Annex 1: The Charter of the ARSCP

Preamble
Recognizing the important contribution that the development of the industrial sector makes to the fulfilment of the Millennium Development Goals (MDGs) and NEPAD’s objectives on poverty reduction and sustainable development;
Underlining the WSSD statement that fundamental changes in the way societies produce and consume are indispensable for achieving global sustainable development and that all countries should promote Sustainable Consumption and Production (SCP) patterns;
Appreciating the support provided through the UNEP/UNIDO International Programme on Cleaner Production for the establishment of National Cleaner Production Centers (NCPCs) in African countries;
Saluting the encouraging results that have been registered by NCPCs and other SCP promoting institutions and individuals in promoting the adoption of cleaner production principles by industries, government agencies and academic institutions in the region;
Taking note of the need to create a regional institution that would provide support to activities at the national level and facilitate regional cooperation on sustainable consumption and production activities in the Region;
We, representatives of NCPCs, SCP promoting institutions and individual SCP experts have resolved to establish a regional coordination mechanism on sustainable consumption and production.

I. Establishment
The ‘African Roundtable for Sustainable Consumption and Production’ (herein after ARSCP) is hereby established by this Charter as a Regional non-governmental and not-for-profit organization.

II. The vision
The vision of ARSCP is to achieve sustainable development of African countries with an effective contribution to the reduction of poverty, improvement of well being as well as the protection and conservation of the environment.

III. The Mission
The mission of ARSCP is to promote the development of national and regional capacities for the effective promotion and implementation of sustainable consumption and production principles and serve as the regional clearinghouse for sustainable consumption and production activities in the region.

IV. The objectives
The overall objective of the ARSCP is to facilitate the development of national and regional capacities for sustainable consumption and production and promote the effective implementations of the concepts and tools of sustainable consumption and production in African countries. The following are the specific objectives of ARSCP under the overall objective.
4.1 To promote the establishment of national cleaner production centres in countries where there are no NCPCs or SCP promoting institutions and facilitate support to strengthen existing NCPCs and SCP promoting institutions in African countries.
4.2 To facilitate the further integration of the concepts and principles of sustainable consumption and production in national policy frameworks in the region.
4.3 To provide the necessary support for the development, effective transfer and assimilation of Environmentally Sound Technologies (ESTs) that are of particular relevance to African economies.
4.4 To encourage specialization, facilitate information exchange and experience sharing between SCP promoting institutions and individual experts working within the region and at the international level.
4.5 To strengthen cooperation between NCPCs and SCP promoting institutions in African countries with UNEP/UNIDO and other international organizations and NCPCs in other regions.
4.6 To promote the development and integration of Sustainable Cleaner Production curriculum in educational institutions in the region.

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V. Activities
The following are the major activities that are going to be conducted by ARSCP to fulfil its objectives:

5.1 Organize the African Roundtable on Sustainable Consumption and Production with a minimum of once every two years.
5.2 Support the organization of national and sub-regional roundtables with special emphasis given to countries where there are no formally organized NCPCs.
5.3 Facilitate information exchange through the appropriate combination of communication means, such as: newsletters, internet-based communications and/or special publications.
5.4 Develop and maintain a directory of African professionals with expertise in the area of sustainable consumption and production and make it available to interested parties.
5.5 Compile best cases of strategies and application of sustainable consumption and production and publish and disseminate through the appropriate means.
5.6 Provide technical and policy input to regional initiatives such as NEPAD and forums associated with sustainable consumption and production.
5.7 Develop sub-regional and regional projects that will be implemented in collaboration with a group of NCPCs and SCP promoting institutions.
5.8 Organize training workshops and seminars on selected topics that are of particular importance to develop the capacities of SCP promoters in the region.
5.9 Establish collaborative linkages with other regional roundtable on cleaner production and international programs on sustainable consumption and production.
5.10 Promote research partnerships in the area of sustainable consumption and production.
5.11 Carry out other activities that are found necessary for the fulfillment of its missions and objectives.
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5.20 Establish collaborative linkages with other regional roundtable on cleaner production and international programs on sustainable consumption and production.
5.21 Promote research partnerships in the area of sustainable consumption and production.
5.22 Carry out other activities that are found necessary for the fulfillment of its missions and objectives.

VI. Membership
ARSCP shall have the following three categories of membership:
Patron institutions
Institutional members
Individual members

6.1. Patron institutions
Patron institutions are non-voting members of ARSCP that are going to be appointed by the General Assembly in recognition of their outstanding contribution to the promotion of sustainable consumption and production in the region.
6.2. **Institutional members**
Institutions that are directly engaged in the promotion of cleaner production and sustainable consumption in their respective countries within the region and that accept the charter can be institutional members of ARSCP.

6.3. **Individual members**
Individuals that are directly engaged in the promotion of cleaner production and sustainable consumption in the region and that accept the charter can be members of ARSCP.

VII Membership rights and obligations

7.1 **Membership rights**
Individual and institutional members have the following rights as members of ARSCP:

7.1.1 They have the right to vote and be elected as per the provisions given under this charter.
7.1.2 Each member of ARSCP has the right to have equal benefits from the services to be provided to the respective groups of membership.
7.1.3 Each member has the right to withdraw its membership of ARSCP without giving any explanation.

