



CONSTITUTION OF THE AFRICAN PARLIAMENTARIANS' NETWORK ON DEVELOPMENT EVALUATION

PREAMBLE

We, African parliamentarians and development partners assembled at the first General Meeting of the African Parliamentarians' Network on Development Evaluation on 23 July 2015,

COMMENDING *The innovative work of the signatories of the Yaoundé Declaration agreed to on 4 March 2014 to found the African Parliamentarians' Network on Development Evaluation.*

RECOGNIZING: *The important function evaluation can play in national decision making in support of development effectiveness and inclusive growth.*

ACKNOWLEDGING: *The crucial role parliamentarians should play in ensuring evaluation evidence is used for strengthening government decision-making and policy-making.*

REALIZING: *The value of bringing parliamentarians from across countries together to share information, experiences and lessons on strengthening parliamentarians' capacity to make use of, and advocate for, evaluation evidence.*

REITERATING: *Our commitment to raise awareness, demand solid evaluation evidence and make use of it in our parliamentary work and to work towards the institutionalization of evaluation to support evidence based decision-making and policy-making.*

Do hereby establish the African Parliamentarians' Network on Development Evaluation.

1. NAME

The name of the network shall be "**The African Parliamentarians' Network on Development Evaluation**" abbreviated as "**APNODE**".

2. DEFINITIONS

- 1) Unless otherwise provided in or required by this Constitution, any terms used shall have the same meaning as in the **Constitution of APNODE**.
- 2) The following definitions shall apply specifically to this Constitution:
 - a) "**Annual General Meeting**" in short termed as "**AGM**" shall be the Annual General Meeting of all the members in good standing (i.e., fulfilling their duties and obligations

and adhering to the Code of Conduct); This meeting may also including non-voting members of the APNODE as deemed necessary and shall be conducted on annual basis.

- b) **“Membership”** of APNODE shall include the following main categories and types of membership; and they shall have full voting rights unless otherwise stated:
 - i) **“Founding members”** are the signatories of the Yaoundé Declaration, agreed on 4 March 2014.
 - ii) **“Full members”** are all the subscribed African Parliamentarians who register to join and who are committed to the objectives of APNODE including paying the membership fees and dues.
 - iii) **“Associate members”** are non-parliamentarian or former parliamentarian members or individual members or institutions or organizations who are committed to the objectives of APNODE, are subscribed and pay membership fees. Parliaments, APNODE Chapters and Caucuses can also become associate members. Parliaments and other institutions/organizations registered under this membership category shall each have the right to cast only one vote on behalf of the organization or institution during any voting session in the AGM. Parliaments are encouraged to pay the membership fees of their MPs, unless it is agreed internally that each MP is responsible for his/her own membership fees. Full members will become Associate members after completing their Parliamentary term if they so choose.
 - iv) **“Affiliate members”** shall be those non-African parliamentarians who have keen interest in APNODE and have applied for and subscribed to APNODE membership or have been nominated for membership; and shall remain as active subscribed affiliate members without voting rights.
 - v) **“Partners”**: Partner status shall be explicitly offered upon the approval of the Executive Committee to organisations, institutions, companies, individuals and NGOs who are of exceptional value or of keen interest to APNODE and to those who are ready and willing to assist APNODE by providing it financial and other support.
- c) The **“Executive Committee”** shall be composed according to arrangements approved from time to time by the AGM and shall be responsible for carrying out the day to day activities of APNODE pursuant to Article 8(1) of this Constitution.
- d) **“Chairperson, Vice-Chairperson and Treasurer”** shall mean those persons elected to serve in these capacities for the **APNODE**.
- e) The **“Executive Secretary”** shall be the full time Chief Executive Officer of the APNODE and secretary to the Executive Committee which shall be his/her appointing authority subject to the approval by the AGM. The Executive Secretary shall report to the Executive Committee on his/her day to day work and responsibilities.
- f) The **“Secretariat”** shall be the administrative and operational arm of the **APNODE** to conduct day to day operations on behalf of the Executive Committee and shall be headed by the **Executive Secretary**.
- g) **APNODE Chapters**: individual, country or regional Chapters of APNODE that can be opened and operated in individual or in groups of member countries, the establishment of which may be approved by the APNODE AGM.

