

ANNUAL REPORT



International Federation of Red Cross and Red Crescent Societies
Fédération Internationale des Sociétés de la Croix-Rouge et du Croissant-Rouge
Federación Internacional de Sociedades de la Cruz Roja y de la Media Luna Roja
الاتحاد الدولي لجمعيات الصليب الأحمر والهلال الأحمر

GABON

31 May 2005

In Brief

Appeal No.: 01.46/2004 – http://www.ifrc.org/cgi/pdf_appeals.pl?annual04/014604.pdf

Appeal target: CHF 415,154 (USD 311,793 or EUR 267,237)

Appeal coverage: 36.7% ([Click here to access the final financial report](#))

Appeal 2005: Gabon no. 05AA037 – http://www.ifrc.org/cgi/pdf_appeals.pl?annual05/05AA037.pdf

This Annual Report reflects activities implemented over a one-year period; they form part of, and are based on, longer-term, multi-year planning. All International Federation assistance seeks to adhere to the Code of Conduct and is committed to the Humanitarian Charter and Minimum Standards in Disaster Response in delivering assistance to the most vulnerable. For support to or for further information concerning Federation programmes or operations in this or other countries, please access the Federation's website at <http://www.ifrc.org>

For further information specifically related to this Annual Appeal please contact:

- **In Gabon:** Agaya Christian, President, Gabonese Red Cross, Libreville; Email agayachr@yahoo.fr; Phone +241.28.66.40
- **In Cameroon:** Daniel Sayi, Federation Acting Head of Central Africa Sub-Regional Office, Yaoundé; Email ifrcm06@ifrc.org; Phone +237..221.74.37; Fax +237.221.74.39
- **In Geneva:** Madeleine Lundberg, Federation Regional Officer for West and Central Africa, Africa Dept.; Email Madeleine.lundberg@ifrc.org; Phone +41.22.730.4335; Fax +41.22.733.0395

Overall analysis of the programme

The Gabonese Red Cross Society¹ embarked on a restructuring process involving a clear separation between governance and the executive, financial transparency, integrity as well as image building. Consequently, the national society strengthened its capacity to provide relief to the community especially to the vulnerable people.

In spite of its past weaknesses in hiring qualified personnel which hindered the national society's development process and programme execution at all levels, there is a renewed determination to achieve sustainable results and consolidate achievements through organisational change. It also plans to replicate the best practices of other national societies in the four main domains of the ARCHI 2010 Strategy.

The Gabonese Red Cross has experienced a series of successes with its strong volunteer support, the electorate and the Federation's Representative in Gabon.

¹ Gabonese Red Cross Society – <http://www.ifrc.org/where/country/check.asp?countryid=69>

Organizational Development

Goal: Build the good governance, programme management, human resources management, as well as the financial and material resources development and management capacities of the Gabonese Red Cross.

Objective 1: By the end of the programme, members of the national executive council (EC) and those of the bureaux of local committees (LC) will have implemented the principles of good governance and management.

The General Assemblies have been organised in all Libreville's sub-divisional LC and other provinces. While Port-Gentil province organised its Assembly in February 2004, the Oyem and Lambaréné provinces were unable to organise theirs due to financial constraints. This is in spite of the fact that the required funds had been transferred to the General Treasury at the end of March 2004.

Objective 2: By the end of the programme, the Gabonese Red Cross will have recruited at least 50% of the qualified and permanent staff needed at its national headquarters.

The Secretary General and five departmental heads (administration and finance, health and social welfare, disaster management, organisational development, and HIV/AIDS) have been recruited; however, they cannot assume their duties until the signing of a ministerial order or presidential decree confirming their appointment to Gabonese Red Cross. This has also made it impractical to organize training since only the Secretary General occasionally visits the headquarters.

Even so, some of the executives had previously received training at the regional level. For instance, the Accountant and the Information/diffusion officer participated in a narrative and financial report writing training seminar. In addition, two national society executives participated in ERDAC² training workshops in Yaoundé and one of them was selected as a member of the regional emergency team. The health and social welfare officer participated in the seminar to evaluate the Central Africa National Red Cross Societies' HIV/AIDS activities.

Objective 3: By the end of the programme, the Gabonese Red Cross will have acquired the equipment and materials needed for the execution of its programmes.

To achieve this objective, the national society not only selected the relevant human, material and financial resource management software but started the process of creating its own website.

