

## AIST General Meeting

16<sup>th</sup> of November 2012 14.30

### Minutes

#### Member countries

<p><b><u>Present (20)</u></b></p> <p>Benin          Burkina Faso          Cameroon          The Central African Republic          The Comoros          Congo          France          Gabon          Ivory Coast          Kuwait          Madagascar          Mali          Mauritania          Morocco          Niger          Senegal          Serbia          Tunisia          Togo          Vietnam</p>	<p><b><u>Represented by proxies (3)</u></b></p> <p>Hungary          Slovenia          Ukraine</p> <p><b><u>Observers (2)</u></b></p> <p>The Democratic Republic of the Congo          Russia</p>
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The General Meeting was held on the 16th of November 2012 in the Conference Room of the Russelior Hotel, in Hammamet, Tunisia.

The AIST president, Mr. Bernard LIMAL representing France, opens the General Meeting at 14.30 and thanks all participants. He checks whether the quorum is reached, and then passes on to the inventory of proxies sent to the Secretary General: thus Hungary appointed Tunisia, Slovenia chose France to be its agent and Ukraine delegated Morocco.

After a brief reminder of rules related to Statute amendment, of voting methods and of decisions taken at the previous General Meeting in Kiev, M. LIMAL presents the agenda of the current General Meeting, i.e.:

- Activity Report for 2011-2012
- Provisional financial report for 2011-2012 and Statutory Auditor's report



Issues tackled by the Executive Board  
Association governance reform  
Subscription policy  
Website overhaul  
Appointment of the Statutory Auditor  
Prospects for 2013  
Date of the 2013 General Meeting and location of the following annual seminars  
Organizing a second seminar  
Call for applications related to hosting future events  
Additional actions  
Executive board renewal  
Miscellaneous

All items on the agenda were already tackled in a preliminary paper for the General Meeting, drawn up and sent by the general secretariat to members on the 15<sup>th</sup> of October 2012.

### **I) Activity report**

The AIST Secretary General presents the activity report for 2011 – 2012, to be found annexed to these minutes (annex no. 1). He underlines the success of the previous two seminars, held in Kiev and Kinshasa. He also speaks about the Executive Board's meeting within which a Statute amendment, to be found also on the agenda of the current General Meeting, was suggested. The Secretary General briefly delineates this proposal (governance improvement, improved cooperation with the general secretariat, more frequent renewal of the Executive Board, enlargement – by one member – of the Executive Board, etc.).

The activities carried out by the general secretariat for the website overhaul are then mentioned. This new website, revealed at the closing of the annual seminar, gained the General Meeting's full approval.

In the end, the Secretary General spoke about adhesions and enlargement prospects for the association.

### **II) Provisional financial report for 2011-2012 and Statutory Auditor's report**

After a brief reminder of changes in the subscription policy adopted within the Kiev General Meeting, the Secretary General presents the financial report that was previously sent to all members (annex no.2). The report emphasizes the strong impact this new subscription policy has on the association's balance and on its future activity prospects.

The Statutory Auditor, Jacques ORTET, certifies, after having cross-checked the documents and the book entries, a good, precise and sincere bookkeeping until the 31<sup>st</sup> of August 2012.

Mr. SARR (Senegal) would like to be given more details on the amount spent for a denied payment to a supplier. The Secretary General explains that the bank charged a transaction it denied with the amount of € 30.

Mr. LOUNDOU (Congo) inquires with respect to the payment of subscription and points towards a country such as France, which is not to be found on the list of member countries that paid their subscription.

The French representative explains that this is generated by a technical problem, i.e. the absence of the identification number (SIRET N°) of AIST and that the situation shall soon be sorted out since the association has already taken steps in order to obtain this identification number.



Resolution n°1 with respect to approval of the financial statements is unanimously passed.

### **Resolution n° 1:**

The General Meeting approves the 2011-2012 provisional financial statements as of August 31<sup>st</sup> 2012, as shown in the provisional financial report.

### **III) Issues tackled by the Executive Board**

#### **a) Association governance reform**

The President first explains the rationale behind the Board's proposal - submitted to the General Meeting - for statute amendment. The Board noticed that the current functioning of the association's governing bodies does not allow for the involvement of sufficient members. The amendment thus aims at rendering the association's governance more efficient. How? By allowing for a more frequent renewal of seats within the board, and at the same time by granting stability to structure with the appointment of two permanent members: France - very involved in the association's activity and Morocco – founding country of AIST. Among others, this amendment emphasizes the role of the country organizing the annual seminar, since the respective country is given the one-year presidency of the association; something which shall lead to better cooperation with the secretariat. Moreover, the statute amendment entails a greater participation of countries in the executive bodies. Thus, the number of board members shall be increased to 7 and there is as well the possibility to invite other members to the meetings of the Executive Board.

