



**OBSERVATORY OF AFRICAN PUBLIC FUNCTIONS**

11th Conference of Ministers Responsible for the Public Service of the  
Member States of the Observatory of African Public Functions (OFPA)  
Cotonou (BENIN) from 14 to 18 November 2018

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## **Temporary work programs**

**October 2018**

# Draft work program of the Experts

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## **Wednesday, November 14, 2018**

08h30 - 09h00 : Installation of delegations

09h00 - 09h30 : **Opening of work by the MTFP**

09h30 - 10h00 : Coffee break

10h00- 13h00 : Plenary work

- Setting up the meeting bureau
- Adoption of the work program
- Presentation and analysis of the activity and financial reports of the Executive Secretary

13h00 - 14h00 : Lunch break

14h00 - 16h30 : Continuation of work

16h30 - 16h45 : Coffee break

16h45- 18h00 : Continuation of work

18h00 : **Suspension**

## **Thursday, November 15, 2018**

09h00 : **Resumption of work** (Review of SE projects)

09h00 - 11h00 : Continuation of work

11h00 - 11h30 : Coffee break

11h30 - 13h30 : Continuation of work

13h30 - 14h30 : Lunch break

14h30 - 16h30 : Continuation of work (Review of Replay Proposals)

16h30 - 16h45 : Coffee break

16h45- 18h00 : Continuation of work

18h00 : **Suspension**

**Friday, November 16, 2018**

09h00 : **Resumption of work**

09h00 - 11h00 : Continuation of work

11h00 - 11h15 : Coffee break

11h15 - 13h30 : **Adoption of the Experts' report**

13h30 : **End of the works**

# **Draft work of the 11th Conference of Ministers**

## **Saturday, November 17, 2018**

10h00- 11h00 : **Opening ceremony** chaired by a very high Beninese personality

- Welcome address by the Minister of Benin
- Address by the Chairman-in-Office (Chad)
- Messages of Honor Guests where appropriate
- Opening speech of the very high Beninese personality

11h00 - 11h30 : Suspension

11h30 - 11h45 : Beginning of the work and constitution of the Presidium

11h45- 13h00 : **1st Plenary Session**

- Address of the Executive Secretary
- Presentation and examination of the Experts' report

13h00 - 14h00 : Lunch break

14h00 : Resumption of work

14h00- 16h00 : Continuation of work

16h00 - 16h15 : Coffee break

16h15 - 18h00 : Closed doors of Ministers

18h00 : Suspension

## **Sunday, November 18, 2018**

10h00 - 13h00 : **2nd Plenary Session**

- Exchanges and recommendations
- Adoption of the proceedings of the Conference

13h00 - 14h00 : Lunch break

14h00 : Suspension

16h00 -17h00 : **Closing Ceremony of the 11th Conference of Ministers** under the presidency of the very high Beninese personality

- Reading of the Final Communiqué, Resolutions and Motions
- Closing speech

17h00 : **End of the ceremony**