The Gabonese Red Cross has temporarily installed the Federation FLIT financial management software to develop its financial procedures manual; the accountant has been trained on its usage. With this renewed zeal, the national society has recorded all its financial transactions from January 2003 to date and purchased other relevant materials such as cash receipt vouchers, requisitions as well as purchase and delivery orders.

Furthermore, the President and Secretary General received training on information management systems: reception, treatment, distribution and classification.

Impact

- The local committee leaders have a better understanding of their responsibilities within the framework of the Gabonese Red Cross's capacity building process. They appreciate the need to collaborate with administrative and community authorities in their respective localities.
- The Executive Council members understand the importance of partner ministries' representatives in the Executive Council. This has enabled the various ministries to play their role as facilitators for national society activities.
- The Gabonese Red Cross has become an important partner of both the government and civil society in the national mechanism of solidarity, first aid and disaster management. The Ministry of Social Affairs invited

² ERDAC - Equipe Régionale de Réponse aux Désastres en Afrique Centrale (Central Africa Regional Disaster Response Team)

Gabon; Annual Appeal no. 01.46/2004; Annual Report

the national society to participate in the development of the law to define the conditions within which a National Relief Plan should be executed (The National Plan of Exposition to risks tabled before the parliament).

- The Gabonese Red Cross also participated in the activities of the national commission for evaluating national disaster prevention and management capacities.

Constraints

- Delay in executing the scheduled activities for 2004 due late subsidies' disbursement affected the secretariat and weakened Gabonese Red Cross credibility.
- Inadequate mastery of financial procedures as well as the poor responsibilities' distribution at the headquarters created mistrust from the state Ministry of Finance.
- Delay in the appointment of civil servants (heads of departments) to the Gabonese Red Cross and inadequate financial and material resources affected programmes' implementation.
- Lack of office equipment at the headquarters and communication facilities (telephone, fax, Internet, etc.) in many local committees renders information management very difficult.

Lessons Learned

- The Gabonese Red Cross governance and management commissions need a functional and effective executive council: the national society's capacity building programme cannot be pursued if this team is not in place. This will also ensure the clear separation of Governance and Management Commissions.
- The Gabonese Red Cross needs a Secretary General experienced in management to pursue its capacity building programme and instil financial prudence
- The problem of the Gabonese Red Cross can be resolved through a meeting with the Head of State or his wife, the Gabonese Red Cross Honorary President.
- Gabonese Red Cross local committees need to be restructured at grassroots level, involving community members and leaders. The present local committees are comprised of teams of 5-10 friends who are members, volunteers and leaders at the same time.
- In addition to restructuring, governmental authorities will need to support national society secretariat operating costs, given the lack of available resources.

Federation Coordination

In its coordination capacity, the Federation's office in Gabon succeeded in restoring the bases for good collaboration between the Gabonese Red Cross and its partners.

The national society reinforced its cooperation with the ICRC in the domains of information/diffusion and family reunion. The Federation's presence in Gabon encouraged the ICRC regional office to invest more in Gabonese Red Cross activities. Consequently, the national society and the Federation received material (computers, printer, and photocopy machine) and financial (operating costs) support.

Following the Federation's intervention, the French Red Cross renewed contacts with Gabonese Red Cross authorities to enhance this national society's management. The Italian Red Cross on the other hand, offered to provide ambulances and send technicians to Libreville to support the national society's project implementation, volunteer training as well as equipment and materials' supply.

International Representation

The Gabonese Vice-President received the Gabonese Red Cross President and the Federation's Representative in Gabon. The occasion provided the forum to explain the Gabonese Red Cross cooperation framework and the nature of the Federation's support to Gabonese Red Cross since March 2003. The officials also solicited government's support in confirming the appointment of the national society's newly recruited executives, refurbishing and equipping the Secretariat as well as increasing state subsidies especially in favour of Gabon's vulnerable population.

Gabon; Annual Appeal no. 01.46/2004; Annual Report

To facilitate Gabonese Red Cross programme execution, the official recommendation is to have an audience with the Head of State. Contacts have been established with UN agencies like UNICEF and UNHCR. The first agency signed a cooperation agreement with the Gabonese Red Cross to carry out HIV/AIDS sensitisation campaigns in some provincial schools.