Mr. ROBIMANANA (Madagascar) asks for an explanation on why France and Morocco are to be appointed permanent members since Madagascar, for instance, is also to be counted among the founding members of the association, the latter having hosted the General Meeting that set up the organization in 2006.

The President reminds that the initiative for setting up the association was Moroccan: Mr. Saïd IBRAHIMI, back then General Director of the Treasury in the Kingdom of Morocco came to Paris to present his idea to the French General Director of Public Accounting who decided to support the proposal and called up for a working group in order to define the association's activity framework.

Mr. ROBIMANANA (Madagascar) suggests that it is not a favorable moment for such a change: for the board to be renewed while France and Morocco need to leave the respective body.

The President explains that in the framework of the current Statute, France and Morocco can ask for another mandate and that the amendment stems from the will to improve governance. Permanent members stand for a strong commitment, leaning on the association's history.

Mr. SARR expresses the same concerns as Mr. ROBIMANANA and claims to not fully grasp the difference between founding member and permanent member. The strong logistic support France grants could back the choice for France, which is not the case for Morocco. He suggests thus to preserve the current Statute and to pass an unwritten rule that would acknowledge the driving force role of the two countries within the association.

The President comes back to the historical criterion, a must have for the status of permanent member. He then suggests, on the contrary, to have the Statute as proposed by the Executive Board and to pass an unwritten rule according to which this amendment should be discussed anew within another General Meeting in order to assess its impact.



Mr. ABOUEM (Cameroon) proposes to include Madagascar as well on the list of permanent members of the association, which shall thus comprise 3 such members.

The President asks whether Madagascar wishes to become a permanent member and reminds that Madagascar asked for its exclusion from the Executive Board because its geographic remoteness.

Mr. ROBIMANANA points out that the question he raised is fundamental for how the association is run and reminds that all members should be treated equally, although France hosts the general secretariat and spends important resources in order to support the association's activity.

Mr. BENSOUDA (Morocco) discerns three elements in the above-mentioned question. First, from a political viewpoint, Madagascar's question is pertinent and it should be debated. Then, legally, equality is granted by the Statute to all association members. And thirdly, from the point of view of the management of the association, this proposal for reform is meant to support the development of the association by offering it the means for progress. And, he gives the example of CREDAF which, with this statute of permanent member currently organizes 7 events per year.

The President points out that an increase in the number of permanent members shall have a negative impact on the renewal of the Board. He also mentions consequences on the functioning of the Executive Board and reminds that the amendment proposal stemmed from the call for a better balance and its purpose is not to appoint a « *Primus inter pares* ».

M. AMADOU (Togo) inquires, given the context, on the efficacy of appointing two permanent members.

The President remarks that the status of permanent member is not intended to generate privileges, but on the contrary, it is a long term commitment for AIST with respect to resources granted to the association. This status represents thus an additional burden.

M. ROBIMANA asks whether a veto over the status of permanent member shall entail a withdrawal of the French support of AIST.

The President explains that France has no intention to pull out and that the proposal is first and foremost inspired from other prolific experiences, especially that of CREDAF.

Following this discussion, resolution no 2 on amendments of article 14 (of the Statute) and article 15 (of Rules and Regulations) is unanimously adopted.

### **Resolution n° 2:**

Article 14 of the Statute of the Association is amended as follows:

#### **Article 14 (Statute)**

*"The Board shall meet at least once a year, upon convocation from its President. It shall rule by majority of votes."*

Article 15 of the Rules and Regulations of the Association is amended as follows:

#### **Article 15 (Rule and Regulations)**

*"The Executive Board is tasked with setting the final agenda of the General Meeting. It rules on all requests for the inclusion of additional items."*



*The Executive Board meets in keeping with the conditions laid down in article 14 of the Statute. Meetings are held on the first Monday of June in a location agreed upon in the previous meeting. Executive Board meetings may be held in conference call form."*

Resolution no. 3 is adopted as follows: articles 11 and 13 (of the Statute) are adopted with unanimity minus one vote (Madagascar) and one abstention (Senegal); article 15 (of Rules and Regulations) is adopted with unanimity.

