



# PROTOCOL FOR THE ESTABLISHMENT OF THE IGAD CENTRE FOR PASTORAL AREAS AND LIVESTOCK DEVELOPMENT (ICPALD)

October 2015







**PROTOCOL FOR THE ESTABLISHMENT OF THE IGAD  
CENTRE FOR PASTORAL AREAS AND LIVESTOCK  
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## **PREAMBLE**

**WE**, the Member States of the **Inter-governmental Authority on Development (IGAD)**, namely:

The Republic of Djibouti

The State of Eritrea

The Federal Democratic Republic of Ethiopia

The Republic of Kenya

The Federal Republic of Somalia

The Republic of South Sudan

The Republic of the Sudan, and

The Republic of Uganda...

**Drawing from** the Mandate of IGAD to establish specialized technical institutions for purposes of developing, implementing and monitoring regional projects, programmes, strategies and policies;

**Pursuant to** expert enquiries and findings through debate, consultations and research on the vagaries of poverty and under-investment in the livestock sector, arid and semi-arid areas of our region;

**Recalling** the recommendations by a group of the IGAD parliamentarians who took part in the IGAD mission to northern Kenya to promote the production and marketing of dryland products in 2009 **that** IGAD establishes a centre to champion dryland training and development;

**Also recalling** the directive of the IGAD Ministers in charge of Livestock on 10<sup>th</sup> December 2009 **that** IGAD establishes a regional livestock development centre;

**Further recalling** the decision of the 45<sup>th</sup> Ordinary Session of the IGAD Council of Ministers on 12<sup>th</sup> July 2012 to establish an IGAD Centre for pastoral areas and livestock development;

**Cognizant** of the thorough debate, analysis and subsequent validation of this Draft Protocol, that is to say, this revised edition of the **Draft IGAD Centre for Pastoral Areas and Livestock Development (ICPALD) Protocol** by Technical Experts from IGAD member states on the 18<sup>th</sup> through 19<sup>th</sup> December, 2013 at a workshop held at Elementaita, Kenya;

**Realizing that** the problems confronting the communities in the arid and semi arid areas (ASALs / drylands) constitute a vicious cycle of poverty and vulnerability which are exacerbated by natural and man-made disasters and limited and/or poor access to relevant far reaching and sustainable interventions;

**Welcoming the synergy** generated by our current regional integration arrangement and the inputs of our development partners and the opportunities thereby presented to address and mitigate trans-boundary adversities that impinge on our communities in the ASALs;

**Anchored** on several of our national as well as regional institutions, policies and economic strategies, fortified by lessons and experiences of the past and responding to repeated calls and recommendations for remedial action;

**Convinced** of the need to promote and actualize **the realization that** the IGAD region's endowment of complementary livelihood resources and livestock are unrivalled throughout the world and as such have become vanguard sectors in the region's moves towards regional economic integration whose full potential must be exploited for the good of the communities in the region; **AND**

**Also convinced that** a regional institution to support and complement ASALs and livestock development efforts of IGAD member states is the best option;

**HAVE AGREED AS FOLLOWS...**

## **PART I: PRELIMINARIES**

### **ARTICLE 1: Name of the Centre**

The name of the Centre established by this Protocol under article 6 shall be the **IGAD Centre for Pastoral Areas and Livestock Development** which, without prejudice to its full version, may be addressed in the acronym **“ICPALD”**

### **ARTICLE 2: Application**

Unless otherwise permitted in writing by the ICPALD Steering Committee established under article 11 of this Protocol, only Member States which have signed off this protocol shall be entitled to participate in the activities of the Centre.