3. OBJECTIVES

- 1) The African Parliamentarians' Network on Development Evaluation's main objective is to provide a forum that will support parliamentarians in Africa to make use of and advocate for development evaluation in order to promote development effectiveness and inclusive growth in the African continent.
- 2) APNODE has the following specific objectives:
 - a) Raise awareness and promote knowledge amongst parliamentarians and within national parliaments about the importance of using evidence generated by evaluation for oversight, policy-making and national decision-making.
 - b) Enhance the capacity of individual parliamentarians to demand solid evaluation evidence and make use of it in parliamentary duties.
 - c) Encourage parliamentarians to work towards the institutionalization of evaluation to inform evidence-based decision-making and policy-making.
 - d) Share experiences across countries in Africa and beyond and examine the potential for international cooperation in this area.
 - e) Support parliaments in ensuring that evaluations at country level are responsive to concerns of gender equality, vulnerable groups, and equitable development results.
 - f) Assist parliamentarians in contributing to the development of a culture of evaluation and evidence-based decision-making at all levels of government and by other stakeholders in development.
 - g) Work to bridge the gap between evaluators (as providers of impartial evidence) and parliamentarians (as users of evaluation evidence).

4. ACTIVITIES

The activities of African Parliamentarians' Network on Development Evaluation must all be in accordance with the objectives stated in Article 3. Specific activities will be agreed on a regular basis, in accordance with the APNODE's governance arrangements. The process for planning and agreeing on activities will be led by the Executive Committee.

5. MEMBERSHIP, MEMBERSHIP FEES AND ORGANIZATION

- 1) There shall be five (5) categories of APNODE Membership, as defined in Article 2:
 - a) Founding members
 - b) Full members
 - c) Associate members
 - d) Affiliate members
 - e) Partners

- 2) A member shall cease to be a member by signing his/her resignation and addressing it to the chairperson, at any time.
- 3) The APNODE Executive Committee may, for due cause, suspend a member at any given moment, by a written notice through a decision agreed by a majority of votes, pending final approval of the AGM. The AGM, after having heard the member, may terminate the membership or lift the suspension. "Due cause" shall include failure by the member to fulfil his/her obligations to APNODE, commitment of an act that amounts to a breach of the objectives of APNODE, and conviction of a criminal offence by a competent court.
- 4) The AGM shall, upon proposal by the Executive Committee, approve a roster of membership fees payable by each category of membership. The roster shall be published and may be revised from time to time.
- 5) The Executive Committee may receive proposals from or propose to members of APNODE to establish individual, country or regional Chapters of APNODE. Such proposals shall be approved by the AGM.
- 6) Chapters may be operated by individual APNODE members, countries or groups of members or countries (such as by a regional body). Chapters shall actively seek to expand the membership of APNODE so as to strengthen the APNODE network. Chapters shall seek funding and support and pursue activities that uphold the objectives of APNODE where they are located.

6. CODE OF CONDUCT

- 1) Each member shall strive to uphold the integrity of APNODE, as a network focused on supporting and making use of development evaluation, for the sake of development effectiveness.
- 2) Each member shall strive to strengthen the commitment and capacity of African parliamentarians in their mission to support development evaluation for development effectiveness in their respective parliaments and organizations.
- 3) Members of the Executive Committee are expected to be fully engaged and committed to APNODE for the full duration of their term of office, and to actively participate in APNODE activities and meetings. The EC will establish Rules of Procedure with graduated measures to address any instances of demonstrated lack of commitment, which may include a provision for the replacement of an EC member.