### **Resolution n° 3:**

The Statute of the Association is amended as follows:

#### **SECTION II: THE PRESIDENT OF THE ASSOCIATION**

##### **Article 11**

*The President of the Association is the head of the institution ensuring, in cooperation with the General Secretary, the organization of the following annual seminar. He/She will take office immediately after the annual General Meeting.*

*The two Vice-presidents are the heads of the institutions having hosted the seminar in the previous year and in the current year respectively.*

#### **SECTION III: THE EXECUTIVE BOARD**

##### **Article 13**

*The Executive Board shall consist of the President, the two Vice-presidents and four Administrators appointed by the General Meeting among the heads of member institutions of the Association. The members of the Executive Board can be re-elected for several terms in office.*

*The two founding members, Morocco and France, shall have permanent seats within the Executive Board.*

*The configuration of the Executive Board will reflect as much as possible the geographical diversity of its membership.*

*The responsibilities of the Executive Board are:*

- a) to examine all proposals to be included on the agenda of the General Meeting ;*
- b) to present to the General Meeting the Association's activity program and budget prepared by the General Secretary ;*
- c) to present to the General Meeting a financial report of the Association ;*
- d) to organize an information centre on topics related to Treasury services and disseminate the aforementioned information by appropriate means ;*
- e) to provide a base for comparative studies on Treasury services, and, by means of its publications, an international research and debates forum on reforms regarding the management of Treasury services ;*
- f) to organize international events ;*
- g) to assist the General Secretary in carrying out the decisions of the General Meeting.*

The Rules and Regulations of the Association are amended as follows:



### **Article 15**

*The Executive Board is tasked with setting the final agenda of the General Meeting. It rules on all requests for the inclusion of additional items.*

*The Executive Board meets in keeping with the conditions laid down in article 14 of the Statute. Meetings are held on the first Monday of June in a location agreed upon in the previous meeting.*

*Executive Board meetings may be held in conference call form.*

*A maximum of three members of the Association not sitting in the Executive Board may be invited to Board meetings, for advisory purposes, by the President or the General Secretary.*

### b) Subscription Policy

The Secretary General reminds that following the subscription increase established at the previous General Meeting, the Executive Board wished to clarify the situation of members behind with subscription payments. Thus the Board suggest the rights of members having failed to pay their subscription for two consecutive years be suspended by decision of the General Meeting.

Mr. ONGOIBA (Mali) proposes not to adopt this resolution at this point, given the youthfulness of the association.

The President explains to the Malian representative that the aforementioned provision of the Statute is only a possibility and it does not entail automatic sanctions.

Mr. BAMBONE (Burkina Faso) proposes an amendment to the 2<sup>nd</sup> paragraph in article 5 of the Statute that would thus state as follows: *“The rights granted to Association members by means of the present Statute may be suspended failing payment for two consecutive years of the subscription specified in article 6 below. Moreover, upon decision of the General Meeting membership of the association may be terminated.”*

Resolution n°4 is unanimously adopted with the amendment suggested by Burkina Faso.

### **Resolution n° 4:**

Article 5 of AIST Statute of Association is amended as follows:

#### **Article 5**

*“Membership to the Association is granted by the Executive Board, responsible for ruling on applications for admission, to anybody or legal entity having made such a request. Admissions are confirmed within the General Meeting of the Association, after consultation of the members.*

*The rights granted to Association members by means of the present Statute may be suspended failing payment for two consecutive years of the subscription specified in article 6 below. Moreover, membership of the association may be terminated by a decision of the General Meeting.*

*By joining the Association, members undertake to observe the Statute of the Association and its Rules and Regulations, to cooperate in order to support the association achieve its objectives, to facilitate practice exchanges, and pay their annual subscription.”*

### c) Modification of the Registered Office of the Association

Since the General Secretariat has relocated its office, the new registered office should be stipulated in the Statute.

Resolution n° 5 is unanimously adopted.



### **Resolution n° 5:**

Article 2 is amended as follows:

*“The registered office of the Association is located at 86 Allée de Bercy 75012 Paris.*

*The registered office may be relocated upon absolute majority decision of the General Meeting.”*

#### d) Website Overhaul

During the conference that preceded the General Meeting, the Secretary General made a comprehensive presentation of the new AIST website, all the participants endorsing the proposal.

No additional question related to the aforementioned presentation was raised during the General Meeting.

#### **IV) Appointment of the Statutory Auditor**

As Mr. Jacques ORTET’s term in office as Statutory Auditor will end upon this General Meeting, the Board proposes that Mr. ORTET be prolonged in this office for another two years.

Resolution n°6 is unanimously adopted.

### **Resolution n° 6:**

The term in office for Mr. Jacques ORTET as Statutory Auditor of AIST is extended as of the date of this General Meeting until the end of 2014 financial year.

#### **V) Prospects for 2013**

##### a) Date of the 2013 General Meeting and location of the following annual seminars

The Secretary General points out that the association received in December 2011 an official application from the Ivory Coast Economy and Finance ministry to organize and host the 2013 annual seminar and General Meeting of the Association.

The application is welcomed by the Meeting and resolution n°7 is unanimously adopted.

### **Resolution n° 7:**

Ivory Coast is designated to organize the conference and the annual seminar. These events organized in cooperation with General Secretariat will be held during the second semester of 2013, on a date that will be determined by the Executive Board and Ivory Coast.