### **ARTICLE 3: Interpretation**

In this Protocol, unless the context requires a different meaning ~

**“AED”** refers to the Agriculture and Environment Division of IGAD;

**“AFD”** refers to the Administration and Finance Division of IGAD;

**“Agreement”** means the Agreement Establishing IGAD;

**“Assembly”** means the Assembly of Heads of State and Government of IGAD established under Article 9 of the Agreement;

**“ASALs”** means Arid and Semi Arid Lands and will, in the context of this protocol, be used synonymously with drylands;

**“Centre”** means the IGAD Centre for Pastoral Areas and Livestock Development (ICPALD) established under Article 6;



**“CEWARN”** means the IGAD Centre for Conflict Early Warning and Response Mechanism;

**“Constitutive Instrument”** means the Official Document containing the Agreement;

**“Committee of Directors”** means the Committee chaired by the IGAD Executive Secretary and made up of directors of IGAD divisions and specialized institutions and any other parties invited by the Executive Secretary;

**“Co-operating Partner”** means any organization, institution or state that has entered into a co-operation arrangement with IGAD for the purpose of promoting the activities of or otherwise working with the Centre;

**“Council”** means the Council of Ministers of IGAD established under Article 10 of the Agreement;

**“Director ”** means the Director and Chief Executive Officer of the Centre;

**“Executive Secretary”** means the Executive Secretary of IGAD appointed under Article 13 of the Agreement;

**“ECSD”** means the Economic Cooperation and Social Development Division of the IGAD;

**“ICPAC”** means the IGAD Centre for Climate Prediction and Application;

**“ICPALD”** means the IGAD Centre For Pastoral Areas and Livestock Development established under Article 6;

**“IGAD”** means the Inter-Governmental Authority on Development;

**“ISTVS”** means the IGAD Sheikh Technical Veterinary School;

**“Member”** means a Member State of IGAD which has signed and ratified this

Protocol and agreed to be bound by the provisions of this Protocol;

**“Member State”** means a member state of the IGAD;

**“National Partners”** means national institutions of Member States and Non-IGAD Member States collaborating with the Centre;

**“PSD”** means the Peace and Security Division of the IGAD;

**“Protocol”** means this Protocol;

**“Region”** means the geographic region comprising the territory of the IGAD Member States and **“regional”** shall be construed accordingly;

**“Steering Committee”** means the Steering Committee of the Centre established under Article 11;

#### **ARTICLE 4: Official Languages of the Centre**

The official languages of the Centre shall be those of IGAD.

#### **ARTICLE 5: Headquarters and host agreement**

(1) The Headquarters of the Centre shall be domiciled in a Member State decided upon by the Council Of Ministers.

(2) The Centre shall, with the approval of IGAD, conclude a Host Agreement.

(3) There may be established such other offices or facilities of the Centre in other member states as the Steering Committee, with the approval of the Executive Secretary, may determine.

## **PART II: ESTABLISHMENT, OBJECTIVES AND FUNCTIONS OF THE CENTRE**

### **ARTICLE 6: Establishment of the Centre**

(1) Pursuant to Article 17 of the Agreement establishing IGAD and the Decision of the 45<sup>th</sup> IGAD Council Meeting of 12<sup>th</sup> July 2012, a center to be known as the **IGAD Centre For Pastoral Areas and Livestock Development** is hereby established.

(2) The Centre shall be an integral part of IGAD and is established as a Specialized technical institution thereof. Consequent thereupon, the Centre shall be subordinate to the IGAD Executive Secretary and shall report or otherwise be accountable to the Executive Secretary as approved by the said 45<sup>th</sup> IGAD Council Meeting.

(3) Pursuant to Article 3 of the Agreement establishing IGAD, the Centre shall enjoy international legal personality and shall, with necessary modifications, exercise the attributes of legal personality provided in that Article.

### **ARTICLE 7: Objectives of the Centre**

The objectives of the Centre shall be to-

(1) serve as an advisory centre and a centre of excellence for both ASALs and livestock development issues in the region;

(2) drawing from the mandate of IGAD, contribute to the promotion and facilitation of sustainable, gender and environment responsive and equitable development of ASALs and livestock in the region;

(3) promote and enhance the development of livestock and complementary livelihood resources including non-wood forest products including gums, resins, spices and honey, artisanal minerals in Member States;

(4) increase awareness of the true contribution of the complimentary livelihood resources (non-wood forest products and artisanal minerals) and livestock sector to

national economies and assist Members States in any manner permitted by this Protocol in the realization of the full potential of complimentary livelihood resources and livestock contribution to the regional economies;

