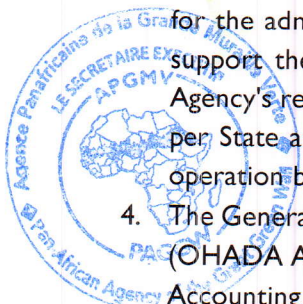




Notice for Expression of interest for the selection of a Consultant for the revision of the administrative, financial and accounting procedures manual of the Pan African Agency of the Great Green Wall

1. Established under the aegis of the African Union and the Community of Sahelo-Saharan States (CEN-SAD), through a Convention signed in N'Djamena, Chad, on 17 June 2010 by the Heads of State and Government of Member States, The Pan African Agency of the Great Green Wall (PAGGW) is an inter-State institution with an international legal status comprising eleven (11) Member States, which are: Burkina Faso, Djibouti, Eritrea, Ethiopia, Mauritania, Mali, Niger, Nigeria, Senegal, Sudan and Chad. This Convention creating the PAGGW is ratified to date by nine (09) of the eleven (11) Member States and registered within the United Nations since 29 May 2016 in New York under registration certificate No LA-41-TR / 26082014 / I-52372 under the International Agreement. Accession to this Convention shall be open to the other Sahelo-Saharan States by approval of the Assembly of Heads of State and Government, in accordance with Article 16 of the Convention.
2. The Pan-African Green Wall Agency is responsible for the implementation of the Great Green Wall Initiative (IGGW) in relation to African States and regional institutions and specifically for planning, coordination, monitoring and evaluation of Programs and Projects and mobilization of necessary resources. It is managed at the level of each of the Member States in accordance with Article 5 of the Convention by a National Structure dedicated to the Great Green Wall and responsible for its implementation at national level. The second phase 2016-2020, of its Global Harmonized Strategy is in line of the vision of a transformation of the Sahelian arid lands through establishment of Rural Poles of Economic Emergence that can accelerate the socio-economic development of these Lands by a implementation set of Priority Programs of flagship Actions and Structuring Regional Programs / Projects.
3. The Governance of the Agency shall be based on four (04) statutory bodies: (i) the Assembly of Heads of State and Government meeting in ordinary session every two (02) years, the Council of Ministers In Ordinary Session once a year, (3) the Executive Secretariat responsible for the administration of the Agency and (4) the Technical Committee of Experts set up to support the Executive Secretariat mainly in the preparation of the statutory sessions. The Agency's resources come mainly from statutory contributions of fifty (50) million per year and per State and voluntary contributions from Member States. They are primarily intended for operation by covering capital expenditure and ordinary expenses.
4. The General Accounting of the Agency kept in accordance with the rules of the SYSCOHADA (OHADA Accounting System) shall be based on the provisions of the Agency's Administrative, Accounting and Financial Procedures Manual prepared in 2011.
5. The Pan African Green Wall Agency intends to mobilize its own funds to make payments under the following contract: **"REVISION OF THE MANUAL OF**



ADMINISTRATIVE, FINANCIAL AND ACCOUNTING PROCEDURES OF THE PAN AFRICAN AGENCY OF THE GREAT GREEN WALL. »

6. Services mainly include:

- The state of play of the implementation of the current procedures manual;
- An inventory of the various changes made in the last 6 years of implementation (2011-2016) of the current procedures manual;
- The proposal of different axes of revision;
- Revised and updated procedures manual.

The final document should:

- Describe the administrative, technical, financial and accounting organization;
- Describe job descriptions for all staff;
- Define procedures for evaluating staff against their job descriptions and terms of reference;
- Provide the normative framework for the implementation of the tasks assigned to the Agency in accordance with the generally accepted principles of management and financing agreements of which it is a party;
- Describe the expenditure procedures under the conditions ensuring effective internal control, formalizing the controls to be carried out and those responsible for them at each stage of the document circuit;
- Describe the procedures to be implemented by all actors (technical, accounting and administrative staff) as well as the tasks incumbent on them;
- Proposing annual evaluation procedures for the Agency in the light of its Coordination and monitoring mission in the phase of effective operationalization of the 2016-2020 strategy.

The Agency invites Consultants to express their interest in providing the services described above.

Interested Consultants must provide information indicating that they are qualified to perform the services (brochures, references for the performance of similar contracts, experience under similar conditions, availability of necessary knowledge among staff, etc.).

The Consultant will present the intervention team and their CVs, highlighting their skills and references in relation to review missions to procedural manuals in similar international institutions.

Expressions of interest must be submitted by e-mail with the mention **"REVISION OF THE MANUAL OF ADMINISTRATIVE, FINANCIAL AND ACCOUNTING PROCEDURES OF THE PAN-AFRICAN AGENCY OF THE GREAT GREEN WALL"** at the latest on **Friday 24 February 2017 at 10 am** at the addresses below: Email: daf.apgmv@grandemurailleverte.org and ase.apgmv@grandemurailleverte.org

NB. The short-listed consultants will be placed on the shortlist and will receive the Terms of Reference for the revision mission of the Agency's Procedures Manual for the preparation of their technical and financial proposal.

