

RÉPUBLIQUE DU CAMEROUN

Paix - Travail – Patrie

MINISTÈRE DES MINES, DE L'INDUSTRIE
ET DU DÉVELOPPEMENT TECHNOLOGIQUE

REPUBLIC OF CAMEROON

Peace - Work – Fatherland

MINISTRY OF MINES, INDUSTRY AND
TECHNOLOGICAL DEVELOPMENT

**ANNUAL CONFERENCE OF
CENTRAL AND DEVOLVED
SERVICES EXTENDED TO
AFFILIATED BODIES**

TERMS OF REFERENCE

**16th to 17th January 2020
Yaoundé Conference Centre**

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I. BACKGROUND AND RATIONALE

The Annual Conference of Central and Devolved Services is an annual gathering of MINMIDT's officials and its affiliated bodies. It usually takes place at the beginning of the year. This year, it is geared towards three main articulations:

1. **The thematic conference:** it is a reflection on the main theme which generally has to do with a topical issue relating to MINMIDT's missions;
2. **The internal dialogue:** the aim is to present and discuss with participants on:
 - a. the review of the activities of the previous year in order to make a self-assessment;
 - b. the outlooks for the year that begins that will result to a road map in the form of a circular letter from the Minister.

3. The New Year wishes to the Minister and the Secretary of State

In order to determine the main theme of the 2019 annual conference, priority was given competitiveness in the industrial sector.

Indeed, in his inaugural address on 6 November 2018, the President of the Republic, Head of State, H. E Paul BIYA said: "... *There can be no modern economy without an efficient industrial sector...* ".

The performance of the Cameroonian industry so dear to the President of the Republic is now crucial at a time when Economic Partnership Agreements (EPAs) with the European Union, and the coming of the African Continental Free Trade Area (AECFTA), constitute both an opportunity and a threat to Cameroonian industrial enterprises, which ought to be well prepared to face foreign competition.

MINMIDT is thereby challenged as are all structures under its tutelage.

It is in this vein that the main theme of the conference is: "**Cameroon Industry Faced with the Challenges and Stakes of Competitiveness within a Context of Free Trade**"

To address this issue, two main themes have been proposed: the role of quality infrastructure and the contribution of technology. Hence the following two sub-themes:

1. The role of quality infrastructure in industrial competitiveness;
2. The stakes of technology watch and transfer for the domestic industry.

The section on the review of activities will focus on the assessment of activities carried out in 2019. Part three will focus on the outlooks and the development of the road map that the Minister will assign to each official.

The work will take place on 16 January 2020 at the Yaoundé Conference Centre.

II. OBJECTIVES

1. Overall objective

To facilitate ownership of the central role that MINMIDT and its affiliated bodies have to play in improving the competitiveness of industrial companies through the use of quality infrastructure and technologies.

2. Specific objectives

Specifically, it will be all about:

- presenting the competitiveness constraints of free trade areas;
- assessing the Ministry's performance during the financial year 2019;
- taking stock of the implementation of quality infrastructure in Cameroon and proposing measures for improvement;
- defining collaboration mechanisms in the field between the representatives of the different administrations involved in the implementation of quality infrastructure;
- presenting the importance and impact of industrial technology watch activities;
- outlining the challenges of technology watch and transfer for the local industry.

III. EXPECTED RESULTS

- A compendium of recommendations and actions to be taken in order to address the challenges and stakes of industrial competitiveness in the context of free trade
- A synthesis of MINMIDT's performance assessment in 2019 and an analysis of discrepancies;
- A road map of major activities to be carried out in 2020, including targets and performance indicators.

IV. METHODOLOGY

1. Date and venue

The conference will take place on January 16, 2020 at the Yaoundé Conference Centre. The Closing Ceremony will be paired with the presentation ceremony of New Year wishes to the Minister and the Secretary of State.

2. Work Method

The work will be done in two main phases: the thematic conference and the internal dialogue.

The thematic conference will be chaired by a moderator and a panel of experts. There will be 3 presentations of 15-minutes each which will be followed by discussions.

The introductory presentation will unfold the concept of Free Trade Areas and its challenges, stakes and problems. The second presentation will focus on the Role of Quality Infrastructure and the third on the Contribution of Technology. A fourth presentation on governance will eventually be made. These presentations shall be consistent with the core theme.