(5) champion the development and implementation of internationally acceptable regional non-wood forest products and artisanal minerals and animal health inspection, standards, certification and traceability system supported by appropriate production, value addition and quality assurance services and marketing infrastructure;

(6) build on lessons learnt and best practices achieved in the fields of dryland crops and animal farming, wealth and employment creation and gender focussed development in the ASALs in order to service both public and private institutions in Member States efficiently;

(7) articulate, facilitate and support the emerging livelihoods, and environment and gender focused policies and programmes in livestock and complementary livelihoods, especially in cross border areas that shall lead to action by concerned Member States to enhance resilience of the agro-pastoralists and pastoralists youth and women;

(8) Promote and contribute to sustainable dryland agriculture, where appropriate in the IGAD region; AND

(9) Promote collaboration with regional, continental and international institutions.

## **ARTICLE 8: Functions of the Centre**

The functions of the Centre shall be to-

(1) implement this protocol effectively, efficiently and in conformity with the mandate of IGAD;

(2) identify and follow up any action or decision taken or recommended in the past by various organs of IGAD on any matter relating to complementary livelihood resources and livestock development for purposes of review and bringing the same to fruition;

(3) have strong operational linkages with the AED division and other Specialized Institutions with similar Sectoral interests including ECSD, ICPAC, ISTVS and

CEWARN in the development and harmonization of projects, programmes strategies and policies;

(4) establish and maintain close co-operation with relevant national partners, institutions in member states and all co-operating partners for purposes of a coordinated and integrated development of complementary livelihood resources and livestock in the region;

(5) initiate and implement conflict, gender and environment sensitive and responsive programmes for purposes of mainstreaming women and youth in complementary livelihood resources and livestock development activities for the ultimate goal of raising and sustaining youth and women's profile and contribution to national and regional economies;

(6) improve the human, financial and technical capacity of complementary livelihood resources and livestock producers and value chain stakeholders through innovative renditions that are research inspired or informed by best practices from similar efforts within and outside of the region in order to enhance resilience target communities;

(7)(a) promote and maintain improved, pro-active, timely and a broad-based system of knowledge management including information gathering and dissemination and feedback on relevant complementary livelihood resources and livestock issues on the basis of the following principles-

- (i) adequacy
- (ii) relevance
- (iii) transparency
- (iv) cooperation, and
- (v) free flow of and/or access to information;

(b) maintain quality controlled databases and information systems required for complementary livelihood resources and animal production, marketing and diseases and related risks for purposes of supporting the national and regional risk reduction strategies and livestock early warning systems.

(c) promote dialogue, together with the relevant IGAD Divisions and Specialized Institutions, on information gathering, analysis, sharing and networking among

specialized national organizations and institutions of research and higher learning in the region for synergized and beneficial use by stakeholders;

(8) initiate studies on relevant issues; convene meetings, workshops, symposia, seminars, fairs, shows and exhibitions as may be deemed necessary for the implementation of the Centre's work programme and activities;

(9) encourage Members, in consultation with the relevant IGAD Divisions and Specialized Institutions, to conclude appropriate agreements or Memoranda of Understanding with partners and other regional players or organizations with similar objectives;

(10) submit quarterly and annual reports to Executive Secretary through the Committee of Directors and division of AED;

(11) implement the decisions of the Steering Committee and IGAD policy organs;  
And

(12) perform any other functions that may be assigned to it by the Steering Committee, the Executive Secretary and/or IGAD Policy Organs or any function that may be performed in order to attain any or all of the objectives of the Centre.

## **PART III: GOVERNANCE OF THE CENTRE**

### **ARTICLE 9: Principles guiding the governance of the Centre**

The Centre shall be led and managed based on observation and practice of the following principles–

(1) subordination to the Authority of the IGAD and its operating principles as stipulated in Article 6A of IGAD's constitutive instrument;

(2) service and obedience to Members and relevant stakeholders;

(3) steadfast focus on the development of livestock and complementary livelihood resources including gums, resins, spices, honey and artisanal mineral in the IGAD ASALs;

- (4) conflict, environment and gender sensitive and responsive participatory programming and service delivery;
- (5) integrity and efficiency;
- (6) consultative, constructive and polite engagement;
- (7) sensitivity to member states and relevant stakeholder interests;
- (8) equity, accessibility and due diligence; and
- (9) good governance including accountability, transparency, stewardship and legality.

