



-----  
**GENERAL SECRETARIAT**

-----  
**SECRETARIAT GENERAL**

REF: CL/PAPU/GS/CAB/EO/013

DATE: 02 APR 2024

**NOTICE OF THE 42<sup>ND</sup> ORDINARY SESSION OF THE PAN AFRICAN POSTAL UNION (PAPU) ADMINISTRATIVE COUNCIL FROM 3<sup>RD</sup> TO 14<sup>TH</sup> JUNE 2024**

1. NOTICE IS HEREBY GIVEN IN TERMS OF ARTICLE 12 (3) OF THE PAPU CONVENTION (Revised in 2018), and also, in line with Article 1 of the Rules of Procedure of the Administrative Council of the Union, THAT the 42<sup>nd</sup> Ordinary Session of the Pan African Postal Union Administrative Council will be held at the seat of the Union, the Union's Headquarters in Arusha, United Republic of Tanzania commencing with Administrative and Technical Committee Meetings on 3<sup>rd</sup> June 2024 and followed by the Council Ordinary Session Meeting from 11<sup>th</sup> to 12<sup>th</sup> June 2024 to transact its business.
2. The PAPU Administrative Council consists of the following twenty-three (23) Member States:
  - **Central Africa:** Burundi, Cameroon, and the Democratic Republic of Congo;
  - **Eastern Africa:** Ethiopia, Kenya, Madagascar, Sudan, and United Republic of Tanzania;
  - **Northern Africa:** Algeria, Morocco, and Tunisia;
  - **Western Africa:** Benin, Burkina Faso, Côte d'Ivoire, Niger, Nigeria, and Senegal;
  - **Southern Africa:** Botswana, Eswatini, Malawi, Namibia, Zambia, and Zimbabwe.
3. The Session will commence with the installation of the Incoming Bureau that will take over from the following outgoing Bureau Member States:

**3.1 Outgoing Bureau**

Chairperson	:	Democratic Republic of the Congo (Central);
1 <sup>st</sup> Vice Chairperson	:	Ethiopia (East);
2 <sup>nd</sup> Vice Chairperson	:	Morocco (North);
Rapporteurs	:	Eswatini and Benin (South and West);
Secretariat	:	General Secretariat

4. The Ordinary Session will observe the following Working Hours

MORNING	:	10.00 (EAT)
LUNCH	:	13.00 (EAT)
AFTERNOON TEA	:	15.30 (EAT)

5. In line with Article 9.2 of the PAPU Detailed Regulations of the Convention and Article 2 of the Rules of Procedure of the Administrative Council of the Union, the following will constitute the Agenda items subject to adoption by the Council:

- a) Opening Session
  - i. PAPU Administrative Council Chairman
  - ii. PAPU Secretary General
- b) Confirmation of the Quorum;
- c) Meeting of Heads of Delegation of the PAPU Administrative Council Members;
- d) Election and Installation of the Bureau;
- e) Report of the Chairman of Administrative Council;
- f) Remarks by the incoming Chairperson;
- g) Adoption of the Agenda and Work Programme;
- h) Consider and adopt the Report on Implementation of Resolutions and Decisions of the 41<sup>st</sup> Administrative Council Ordinary Session;
- i) Goodwill Messages by PAPU Strategic Partners;
- j) Consider and adopt the Annual Report on the Activities of the General Secretariat of the Union;
- k) Consider and adopt Technical and Administrative Committee Reports and Recommendations; as well as Forums' Reports:
  - i. Committee 1: Operations and Technology;
  - ii. Committee 2: Finance and Administration;
  - iii. Committee 3: Policy and Regulation;
  - iv. Committee 4: Strategy;
  - v. African Postal CEOs' Forum;
  - vi. African Postal Regulators' Forum.
- l) Consider and approve the External Auditor's Report on the Financial Statements of the Union for the year ended 31<sup>st</sup> May 2023;

- m) Date and Venue of the 43<sup>rd</sup> Ordinary Session of the Administrative Council;
- n) Any other business;
- o) Consider and adopt the 42<sup>nd</sup> Ordinary Session Decisions, Resolutions, and Recommendations;
- p) Final Communiqué;
- q) Vote of Thanks;
- r) Closing.

**By Order of the Administrative Council,**



**Dr. Sifundo Chief Moyo**  
**Secretary General**



---

Telephone  
Téléphone  
255 27 2543263  
255 27 2543265

Address/Adresse  
Plot 114, Block Z  
Golf Course, Sekel Ward  
P.O Box 6026, Arusha 23190  
United Republic of Tanzania  
République unie de Tanzanie

Website  
Site Web  
[www.upap-papu.africa](http://www.upap-papu.africa)

E-mail Address  
Adresse E-mail  
[sc@papu.co.tz](mailto:sc@papu.co.tz)



**42<sup>ND</sup> ORDINARY SESSION OF THE PAFU ADMINISTRATIVE COUNCIL, ADMINISTRATIVE AND TECHNICAL COMMITTEE MEETINGS  
AND UPU STRATEGY DEVELOPMENT REGIONAL ROUND TABLE FOR AFRICA  
ARUSHA, TANZANIA, 03<sup>RD</sup> TO 14<sup>TH</sup> JUNE 2024**

**SCHEDULE OF MEETINGS**

No.	Session	Dates	Number of sessions per day	Number of days
1.	<u>Administrative and Technical Committee Meetings:</u> i Operations and Technology; and Policy and Regulation ii Finance and Administration; and Postal Strategy	<u>03 to 06 June:</u> 03 – 04 June 05 – 06 June	2	4
2.	<u>Tabling and Adoption of Committee Reports:</u> i Operations and Technology; and Policy and Regulation ii Finance and Administration; and Postal Strategy	<u>07 June:</u> Morning Afternoon	2	1
3.	<u>Postal Fora:</u> i African Postal CEOs' Forum ii African Postal Regulators' Forum	<u>10 June:</u> Morning Afternoon	2	1
4.	Plenary of the Ordinary Session of the Administrative Council	<u>11 to 12 June</u>	2	2
5.	UPU Strategy Development Regional Round Table for Africa	<u>13 to 14 June</u>	2	2
<b>Total number of days, including weekends</b>		<b>12 days</b>		

**NB:** All Meetings will have simultaneous interpretations of English and French languages.

Telephone  
Téléphone  
255 27 2543263  
255 27 2543265

Address/Adresse  
Plot 114, Block Z  
Golf Course, Sekei Ward  
P.O Box 6026, Arusha 23190  
United Republic of Tanzania  
République unie de Tanzanie

Website  
Site Web  
[www.upap-papu.africa](http://www.upap-papu.africa)

E-mail Address  
Adresse E-mail  
[sc@papu.co.tz](mailto:sc@papu.co.tz)