The original plan by UNHCR to transfer the refugee programme management responsibility to the Gabonese Red Cross has not been implemented. This plan targeted the signing of a contract for CFA 120 million, to include vehicles and materials for the secretariat, by October 2004. However, the poor management of the UNICEF programme and the current crisis caused the UNHCR to seek an alternative partner for the programme.

The Ambassadors' wives Association in Gabon however promised to renew contacts with the national society through the Federation's Representative. The Association identified fields of collaboration and expect the finalisation of the national society's strategic development plan in October 2004.

Earlier, in March 2004, the Gabonese Red Cross President and Secretary General participated in the West and Central Africa National Red Cross and Red Crescent Societies partnership meeting in Accra, Ghana. This enhanced and strengthened cooperation with member national societies and provided the venue for shared knowledge and experiences.

[Final financial report below; click here to return to title page and contact information.](#)

Selected Parameters	
Year/Period	2004/1-2004/12
Appeal	M04AA046
Budget	APPEAL

All figures are in Swiss Francs (CHF)

I. Consolidated Response to Appeal

	Health & Care	Disaster Management	Humanitarian Values	Organisational Development	Coordination & Implementation	TOTAL
Budget (A)	151'588	137'278		126'288		415'154
Opening Balance (B)	0	0		-987		-987
Income						
Cash contributions						
British Red Cross				68'181		68'181
Capacity Building Fund				43'500		43'500
Irish Government				42'000		42'000
Other	0	0				0
Cash contributions (C1)	0	0		153'681		153'681
Reallocations (within appeal or from/to another appeal)						
Irish Government				7'682		7'682
Reallocations (C2)				7'682		7'682
Total Income (C) = SUM(C1..C5)	0	0		161'363		161'363
Total Funding (B + C)	0	0		160'375		160'375

II. Balance of Funds

	Health & Care	Disaster Management	Humanitarian Values	Organisational Development	Coordination & Implementation	TOTAL
Opening Balance (B)	0	0		-987		-987
Income (C)	0	0		161'363		161'363
Expenditure (D)				-160'375		-160'375
Closing Balance (B + C + D)	0	0		-0		-0

Selected Parameters	
Year/Period	2004/1-2004/12
Appeal	M04AA046
Budget	APPEAL

All figures are in Swiss Francs (CHF)

III. Budget Analysis / Breakdown of Expenditure

Account Groups	Budget	Expenditure					TOTAL	Variance
		Health & Care	Disaster Management	Humanitarian Values	Organisational Development	Coordination & Implementation		
	A					B	A - B	
BUDGET (C)		151'588	137'278		126'288	415'154		
Supplies								
Medical & First Aid	17'113						17'113	
Teaching Materials	18'267						18'267	
Utensils & Tools	5'718						5'718	
Total Supplies	41'098						41'098	
Capital Expenditure								
Computers & Telecom	10'000						10'000	
Total Capital Expenditure	10'000						10'000	
Transport & Storage								
Storage				24		24	-24	
Transport & Vehicle Costs	22'703			3'801		3'801	18'902	
Total Transport & Storage	22'703			3'825		3'825	18'878	
Personnel Expenditures								
Delegates Payroll	151'200			60'621		60'621	90'579	
Delegate Benefits				38'806		38'806	-38'806	
Regionally Deployed Staff	15'812						15'812	
National & National Society Staff				6'493		6'493	-6'493	
Total Personnel Expenditures	167'012			105'920		105'920	61'092	
Workshops & Training								
Workshops & Training	75'966			907		907	75'059	
Total Workshops & Training	75'966			907		907	75'059	
General Expenditure								
Travel	15'139			10'040		10'040	5'099	
Information & Public Relation				594		594	-594	
Office Costs	56'251			8'240		8'240	48'011	
Communications				13'425		13'425	-13'425	
Professional Fees				65		65	-65	
Financial Charges				-265		-265	265	
Total General Expenditure	71'390			32'100		32'100	39'290	
Program Support								
Program Support	26'985			10'424		10'424	16'561	
Total Program Support	26'985			10'424		10'424	16'561	
Operational Provisions								
Operational Provisions				7'199		7'199	-7'199	
Total Operational Provisions				7'199		7'199	-7'199	
TOTAL EXPENDITURE (D)	415'154			160'375		160'375	254'779	
VARIANCE (C - D)		151'588	137'278	-34'088		254'779		