#### **ARTICLE 10: Governance Structure**

(1) In a hierarchical order, the governance structure of the Centre shall comprise-

- (a) The Executive Secretary
- (b) a Steering Committee;
- (c) Director of the Centre who shall report to the IGAD Executive Secretary and serve as the Chief Executive Officer of the Centre and Secretary to the Steering Committee;
- (d) staff of the Centre who shall comprise of Section/Departmental heads, technical, administrative and support staff; and
- (e) any other specialized sub-committee, office or organ of the Centre that the Steering Committee may consider necessary for the execution of the mandate of the Centre under this Protocol.

(2) With the exception of the position of the Executive Secretary provided under paragraph (a) of sub article (1), the Steering Committee may at any time, in

accordance with the procedures of IGAD, vary any office, sub-committee or organ created pursuant to this Article if circumstances warrant.

## **ARTICLE 11: The Steering Committee**

(1) The Steering Committee shall be accountable to the Executive Secretary.

(2) The role of the Steering Committee shall be to serve as the policy organ of the Centre and shall in that capacity-

- (a) offer guidance and leadership to the Centre;
- (b) propose appropriate policies on all major and strategic activities of the Centre for the Centre's efficient functioning;
- (c) consider and endorse the programme of activities for the Centre;
- (d) draw up internal regulations, processes and procedures in line with IGAD regulations for the effective operation of the Centre;
- (e) recommend to the Executive Secretary the conclusion of Memoranda of cooperation or agreement with Cooperating Partners and any institution within or outside the region for the benefit of the Centre;
- (f) recommend the budget and business plans of the Centre; and
- (g) review progress on the activities of the Centre.

**(3) The Steering Committee shall consist of the following-**

- (a) a **chairperson** appointed in accordance with the procedures of IGAD from among the representatives of member states;
- (b) **seven persons** who are or are the equivalent of Permanent Secretaries / Under Secretaries / Principal Secretary, by whatever name called, being persons responsible for matters relating to ASALs, agriculture, livestock development,



water, or DRR/M and Humanitarian Affairs in their respective governments, to represent member states;

(c) **two persons** from the IGAD Secretariat to represent the AFD and AED;

(d) **two persons** to represent IGAD's development and implementing partners recommended by the Steering Committee and approved by the Executive Secretary from time to time;

(e) **the Director** of the Centre who shall be *ex officio* member and secretary to the Steering Committee; **and**

(f) **any other participants** including directors of divisions and Specialized Institutions of IGAD as invited by the Steering Committee from time to time.

(4) The Steering Committee shall meet twice a year. However, the Director, in consultation with the Chairperson of the Steering Committee, may convene a special or an extra-ordinary meeting of the Committee if circumstances warrant.

(5) The Steering Committee shall adopt the rules of procedure governing meetings of IGAD policy organs.

(6) At the end of each of its meetings, the Steering Committee shall adopt its report which shall be submitted to the IGAD policy organs through the Executive Secretary of the IGAD.

(7) The quorum at any meeting of the Steering Committee shall be two thirds of the members who are entitled to vote.

## **ARTICLE 12: The Director and other staff of the Centre**

(1) There shall be a Director of the Centre who shall be appointed in accordance with the procedures established pursuant to Article 12(1) (b) of the Agreement establishing IGAD. The Director shall be appointed on such terms and conditions of service as the Council may specify.

(2) The Director shall run the day to day management affairs of the Centre and shall, without prejudice to the generality of this clause-

(a) exercise overall superintendence over the staff of the Centre and offer general guidance to experts and consultants hired by the Centre to undertake any assignment for the benefit of the Centre,

(b) in consultation and collaboration with divisions and specialized institutions of IGAD, follow-up and ensure the implementation of the decisions of the Assembly, the Council and Sectoral ministers touching on the mandate of the Centre and those of the Steering Committee;

(c) represent the Centre at regional and international meetings, conferences and any other forum or gatherings where matters of interest to the Centre are being discussed; and while there strive to articulate and make known the position of the Centre on such matters;