##### b) Organization of a second seminar

The Secretary General suggests to have a second yearly event, more specifically a thematic seminar similar to the one held this year in Kinshasa. However unlike the one Kinshasa, thematic seminars will be open exclusively to AIST members. In order to maintain a balance, it could be held in the first semester of 2013.

Mr. ABOUEM proposes that the seminar focuses on more technical, specific topics and targets specialist civil servants so as to replenish the public sector’s staffing capacities.



The President welcomes the proposal that reinforces the association's actions aimed at public sector staff called to fill top ranking positions.

Mr. KARIDIO (Niger) proposes that the choice of participants be left to member countries depending on the topic.

The President completely agrees and suggests that at these seminars each country should be represented by a high-ranking official and a highly capable member of the personnel.

The Secretary General reminds that in the case of CREDAF the number of participants is fixed at two per country and that delegations are often made up of such a duo. He adds that the increase in subscriptions as decided in Kiev will allow the association to cover the expenses incurred by the two delegates per country provided that the respective country is not behind with subscription payment.

Resolution n°8 is unanimously adopted.

### **Resolution n° 8:**

The General Meeting approves the organization of a thematic seminar during the first semester of 2013. Beforehand the Secretary General will request AIST members to submit proposals for topics. Following their examination, it will submit to the Executive Board a project covering at least two propositions. The Board, requested to reply by e-mail, will decide on the topic of the seminar.

#### **c) Call for applications to host future events**

The Secretary General makes a call for applications related to future actions and recalls that applications to host subsequent seminars can also be submitted to the General Secretariat right after the General Meeting.

The Secretary General points out that the Association received from the Ivory Coast Economy and Finance Ministry their application to host the next annual conference in 2013.

Then the Secretary General informs the General Meeting about the official application submitted by Madagascar for hosting the annual conference in 2015. The General Meeting welcomes the proposal.

Mr. ROBIMANANA mentions that for parity purposes he had proposed Madagascar's application for hosting the conference in 2015, but failing a candidate for 2014, his country would like to apply for organizing the seminar in 2014.

Mr. BENSOUA proposes Morocco for hosting the thematic seminar in 2013 in the event that no other country submits an application to this end.

The President calls on members to put forward to the General Secretariat proposals for topics to be approached at the following seminars.

Mr. BALLATY (Mauritania) suggests tackling the topic of "tele-clearing and card payments".

Mr. ROBIMANANA proposes to extend the suggested topic and to discuss about the "dematerialization of financial processes".

Mr. AMADOU puts forward a topic on the Treasury services "raising funds on markets".





Mr. BENSOUA, on behalf of Ukraine, suggested the following subjects:

- Public sector accounts consolidation;
- Control authorities within Treasury services ;
- Cash management in the framework of a Treasury Single Account.

France with the voice of the Association's President proposes topics related to the "local public sector" and "accounting standards for the public sector".

Mr. ABOUEM mentions that the subjects related to the local public sector are extremely relevant with respect to the accounting reform being carried out in African countries.

Mr. BENSOUA sums up the suggestions made so far. In fact, with respect to the public sector, both the topics of accounting standards and account consolidation can be touched upon.

The President reminds that after the current General Meeting members can submit their proposals for topics to the General Secretariat.

He suggests that the event organized annually in the context of the General Meeting be called "conference" and that the annual thematic event be called "seminar" so as to make a distinction between the two.

#### d) Additional actions

In keeping up with previous discussions, the Secretary General points out that the success of future actions relies heavily on gathering information about the state of things in each country with respect to the topics approached as this would enable preliminary benchmarking. This is why he suggests that every event be preceded by the drafting of a questionnaire on the selected topic that would be subsequently summed up and analyzed by the General Secretariat and made available to members via the association's website.

Furthermore the Secretary General adds that he envisages entrusting the drafting of an in-depth study on the role of Treasury Services, which are AIIST members, in relation to local governments to a student engaged in a two-year masters' program.

The aforementioned initiatives are welcomed by the General Meeting and resolutions 9 and 10 are unanimously adopted.

#### **Resolution n° 9:**

The General Secretariat is tasked with drafting a benchmarking questionnaire prior to every event of the Association. AIIST member countries have to reply within deadlines the Secretary General has determined.

#### **Resolution n° 10:**

The Secretary General is authorized to propose an internship to a student in order to lead in 2013 a comparative study on the relationship between AIIST members and local governments.

#### **VI) Executive board renewal**

The President states that the term of the Executive board elected in Ljubljana in 2010 expires and that considering the recent amendments related to the designation of Executive Board members, two seats



are up for the vote of the current General Meeting. Hungary indicated it would not stand for another term, and on the other hand, Gabon would like to take up a second administrator term in order to continue to assist the implementation of the association's new governance system.