At the end of the presentations and during a period of one hour, there will be discussions under the moderation of the Secretary General.

The internal dialogue will consist of two steps. A review of the activities in 2019, presented by the Secretary-General, after which discussions will be held with the **Regional Delegates** for a critical self-evaluation.

Finally, emphasis will be laid on the outlooks for 2020 which will include selecting the major activities of the Administration Performance Project (APP) to be carried out by the Ministry and engaging with all participants in order to agree on a roadmap that will result in a circular letter from the Minister.

V. PARTICIPANTS

The Annual Conference concerns:

- All staff of the Central Services;
- Directors-General of affiliated bodies and their staff;
- Regional, and Divisional Delegates, Regional chiefs of Brigade, and Regional chiefs of Service;
- Some special guests according to their skills with regard to the topics covered.

Estimated number of participants: **500 people.**

VI. DRAFT PROGRAM OF THE CONFERENCE

THURSDAY, 16th JANUARY 2020

<u>TIME</u>	<u>ACTIVITIES</u>	
08:00:	Set up, arrival and registration of participants	
09:15:	Arrival of the Secretary General	
09:30:	Arrival of the Minister and Secretary of State	
	Welcome by the Secretary General	
OPENING CEREMONY		
10h00 :	Beginning of the Ceremony	
	Execution of the National Anthem	
	Minister's opening speech	
	Family photo	
	Press interview	
	Coffee break	
11h10 :	CONTINUED WORK: PRESENTATIONS AND DISCUSSIONS	
	TITLE	PLAYERS
11h10-11h15 :	Presentation of the program of the day and practical modalities	Technical Secretariat General Rapporteur
11h15-14h00	THEMATIC CONFERENCE	
11h20- 11h35 :	Introductory presentation: "Free trade: Challenges and Stakes"	<u>Speaker:</u> Mr. Samuel YEMENE
11h40-12h00 :	Sub-theme 1: "The role of quality infrastructure in industrial competitiveness"	<u>Speaker:</u> Mr. Luc Claude MAMBA
12h05-12h25 :	Sub-theme 2: The contribution of technology to industrial competitiveness	<u>Speaker:</u> Mr. Stean MPOLO
12 :30-1:30 pm	Round table: Round table, discussions and debates	<u>MODERATOR:</u> SG <u>PANEL :</u> EXPERTS
1 :45- 5:00 pm	INTERNAL DIALOGUE	
		<u>MODERATOR:</u> SG

		PANEL : RESPONSABLES DE PROGRAMMES
1 :45- 3:00 pm :	Assessment of 2019 programs	<u>Speaker:</u> SG
3:05-5:00 pm:	Outlooks for 2020	<u>MODERATOR:</u> SG
5:00- 5:30pm:	Break and drafting of work synthesis	
5:30-5:40 pm::	Reading of the report and the recommendations	Technical Secretariat General Rapporteur
6 :00 pm	lunch	
END OF DAY 1		

FRIDAY, 17th JANUARY 2020

Time	Activities	Players
PRESENTATION CEREMONY OF NEW YEAR WISHES TO MINISTER DODO NDOKE GABRIEL AND SECRETARY OF STATE FUH CALISTUS GENTRY		
07 :30-08 :30 :	Set up, arrival and installation of guests	
08 :30	Arrival of the Secretary General	
08 :45 :	Arrival of the Minister, accompanied by the SETAT, welcome by the SG and installation at the Lodge of Honour	
09 :	Presentation of the articulations of the ceremony	
09 :05-09 :10	Execution of the National Anthem	
09 :10-09 :15	Interlude	
09 :15-09 :20	Goodbye to retirees ceremony	
09 :20-09 :30	Rewards to top agents	
09 :30-09 :35	Decoration of medal recipients	
09 :35-09 :40	Interlude	
09 :40-09 :50	Overview report by the SG	
09 :50-09 :55	Interlude	
09 :55-10 :05	Minister's closing speech	
10 :05-10 :10	Interlude	
10 :10-11 :00	Presentation of new year wishes per structure and delegation	
11 :30-2PM	Closing dinner	
2PM	Hearings	
END OF THE CEREMONY		