(d) coordinate the programmes and activities of the Centre with those of AED and other IGAD Divisions and Specialized Institutions including activities of ECSD, PSD, ISTVS, CEWARN and ICPAC and co-operating partners;

(e) Keep the Executive Secretary, the Director AED and the Committee of directors informed of the programmes, projects and activities of the Centre, including timely submission of half-yearly and annual technical and financial reports;

(f) identify suitable Cooperating Partners and initiate the necessary processes for conclusion of appropriate Agreements or Memoranda of Cooperation or Understanding;

(g) mobilize resources for the Centre, in consultation with IGAD Divisions and Specialized Institutions;

(h) keep in safe custody the documents, files and other data relating to the working of the Centre;

- (i) prepare and submit plans and periodic programme reports to the Council through the Committee of Directors;
  - (j) ensure that timely information is provided as may be requested by the IGAD Secretariat, Member States and/or Cooperating Partners and relevant stakeholders;
  - (k) cause to be kept an inventory of all the assets and liabilities of the Centre;
  - (l) strengthen coordination and partnership with the private sector actors, NGO's, UN agencies and non-members of IGAD;
  - (m) create strategic partnership at regional and country levels with development partners and relevant stakeholders in supporting the Center;
  - (n) establish effective strategic resources mobilization (Human, physical and financial) strategy at all levels to achieve the goals and objectives of the Centre;
  - (o) develop a system of planning and implementing the livestock Early Warning and Early Action Plan in line with IGAD DRR/M programme and IGAD Strategic Plan; and
  - (p) Perform such other duties as may be assigned by the Steering Committee, Executive Secretary, Sectoral Ministers, Council or the Assembly.
- (3) The staff of the Centre shall be recruited in accordance with the IGAD Service Regulations formulated pursuant to Article 12(1) (b) of the constitutive instrument of IGAD. Principles of gender balance and equitable distribution of posts among member states of the Centre shall be observed.

### **ARTICLE 13: Obligations of Members**

Every Member State which has signed or acceded to this Protocol is obligated to-

(1) observe all the provisions of this Protocol and consequent thereupon desist from doing or attempting to do anything that in any way undermines or discredits the Centre, any of its objectives, programs or activities;

(2) adjust its relevant national policies and actions in order to internalize its obligations under this Protocol.

(2) promote good governance, the objects, goals and activities of the Centre within its territorial jurisdiction;

(3) accord the Centre and its designated consultants, technicians or other experts, the necessary privileges and immunities to facilitate its activities; and

(4) extend to the Centre and its personnel such privileges and immunities, in the spirit of Article 6 of IGAD's constitutive instrument, as may be necessary for carrying out their tasks within their respective national territories and as are accorded to personnel of other regional or international organizations on mission.

## **PART IV: FINANCES OF THE CENTRE**

### **ARTICLE 14: Financial resources, accounting and audit**

(1) The financial resources of the Centre shall consist of-

(a) Funds from Member States

(b) voluntary or special contributions;

(c) donations, gifts and bequests;

(d) funds from implementing, development and / or cooperating partners;

(e) earnings from services rendered by the Centre, if any; and

(f) funds from other sources as may be approved by the IGAD Secretariat.

(2) The Centre shall adopt and use IGAD procurement, human resource, audit (internal and external) and financial management procedures and practices.

(3) The Director shall be responsible for the management and administration of the funds as the accounting officer and shall annually, unless arranged otherwise by the IGAD Secretariat, submit the standard accounting documents to the IGAD Secretariat.

(4) The Director shall, at quarterly intervals, submit financial and programme reports to the Executive Secretary through the Committee of Directors.

(5) The Director shall cause to be kept proper books of account in accordance with the accounting procedures of IGAD.

## **PART V: MEETINGS OF THE CENTRE**

### **ARTICLE 15: Meetings of the Centre**

(1) The Center may hold such number of meetings, ordinary, special or extraordinary, in the course of its operational year as the Steering Committee may decide.

(2) Meetings and conferences of the Centre shall ordinarily be held at its headquarters or in any of the IGAD Member States.

