - Italy
<i>Conferences and Networking Activities</i>		
Conference of the Mediterranean Forum of Public Service: « La formation : levier du développement »	2-3 June 2015	Tunis
IASIA and CNFPT Conference on “Alternative Service Delivery Arrangements”	6-10 July 2015	Paris
The 2 nd MENAPAR Conference	6-9 October 2015	Tunis
GIFT-MENA 10 Years Conference	2016	Lebanon
EUROMENA Dialogue	2016	Oman
Conference on Open Government	TBD	Morocco with ESCWA and OECD