France, on behalf of Slovenia, remarks that the latter would like to stand for the other vacant administrator seat.

Gabon and Slovenia are unanimously elected.

Thus the new Executive Board is made up of:

President: **Ivory Coast**

Vice-president: **Tunisia**

Vice-president: **Ukraine**

Administrators: **France, Gabon, Morocco, Slovenia**

## **VII) Miscellaneous**

Mr. ROBIMANANA would like to call to mind the tragic assassination of Mrs. Aïssata BOIRO, Director of the Guinea National Treasury Services, and pays tribute to her fight against corruption. He insists on the involvement of all AIST members in this respect and would like that a statement on behalf of the association denouncing the assassination and paying homage to Mrs. BOIRO be published on AIST's website.

The proposal is adopted.

Mr. LAMIEL (Democratic Republic of the Congo), despite its observer status, would like to reply to Mr. ROBIMANANA's proposal, indicating that all the topics approached within AIST are completely coherent with Mrs. BOIRO's fight. Furthermore, he would like that communication actions be strengthened.

The Secretary General details communication actions undertaken by AIST. He explains that a press kit accompanies every AIST event and that the latter are widely covered by local media. For instance, in Tunisia three interviews were given and numerous newspapers covered the seminar. Similarly, in Kinshasa, several interviews were aired by radio and TV stations and papers featured many articles related to the seminar.

The Secretary General comes back to the topic of applications for hosting future events as not many firm expressions of interest were voiced during round table talks. He explains that during informal talks all along the seminar several countries expressed their interest, but that such an engagement needed a hierarchical endorsement. Thus he invites these countries to initiate the respective steps as soon as possible and adds that the terms of reference stipulating the share of tasks and expenses between AIST and the hosting country is at their disposal.

As the General Meeting is close to its end, the incumbent president invites Mr. KONE (Ivory Coast) to take over the chairmanship of the Meeting. The reins of the Association were handed over as participants applauded. Mr. KONE solemnly underlined the importance of the task assigned and his readiness to assume all related responsibilities.

Since all the points on the agenda have been tackled with and no additional questions have been raised by participants, the new president thanks the attendees and winds up the meeting at 16:30.

## The General Meeting held on Friday, November 16<sup>th</sup> 2012

### Activity report for 2011 - 2012

#### 1/ Meetings of the Executive Board

The Board meeting was held on June 4<sup>th</sup> 2012 in Paris, pursuant to the dates specified in the Rules and Regulations of the Association.

Member countries having attended the meeting: France, Gabon, Morocco, Tunisia, Ukraine and the Secretary General. Hungary was excused.

Minutes were sent to all members.

#### 2/ Actions performed

##### ➤ 2011 - *The seminar in Kiev*

AiST organized its 5<sup>th</sup> international seminar in Kiev, Ukraine, on the 10<sup>th</sup> and 11<sup>th</sup> of November, in cooperation with the Ukrainian State Treasury whose quality of hospitality and support need to be pinpointed.

75 participants representing more than thirty countries and international organizations attended the seminar that focused on the topic of public spending effectiveness and the accountability of public sector accountants. Debates benefited from the valuable input of representatives of member countries and of international organizations (IMF, World Bank, IPSAS Board).

##### ➤ 2012

In 2012, the Association focused two types of priority actions:

- i) organizing a thematic seminar in Kinshasa, in the Democratic Republic of the Congo (DRC) and
- ii) organizing the annual seminar of the Association in Hammamet, Tunisia.

##### - **The thematic seminar in Kinshasa.**

The seminar taking place in Kinshasa between the 17<sup>th</sup> and the 19<sup>th</sup> of September 2012 was organized in cooperation with the Meeting and Studies Centre for Fiscal Administrations Leaders (Centre de Rencontres et d'Etudes des Dirigeants des Administrations fiscales - CREDAF) and the Finance Ministry of the Democratic Republic of the Congo (Directorate-General for Taxation, Treasury Service and State Accounting Service).

The topic chosen referred to the "modernization of the tax collection system" and was approached during the plenary sessions moderated by two high-level experts - Mr. OBAID, from the General Treasury of the Kingdom of Morocco, and Mr. MARTINEZ, from the Directorate-General for Public Finance in France -, and during workshops.

Other countries also presented their practices during plenary sessions followed by debates with the delegates: Directorate-General for Taxation from DRC talked about the "respect of taxpayers' rights in the framework of collection actions"; Directorate-General for State Accounting from Ivory Coast referred to the "improvement of tax collection and discharge proceedings". Tunisia had prepared a joint account of General-Directorate for State Accounting and Collection and Directorate-General of Taxation, but last minute issues prevented them from coming to Kinshasa.