7. SECRETARIAT

- 1) The Secretariat shall have its offices in any territory within the African Continent as may be determined by the Annual General Meeting from time to time. The first office of the Secretariat shall be located in Yaoundé, Cameroon.
- 2) The Secretariat shall:
 - a) maintain close liaison with the individual APNODE members, countries, parliaments, partners, organizations, institutions and any Chapters; and act as a dissemination point for members and for material and information received from others;

- b) undertake all duties and responsibilities assigned to it by the Executive Committee and/or the Annual General Meeting.

8. EXECUTIVE COMMITTEE

1) COMPOSITION

The members of the Executive Committee, with the exception of the representatives of the partner organizations and the Executive Secretary, shall be nominated from and elected by the AGM. The Executive Committee will:

- a) Include
 - i. Chairperson;
 - ii. Vice-Chairperson;
 - iii. Treasurer;
 - iv. 1 member from the previous Executive Committee;
 - v. up to seven other elected members;
 - vi. up to three representatives from partner organisations; and
 - vii. Executive Secretary as the non-voting ex officio member.
- b) Be composed of a mixed membership striving to ensure linguistic, regional and gender distribution.

2) POWERS AND DUTIES

- a) The Executive Committee shall be responsible for giving directions to the Secretariat and ensuring that the decisions of the Annual General Meeting are implemented. The Executive Committee shall be answerable to the Annual General Meeting. It shall:
 - i. Prepare the agenda of APNODE's Annual General Meeting.
 - ii. Prepare and submit to members, 28 days prior to the Annual General Meeting, the minutes of the previous Annual General Meeting, an annual report, and a financial report.
 - iii. Present a draft programme of activities of the APNODE to the AGM.
- b) The Executive Committee shall have the power to create sub-committees of the Executive Committee as necessary.
- c) The Executive Committee shall have the power to initiate and contract partnerships and shall inform the following AGM thereof.

3) MEETINGS

- a) The Executive Committee shall meet at least twice a year prior to the Annual General Meeting to review the arrangements for the AGM, to prepare the agenda for the AGM, and to consider any other matter concerning the members or their membership.
- b) The Chairperson shall instruct the Secretariat to send, so far as is practicable, not less than twenty-one days before the date of a scheduled meeting of the Executive Committee, to each of the members a notice giving the date and place of such meeting and of the business to be transacted.

- c) The quorum for such a meeting of the Executive Committee shall be 50% of its members, of whom at least one member shall be from partner organisations. In the absence of both the Chairperson and the Vice-Chairperson, the members present shall elect a chairperson for the meeting. A member of the Executive Committee may be represented by another member of the Executive Committee.

4) DECISIONS OF THE COMMITTEE

- a) Decisions at meetings of the Executive Committee shall be arrived at by consensus and in the event of failure to reach consensus then by the vote of a simple majority of members present and voting.
- b) In case of a tie, the Chairperson of the Executive Committee shall have a deciding vote.

5) ELECTIONS

- a) Members of the Executive Committee will be elected at the Annual General Meeting for a term of 2 years, renewable once. Elections will take place for the following positions:
 - i. Chairperson (x1)
 - ii. Vice-Chairperson (x1)
 - iii. Treasurer (x1)
 - iv. Member from the previous Executive Committee (x1)
 - v. Other members of the Executive Committee (x7)
- b) Nominations for members of the Executive Committee shall be made by individual members according to the arrangements approved by the Annual General Meeting. Members may nominate themselves.
- c) The decision by the Annual General Meeting shall be by a vote of a simple majority of members present and entitled to vote.
- d) The Chairperson of a general meeting shall have a casting vote but not an original vote.
- e) For the partner organisations represented on the Executive Committee, partner organisations will nominate representatives.

9. ANNUAL GENERAL MEETING

- 1) There shall be an AGM of all the members to be hosted every year in an African country. All members of all categories are invited to the AGM.
- 2) Founding, full and associate members and partners have one vote in any voting procedures. Affiliate members do not have voting rights.
- 3) Non-members may also attend the AGM on the request and invitation of the Executive Committee.
- 4) All decisions by the AGM shall be by a vote of a simple majority of members present and entitled to vote, with the exception of a decision on dissolution of APNODE (article 11.3.b). The quorum for the AGM shall be at least one-third of the members of APNODE eligible to vote.