7.2 **Members obligation**
Members are obliged to fulfil the following obligation as members of ARSCP:

7.2.1 Members shall be willing to share information pertaining to sustainable consumption and production through ARSCP.
7.2.2 Members shall be willing to pay their membership fee as per the decision to be made by the General Assembly of ARSCP.
7.2.3 Members shall conduct themselves in the spirit of international cooperation and shall foster regional cooperation as embodied in ARSCP’s vision and mission.

VIII Organization
The organizational structure of ARSCP shall be constituted of the following three bodies:

- The General Assembly
- The Executive Board
- The Secretariat

8.1 **The General Assembly**
8.1.1 The General Assembly is the highest policy making body that consists of the institutional and individual members of ARSCP.
8.1.2 The General Assembly of ARSCP shall be convened in conjunction with the regional roundtable on sustainable consumption and production and shall have the following duties and responsibilities.
   a) Decide on the policies and strategies that would guide the activities and programmes of ARSCP.
   b) Approve the bi-annual work plan of ARSCP, the activity report and the audit report of the Executive Board.
   c) Elect the president of ARSCP and members of the Executive Board.
   d) Approve and revoke the appointment of the Patron Institutions of ARSCP.
   e) Revoke membership to ARSCP upon the recommendation by the Executive Board.
   f) Appoint the external auditor for ARSCP.

8.1.3 The members that attend the Regional Roundtable on Sustainable Consumption and Production shall constitute the quorum of the General Assembly.

8.2 **The Executive Board**
8.2.1 The Executive Board shall be consisted of four institutional members and one individual members to be elected by the General Assembly.
8.2.2 The term of office for the executive Board members is two years; but members can be elected for another two-year term.

8.2.3 The Executive Board shall consist of the following members:
- President
- Secretary
- Treasurer
- 2 Committee Members

8.2.4 The outgoing president and Secretary shall serve as ex-officio members of the incoming Executive Board for one additional term to ensure continuity.

8.2.5 The Executive Board shall provide general guidance to the Secretariat of ARSCP through the President of ARSCP. This will include:
  a) Provision of guidance on the implementation of the workplan approved by the General Assembly;
  b) Recruitment and employment of the necessary staff for the secretariat of ARSCP;
  c) Preparation of the activity and audit report of ARSCP to be presented to the General Assembly;

8.2.6 The President of ARSCP, who will be directly elected by the General Assembly, shall provide the leadership to the Executive Board, including:
  a) Provision of general guidance to the Secretariat of ARSCP on behalf of the Executive Board;
  b) Official representation of ARSCP in public forums and communications;
  c) Supervision of the Officer(s) of the Secretariat of ARSCP;
  d) Chairing the meetings of the Executive Board and the General Assembly of ARSCP;

8.2.7. The Executive Board shall select the Secretary of ARSCP from its members. The Secretary of ARSCP shall:
- perform the duties of the President, in the absence of the President;
- preparing the agenda and minuting of the meetings of the EB of the Roundtable;
- keeping the records of the records of the Executive Board.

8.2.8. The Executive Board shall appoint a Treasurer from its members. The Treasurer shall be responsible to ensure that the financial management of ARSCP including developing financial policy and procedure are in place, and supervises the preparation of annual budget, and arrangement for audit.

8.3 The ARSCP shall have a Secretariat that will conduct the day to day activities of the Roundtable under the leadership of the Executive Board of ARSCP. In the interim period, the NCPC that will host the ARSCP shall serve as the interim secretariat.

8.4 The Executive Board shall have the right to co-opt additional members to the Board as and when it finds it necessary between the convening of the General Assembly.

IX. Source of financing
9.1 The following are the major sources of financing for the activities of ARSCP:
- Membership fee
- Donations, grants and special contributions
- Project financing
- Revenues from workshops, conferences, seminars, etc.
- Sales of publications
- Any other appropriate sources

9.2. The Executive Board shall prepare a guideline on rules, procedures and ethical consideration on accepting donations, grants and special contributions to ARSCP.
9.3 Accounts shall be regularly audited, as per the fiscal year to be adopted by the Board, and audit reports shall be submitted to the subsequent General Assembly meeting.

X. General provisions

10.1 Amendments

10.1.1 This charter can be amended by a simple majority vote of the membership attending a given General Assembly of ARSCP with due prior notice and circulation of the proposed changes to all members.

10.1.2 Amendments shall enter into force based on a timetable established by the Executive Board but no later than 90 days.

10.2 Dissolution and Liquidation

10.2.1 The ARSCP shall be dissolved by the decision of the two third vote of the members attending a given General Assembly or if the number of its members go below the legal requirement of the country of registration.

10.2.2 Upon dissolution of ARSCP, any net assets shall be transferred to an organization of similar nature that will be determined by the General Assembly or the Executive Board.

XI. Legal enforcement

11.1. This charter shall enter into force upon the signing of five institutional members on the charter.

11.2. ARSCP becomes a legally constituted entity upon its registration in one of the countries of the founding members as a regional non-governmental and not-for-profit organization.