Although not all AIST member countries hold responsibilities in the field of collection, the seminar was highly successful benefiting from the attendance of 60 representatives out of which 45% were AIST member countries. Debates were quite vivid with a high commitment of the delegates that used to stay late in order to wrap up the summaries of the workshops.

The talks between CREDAF and AIST member institutions were particularly rich.

A summary paper comprising the conclusions of the different talks as well as guidelines and recommendations put forward by participants will be drafted.

AIST thanks the Democratic Republic of the Congo for its excellent hospitality and expertise of its organization committee.

#### **- Organizing the annual seminar**

On the 4<sup>th</sup> of June 2012 the Executive Board upon talks with Tunisia decided that the city of Hammamet would host the 6th seminar of our association. Consequently the General Secretary and a project manager within AIST went to Tunisia on a preparatory mission.

They were very warmly received in Tunis by Mr. DACHRAOUI, Director General for State Accounting and Tax Collection and his team. A meeting was held for the detailed examination of the terms of reference previously set out by the General Secretariat.

Afterwards, accompanied by Mrs. GUEDDICHE, head of the organization committee, they made a tour of several hotels in Hammamet and met several technical service providers.

Choices were made upon talks between Mr. DACHRAOUI, Mrs. GUEDDICHE and the General Secretariat.

### **3/ AIST governance reform**

The Executive Board that met on June 4<sup>th</sup> 2012 in Paris adopted a statute amendment proposal aimed at streamlining the Association's governance (see Appendix 4). The purpose of the proposal is to define the underlying mechanism with respect to the appointment of board members, in order to meet three objectives :

- allow for a more frequent renewal of roles, particularly by setting up a rotation mechanism for presidents, vice-presidents and administrators whose total number will increase from 6 to 7 ;
- promote the countries hosting the annual seminar;
- ensure stability of the board by appointing two permanent members, Morocco and France, both founding members of AIST and quite involved in the day to day activity of the Association and that of the General Secretariat.

### **4/ Communications**

The web-site [www.aist-tresor.com](http://www.aist-tresor.com) is currently the main medium for the Association's internal and external communications.

Following the previous meeting of the Executive Board, upon proposal of the General Secretary, a website overhaul was decided.

Since the previous website had little interactive features and relied on outdated technology, having a new website appears necessary. Furthermore, the new website will be divided in two areas – a public area that will include all the relevant information underscoring AIST's actions and a member's area that will include mainly documents related to the management of the Association, reference documents available online and a forum that will allow members to share information and contents.

Starting now all input from members that would contribute to the website is called for and welcome.



## 5/ Enlargement of the association

In line with the enlargement strategy adopted by the General Meeting in 2010, the General Secretariat has established contacts with institutions from various countries.

During their previous meeting, the members of the Executive Board undertook to contact their neighbouring countries.

Moreover, in 2012 relationships with several international organizations (the World Bank, the International Monetary Fund, the Organization for Economic Cooperation and Development, West African Economic and Monetary Union) were strengthened and developed. Invitations to the annual seminar were also sent to some regional associations comprising treasury services from countries in Asia and Southern and Eastern Africa.

All these initiatives helped to increase the Association's fame. This approach shall be continued in order to increase the number of regular members and, thus, develop communication and shared experience.

On the date of the General Meeting, 19 member countries of the Association are up-to-date with payment of their 2012 subscription (ongoing payments not included). Consequently, the number of members paying their subscription is relatively stable.

	2007	2008	2009	2010	2011	2012
Number of countries having paid their subscription	15	20	20	20	22	19

The list of countries having paid their 2012 subscription: Benin, Burkina Faso, Cameroon, Comoros, Congo, Gabon, Hungary, Ivory Coast, Kuwait, Lebanon, Madagascar, Mauritania, Morocco, Senegal, Serbia, Slovenia, Tunisia, Togo, Ukraine.

## General Meeting of November 16<sup>th</sup> 2012

### Provisional Financial Report 2011-2012

#### **I - Financial Year**

The International Association of Treasury Services was set up and registered with the Prefecture of Paris on the 22<sup>nd</sup> of July 2006 (publication date in the official journal). A bank account was opened on September 2006 with the Deposits and Consignments Fund (Fr. Caisse des dépôts et consignations) (CDC).

Within the General Meeting held at Kiev on the 11<sup>th</sup> of November 2011, the Association members passed several resolutions, out of which no. 4 and no. 5 were aimed at changing the Association's financial year.

Thus, it was decided that the financial year started on the 1<sup>st</sup> of July 2011 shall end on the 31<sup>st</sup> of December 2012 and that as of the 1<sup>st</sup> of January 2013, the financial year shall match the calendar year.