- 5) The Executive Committee may convene a Special General Meeting at any time to consider matters of urgent importance to APNODE. It shall also convene a Special General Meeting at the request of one-third of the members.
- 6) The Executive Committee shall notify all members of the dates and venue for the AGM as soon as they have been determined, and in any case, not less than fifty days prior to the AGM.
- 7) The agenda of the Annual General Meeting shall include:
 - a) Minutes of the previous meeting;
 - b) Matters arising from the Minutes;
 - c) Consideration of the annual report and financial report of the Executive Committee;
 - d) Consideration of any other business proposed by the Executive Committee;
 - e) Election of the Executive Committee of the APNODE, where necessary, bearing in mind the time in office;
 - f) Consideration of any other business in respect of which an individual member or institutional member/s have given notice;
 - g) Consideration of future venues for Regional Conferences and Seminars;
 - h) Any other business.
- 8) The APNODE's AGM shall be presided over by:
 - a) the Chairperson of APNODE;
 - b) in the absence of the Chairperson, by the Vice Chairperson;
 - c) in the absence of both the above, the members present shall elect a chairperson for the meeting.
- 9) Other meetings: In addition to the AGM, the APNODE and its members may host and take part in other meetings, seminars or workshops as representatives of APNODE, as deemed appropriate under the guidance of the Executive Committee and in line with the APNODE agreed activities (article 4).

10. FINANCE

1) FINANCIAL YEAR

The financial year of the APNODE shall commence on January 1st and end on December 31st of each year.

2) SOURCES OF FINANCING

The finances of the APNODE shall accrue from the following sources:

- a) Annual membership fees;
- b) Voluntary contributions from members, APNODE Chapters, governments, development partners, evaluation partners and any other individuals or interested parties within and outside the Region;
- c) Grants from other similar networks and Parliamentary Associations;
- d) Various fund raising activities approved by the Executive Committee; and
- e) Any other source approved by the Executive Committee or the Annual General Meeting.

3) ACCOUNTS AND AUDIT

- a) It shall be the responsibility of the Executive Committee to invite tenders and make the selection for the initial appointment of an independent Auditor, who shall be approved by the AGM, and for all subsequent appointments.
- b) It shall be the duty of the Treasurer to make arrangements for the accounts of the APNODE to be maintained, and audited by the approved auditor for each financial year, and for the audited accounts to be presented to the Executive Committee and the AGM.
- c) The Executive Committee or the Annual General Meeting may request that the accounts be audited at any other time as may be deemed necessary.

11. ADOPTION, AMENDMENT AND DISSOLUTION OF THE CONSTITUTION

1) ADOPTION

This Constitution shall come into effect when the majority of members approve it at APNODE's first AGM.

2) AMENDMENT

- a) This Constitution may be amended at an Annual General Meeting but not otherwise.
- b) An amendment to the Constitution may only be proposed by the Executive Committee or by a voting member, and if proposed by a member, that member must notify the Chairperson at least forty-two days prior to the APNODE's Annual General Meeting at which it is to be submitted.
- c) In every case whether the amendment is proposed by a member or by the Executive Committee, the Chairperson or Secretariat shall communicate the proposed amendment to every member not less than twenty days before the Annual General Meeting.
- d) No amendment shall be valid unless at least two-thirds of the delegates present and entitled to vote at the meeting vote in favour of the amendment.

3) DISSOLUTION

- a) Notice of a Resolution to dissolve the APNODE Registration and Constitution shall be given to the Chairperson at least six months before an Annual General Meeting and the Chairperson or Secretariat shall circulate such notice to all members and Executive Committee Members within fourteen days after receiving it.
- b) A Resolution for dissolution of the APNODE shall not be passed unless in the vote thereon at an Annual General Meeting and it is supported by the votes of the majority member delegates of not less than three-fourths of the members of the APNODE.

12. TRANSITIONAL ARRANGEMENTS

- 1) Pending the adoption of this Constitution by the first General Meeting of APNODE, the APNODE Steering Committee shall have the powers of the AGM.