(3) All decisions of the Centre shall be reached by consensus. If, however, the Centre fails to reach an agreement by consensus, a decision shall be taken by two

thirds majority of members present and voting by secret ballot as long as such members constitute a legal quorum.

(4) the quorum at a meeting of the Centre shall be two thirds of Members present and entitled to vote.

(5) Costs of convening and running meetings of the Centre shall be incurred within an approved programme and budget.

(6) For the avoidance of any doubt, expenses incurred by representatives of Members and organizations for the purpose of attending meetings or conferences convened by the Centre shall be borne by their respective governments or organizations unless such expenses are borne through project budgetary resources.

(7) Notwithstanding the provisions of sub-article (2) of this Article, a Member State or Cooperating Partner may host a meeting or conference of the Centre outside the headquarters provided that the costs of hosting such meeting or conference are borne by that Member or Cooperating Partner.

(8) Persons entitled to attend meetings of the Centre are:-

- (a) members of the Steering Committee,
- (b) such number of stakeholders as the Steering Committee, in consultation with the Executive Secretary, may invite, and
- (c) Any other person or institution relevant to the mandate of the Centre that the Steering Committee, in consultation with the Executive Secretary, may invite in *observer status*.

## **PART VI: GENERAL PROVISIONS**

### **ARTICLE 16: Settlement of disputes**

Any dispute arising from the interpretation or implementation of this Protocol shall be settled amicably. Failing this, the dispute shall be referred to the IGAD

Executive Secretary and if not solved by the Executive Secretary the dispute shall be referred to the Council. The decision of the Council shall be final.

#### **ARTICLE 17: Amendment of the Protocol**

(1) An amendment to this Protocol may be initiated by a Member through written request giving thirty days' notice addressed to the Chair of the Steering Committee.

(2) On receipt of a request for amendment, the Chair of the Steering Committee shall transmit it to other Member States within thirty days.

(3) Any amendment to this Protocol shall be adopted by consensus, or failing that, by a vote of two-thirds majority of Member States.

(4) The amendment shall enter into force according to Article 19 of this Protocol.

#### **ARTICLE 18: Signature, ratification and adoption**

(1) This Protocol-

(a) shall be signed by duly authorized representatives of Member States;

(b) is subject to ratification in accordance with the constitutional or legal requirements and practices of Member States; and

(c) shall remain open for adoption or accession after its entry into force.

(2) The Director shall notify all Member States of the signing, ratification, approval, accession, and entry into force of this Protocol.

#### **ARTICLE 19: Entry into force**

(1) This Protocol shall enter into force thirty days after the receipt of the fourth signature from Member States.

(2) Upon entry into force, this Protocol shall become an integral part of the Agreement Establishing IGAD.

## **ARTICLE 20: Supplementary protocols**

Member States may conclude other supplementary protocols or similar arrangements as may be necessary to accomplish the objectives of the Centre.

## **Article 21: Cessation of Membership**

- (1) Any Member wishing to withdraw from the Centre shall submit a written notification to the Executive Secretary who shall transmit it to all Members.
- (2) The notification, if not withdrawn by the Member, shall take effect one year after its submission and the country shall cease to be a Member.
- (3) A Member that has submitted a notice to withdraw shall, during the period of notice, exercise all the rights and be subject to all obligations of a Member.
- (4) Any Member withdrawing its membership shall remain liable for any obligation arising prior to cessation of membership.

## **Article 22: Authenticity**

A version of this text written in an official language of IGAD shall be equally authentic.



Done at.....on the.....day  
of.....of the year.....


IN WITNESS WHEREOF, THE UNDERSIGNED REPRESENTING  
Governments of the respective States have signed this Protocol

SIGNED   
For the Republic of Djibouti


SIGNED \_\_\_\_\_  
For the STATE of Eritrea

SIGNED   
For the FEDERAL DEMOCRATIC Republic of Ethiopia

SIGNED   
For the Republic of Kenya

SIGNED   
For the Federal Republic of Somalia

SIGNED   
For the Republic of South Sudan

SIGNED   
For the Republic of THE Sudan

SIGNED   
For the Republic of Uganda







## Intergovernmental Authority on Development



**ICPALD**



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