Consequently, article 20 of the Association's rules and regulations was modified as follows:

#### **Article 20**

*"The Financial Year shall end on the 31<sup>st</sup> of December. In order to allow the Executive Board to submit the financial results to the Statutory Auditors for inspection before the General Meeting, the General Secretary has to send to the President up the 31<sup>st</sup> of March at the latest, the financial statements corresponding to the year that ended on the 31<sup>st</sup> of December."*

Therefore, the 6<sup>th</sup> financial year of the Association starts on the 1<sup>st</sup> of July 2011 and ends on the 31<sup>st</sup> of December 2012.

The current financial report presents the books of the Association until the 31<sup>st</sup> of August 2012.

#### **II - Accounting documents – the 6<sup>th</sup> financial year until the 31<sup>st</sup> of August 2012**

##### **1- Income statement AIST**

The table below presents the income statement (expenses and proceeds) until the 31<sup>st</sup> of August 2012.

<b>Expenses</b>		<b>Proceeds</b>	
Seminar costs	€ 24,116.41	Exceptional proceeds	€ 4,665.88
Payment of third parties	€ 1,040.04	Subscriptions	€ 68,303.04
Travel costs, missions, receipts	€ 747.00	Exchange gain	€ 0.81
Banking services	€ 247.28		
Exchange loss	€ 2.44		
<b>Total</b>	<b>€ 26,153.17</b>	<b>Total</b>	<b>€ 72,969.73</b>
<b>Result</b>	<b>€ 46,816.56</b>		

**The proceeds for the above mentioned period are the equivalent of:**

- subscriptions:

Within the previous General Meeting, held at Kiev on the 11<sup>th</sup> of November 2011, the Association changed its subscription policy. Subscriptions are now calculated according to the contributory power of member countries (established according to GNI per capita). AIST member countries are thus ranked into 6 categories according to their subscription level.

Resolution no.3 adopted at the previous General Meeting stipulates its enforcement mechanism:

*“In order to enforce a new calculation procedure for the subscription, several proposals were made and calculations simulated; out of these, the 1<sup>st</sup> version is approved and the first financial year for its enforcement starts on the 1<sup>st</sup> of July 2011. Should there be an increase in the level of subscription, the respective country shall cover only 50 % of the difference between the current subscription and that corresponding to the new subscription policy for this financial year.*

*The new member states that are granted membership before the 31<sup>st</sup> of December shall benefit from the subscription policy in force until the 30<sup>th</sup> of June 2011.*

*In 2 years' time after the adoption of the 1<sup>st</sup> version, the General Meeting shall discuss possible amendments of the subscription policy”*

Until the 31<sup>st</sup> of August, 16 countries had paid their subscription for the 2012 financial year (that started on the 1<sup>st</sup> of July 2011 and ends on the 31<sup>st</sup> of December 2012) amounting to a total of € 68,303.04.

Until the date when this report was drafted (26<sup>th</sup> of September), 3 more countries paid their 2012 subscription, thus the number of countries having paid their subscription reaching 19.

- exceptional proceeds:

The exceptional proceeds for the period 1<sup>st</sup> of July 2011 – 31<sup>st</sup> of August 2012 result from the reimbursement of accommodation costs made by some participants to the annual AIST seminar held in Kiev on the 10<sup>th</sup> and 11<sup>th</sup> of November 2011.

These reimbursements amount to € 1,763.88.

To this, the sum of € 2,902.00 shall be added, representing the amount due to the document case supplier for the annual seminar held in KIEV. In fact, the payment made by AIST to that supplier was first rejected by the recipient bank.

- exchange gain:

The exchange rate between the Euro and the Ukrainian Hryvnia led to an exchange gain of € 0.81.

**The expenses for the above mentioned period are the equivalent of:**

- seminar costs:

The expenses consist, for the most part, of costs incurred for the organization of the AIST annual seminar held in Kiev on the 10<sup>th</sup> and 11<sup>th</sup> of November 2011 and they amount to € 19,763.08 (preparatory missions, transportation, accommodation, meals, renting of seminar rooms and technical material, interpreting services, document cases bearing the AIST logo, group photo, reception...).



The sum of € 1,287.33 represents the expenses incurred within the preparatory mission for the AIST annual seminar to be held in Hammamet (Tunisia) on the 15<sup>th</sup> and 16<sup>th</sup> of November 2012 (transportation, accommodation and meals).

The sum of € 134.00 represents the accommodation costs for the Moroccan expert who attended the preparatory meeting (held in Paris) for the seminar in the Democratic Republic of the Congo, organized jointly with the CREDAF.