- 2) As such, the Steering Committee has adopted this Constitution as interim Constitution, declared it effective for implementation on a transitional basis and has elected as interim Executive Committee:
 - a) interim Chairperson: Senator Roger Mbassa Ndine
 - b) interim Vice-Chairperson: Hon. Susan Musyoka
 - c) interim Treasurer: Hon. Mahmoud Kombo
 - d) interim other elected members:
 - i. Hon. Evelyn Naome Mpagi Kaabule
 - ii. Hon. Girma Seifu Maru
 - iii. Hon. Kojo Appiah Kubi
 - iv. Hon. Jean-Marie Assou Apezouke
 - e) interim representatives from partner organisations; AfDB, UNDP, and UN Women
 - f) interim Executive Secretary: AfDB

13. FINAL PROVISIONS

- 1) APNODE shall be registered in the Republic of Cameroon, and shall operate under the laws of the Republic of Cameroon.
- 2) The laws of the Republic of Cameroon shall apply in case of any conflict or dispute settlement.

Annex 1: Yaoundé Declaration

Yaoundé Declaration of African Parliamentarians on Evaluation

We the parliamentarians from the seven countries (Cameroon, Ethiopia, Ghana, Kenya, United Republic of Tanzania, Togo and Uganda) in Africa who took part in the Parliamentary forum on Supporting an Enabling Environment for Evaluation in Africa, as part of the 7th African Evaluation Association (AfrEA) Conference in Yaoundé, 3-4 March 2014, recognize the important function of evaluation in national decision making and the crucial role of parliamentarians in ensuring evaluation evidence is used for strengthening decision making for greater development effectiveness and inclusive growth.

In this context we commit to:

- Raise awareness within our own parliaments, and amongst parliamentary colleagues in other countries in Africa, about the importance of using evidence generated by evaluation for oversight, policy-making and national decision-making.
- Demand solid evaluation evidence to support the development of a culture of evaluation and evidence based decision-making at all levels of government and other stakeholders in development.
- Make use of evaluation evidence in our own engagement in parliamentary debate, in legislative, policy discussions and decision making.
- Work towards the institutionalization of evaluation to support evidence based policy-making. This should include developing a policy on evaluation applicable to all levels of government. Such a policy should ensure that evaluation in our countries is responsive to social, political, economic, gender equality, minorities and environmental concerns, in support of inclusive growth and greater development effectiveness.
- Work to bridge the gap between evaluators (as providers of impartial evidence) and parliamentarians, (as users of evaluation evidence.)

We also recognize:

- The importance of building on existing strengths within each of our countries and linking with other important sources of information, including monitoring and audit.
- All initiatives should be led by countries, based on their local context; whilst we recognize the potential for learning across countries, sharing experiences and good practices.
- It is crucial to value diversity within the continent and to tailor approaches that suit different settings, including the differences between African countries' parliamentary systems.
- The importance of ensuring that both men and women parliamentarians are committed and engaged in this debate, are demanding and making use of evaluation evidence.
- The need to explore options to support Parliamentarians in this work including (i) multiple sources of finance – internal and external; and (ii) technical support from institutions such as

AfrEA, AfDB, CLEAR, Evalpartners, the Bill and Melinda Gates Foundation, Finland, European Union, UNICEF, UNDP UN Women, World Bank and others.

- Evaluators have a role to play in bridging the gap between their work and policy makers. Evaluators need to engage parliamentarians in their work and better communicate findings to them, in a succinct and cogent manner.
- The importance of collaborating with national evaluation associations and civil society organizations engaged in evaluation.

In this context we resolved that:


Participants of this meeting would become founding members of the *Network of African Parliamentarians for Development Evaluation*. The network will, inter alia:

- raise awareness amongst parliamentarians about how useful evaluation can be in their work;
- share experiences across countries in Africa and beyond; and
- examine the potential for South-South Cooperation in this area.