Then, one should add the amount of € 2,932.00 which represents the second attempt of bank transfer, on the 16/12/2011, for the payment of the invoice issued by the document case supplier for the AIST annual seminar in Kiev. The expense was first recorded in our books on the 23/11/2011, then it was returned on the 09/12/2011 (recorded in our books under the heading exceptional proceeds), since the bank transfer was first rejected by the recipient bank.

- payment of third parties:

These expenses represent the hosting of the AIST internet website, supplied by "Orange", i.e. € 165.76, and office supplies (AIST stamp and pens, small office equipment...) amounting to € 141.87.

And, the amount of € 732.41 represents the fee for interpreting services (Hungarian) contracted for the meeting of the AIST Executive Board on the 4<sup>th</sup> of June 2012.

- travel costs, missions and receipts:

The receipts for New Year's reception amount to € 122.36.

The sum of € 608.64 represents the cost of the plane ticket of the General Secretary, for the AIST representation mission he had within the annual conference of General Treasury Services of the Kingdom of Morocco, on the 7<sup>th</sup> and 8<sup>th</sup> of September 2012.

The sum of € 16.00 represents the transportation cost for the General Secretary within the framework of meetings for the designing of the new AIST website.

- banking services:

They amount to € 247.28 (charge for the provision of the account, charge on the debit card, charge on the exchange operations...).

- exchange loss:

The exchange rate between the Euro and the Tunisian dinar led to an exchange loss of € 2.44.

The AIST income statement issued on the 31<sup>st</sup> of August 2012 shows positive earnings of € 46,816.56.

## **2- AIST balance sheet**

The following table presents the financial and property statement of AIST (bank accounts, cash and investment securities) as of the 31<sup>st</sup> of August 2012.



	Balance sheet as of 30.06.2011	Balance sheet as of 31.08.2012
<b>ASSETS</b>		
1- Current assets		
Bank account	€ 23,509.79	€ 70,287.31
Cash	-	€ 39.04
2- Investment securities		
SICAV and FCP MONETAIRES	€ 41,602.10	€ 41,602.10
<b>Total</b>	<b>€ 65,111.89</b>	<b>€ 111,928.45</b>
<b>Liabilities</b>		
1- Retained earnings		
Debit balance	€ 62,093.64	€ 65,111.89
2- Financial result		
Profit	€ 3,018.25	€ 46,816.56
<b>Total</b>	<b>€ 65,111.89</b>	<b>€ 111,928.45</b>

AIST assets and liabilities:

assets:

- credit balance with the bank account opened with the Deposits and Consignments Fund (Fr. Caisse des Dépôts et Consignations) (CDC): € 70,287.31 €,

- cash € 39.04,

- investment securities of € 41,602.10, the current portfolio being made up of :

- 4 FONSIKAV bought on the 30<sup>th</sup> of August 2007 for the unit price of € 4,015.34,
- 3 FONSIKAV bought on the 13<sup>th</sup> of March 2008 for the unit price of € 4,101.36,
- 6 FONSIKAV bought on the 30<sup>th</sup> of March 2009 for the unit price of € 4,256.49,
- sale of 1 FONSIKAV on the 22<sup>nd</sup> of January 2010 for the unit price of € 4,271.60,
- sale of 2 FONSIKAV on the 7<sup>th</sup> of January 2011 for the unit price of € 4,283.71.

As of the 31<sup>st</sup> of August 2012, the unit price of the SICAV is € 4,329.20 consequently the estimated value of the portfolio is € 43,292.00.

The unrealized gains as of the 31<sup>st</sup> of August 2012 amount to € 1,827.09.

liabilities:

- the result as of the 31<sup>st</sup> of August 2012: € 46,816.56,

- and provisions made in the previous financial years amounting to € 65,111.89 according to decisions taken at previous General Meetings.

## APPENDIX: Costs related to the organization of the seminar held in KIEV in 2011

Expenses	Amount
<b>Preparatory mission</b> - accommodation and meals	€ 232.98
<b>HOTEL UKRAINIA</b> - accommodation of AIST members - meals during the seminar - renting of seminar rooms and of technical equipment	€ 12,792.51
<b>Interpreting and technical services</b> - interpreting services Société Missions Cadres in 2 languages (French/English) - renting of technical equipment	€ 1,015.50 € 2,932.00
<b>AIST office supplies</b> - document cases - CD-ROM envelopes - pens	€ 990.00 € 9.90 € 210.50
<b>Group photo</b> - photography	€ 59.65
<b>Travel costs</b> - plane tickets (Secretary General, auditors, and speaker) - taxi (Secretary General)	€ 1,266.95 € 69.50
<b>Meals</b> - meals (Secretary General and project manager) in Kiev, during their stay previous to the opening of the seminar	€ 161.53
<b>Reception</b> - reception held at the AIST headquarters at the end of the seminar	€ 22.06
<b>TOTAL</b>	<b>€ 19,763.08</b>