A core group will work to help operationalize the network. Each participating country is represented in this core group. The core group will draft a mandate for the group and seek external support for a secretariat to support the network.

Yaoundé

4 March 2014


Sen. Roger NBASEA NDINE
(CAMEROON)

Senator Ar. WILKINSON MACHARIA Mwangi
(KENYA)

Senateur Ouli Ndongo Nontque
Cameroun

MDAMPEA MBIO Marie Claire
Senateur Cameroun

Senateur Eloumba Redjo Thévoz
Senateur Cameroun

Senator DINGHA Ignatius Bayin
Senateur Cameroun

Hon. F. Z. Baffour MP.
(GHANA)

Hon. Genesis Mbucksek
(GHANA)

Hon Njong Evanistus Ndum
(CAMEROON)

Hon. Edime Alcar
(CAMEROON)

Hon. ENOW TANJONG
(CAMEROON)

Hon. SUSAN MUSYOKA
(KENYA)

Alioum Alpha
Senateur (CAMEROON)

Hon. HAROUNA WYAT
(CAMEROON)

Hon. Halia Noug
(CAMEROON)

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|-------------------------------------|-------------|-----------------------------------|
| 1) SENATEUR NONO | Cameroun | <i>N. Chuff</i> |
| 2) Hon. Dr KOTO APPIAH-KUB | GHANA | <i>Appiah-Kub</i> |
| 3) NGUIEBE JOEL | Cameroun | <i>Joel Nguiébe</i> |
| 4) Hon. Nanga EYE MEVANA | Cameroon | <i>Nanga EYE MEVANA</i> |
| 5) Hon. TIGNOKPA A. Damba | TOGO | <i>Tignokpa</i> |
| 6) Hon. Girma Seifu Maru | Ethiopia | <i>Girma Seifu Maru</i> |
| 7) Hon. APEZOUKE ASSOU | TOGO | <i>Assou Apezouke</i> |
| 8) Mahmoud Thabit Kombo | Tanzania UR | <i>Mahmoud Thabit Kombo</i> |
| 9) Hon. Sunjeer Bichi | Kenya | <i>Sunjeer Bichi</i> |
| 10) Hon. Evelyn Naome Mpegi-Kaabule | UGANDA | <i>Evelyn Naome Mpegi-Kaabule</i> |

Annex 2: List of Founding Members of APNODE

Parliamentarians

Country	Name	Title
Cameroon	Alioum Alhadji Hamadou	Senator
Cameroon	Dingha Ignatius Bayin	Senator
Cameroon	Edimo Ndoumbe Oscar	MP
Cameroon	Eloumba Medjo Therese	Senator
Cameroon	Enow Tanjong	MP
Cameroon	Genesis Mbucksek	MP
Cameroon	Halia Moussa Moufta	MP
Cameroon	Harouna Nyako	MP
Cameroon	Moampea Mbio Marie Claire	Senator
Cameroon	Nanga Epse Menana	MP
Cameroon	Nguiebe Djoël	Senator
Cameroon	Njong Evaristus	MP
Cameroon	Nono	Senator
Cameroon	Essomba Tsoungui Elie Victor	Senator
Cameroon	Pokossi Ndoumbe Elise	MP
Cameroon	Njingum Musa	MP
Cameroon	Etame Massoma Siegfried	Senator
Cameroon	Tamaino Ndam Njoya	MP
Cameroon	Ouli Ndongo Monique	Senator
Cameroon	Roger Mbassa Ndine	Senator
Ethiopia	Girma Seifu Maru	MP
Ghana	Fritz Baffour	MP
Ghana	Kojo Appiah-Kubi	MP
Kenya	Sunjeev Birdi	MP
Kenya	Susan Musyoka	MP
Kenya	Wilfred Machage Machage	Senator
Tanzania	Mahmoud Thabit Kombo	MP
Togo	Apezouke Assou	MP
Togo	Ayawavi Demba Tignokpa	MP
Uganda	Evelyn Naome Mpagi-Kaabule	MP
Sri Lanka	Kabir Hashim	MP