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PRIME MINISTER'S OFFICE

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HIGH COMMISSIONER FOR STATE MODERNISATION

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**Department of Decentralisation and Administrative Deconcentration
(DDDA)**



FINAL REPORT

**WORKSHOP ON THE ANALYSIS AND USE OF THE RESULTS OF THE
EVALUATION OF ARCHIVES AND DOCUMENTATION SERVICES
(SAD) SET UP IN LOCAL AUTHORITIES**



September 2025

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INTRODUCTION

In accordance with the work programme of the High Commission for State Modernisation, the workshop to review the results of the evaluation of the Archives and Documentation Services (SAD) set up in thirteen (13) local authorities was held from Thursday 22 to Saturday 24 September 2025 at the RadioTélévision du Niger (RTN) press centre in Dosso.

The evaluation covered a sample of nine (9) local authorities.

The workshop was facilitated thanks to the technical and financial support of Twende Mbele.

The Twende Mbele programme is based on peer learning, with countries such as South Africa, Uganda, Benin, Niger, Kenya, Malawi and Ghana sharing their experiences, tools and practices in monitoring and evaluation to develop more effective systems adapted to the African context.

This important meeting serves as both a forum for discussion and appropriation of the evaluation results and a practical exercise in action planning and sharing of roles and responsibilities for implementing recommendations aimed at improving the process of establishing and operationalising the Archives and Documentation Services.

This report presents the progress of the work, the contributions in terms of deepening the analysis of the current situation of the SADs set up by the HCME, the difficulties and constraints encountered in their operationalisation, but also and above all the recommendations made with a view to sustaining them and strengthening the "archives and documentation management" function in Niger.

I. OBJECTIVES, APPROACH AND WORK PROCESS

In order to provide a framework for the workshop and ensure its consistency, it is essential to recall the objectives, expected results and methodological approach adopted. These elements structure the approach taken and guide the actions to be undertaken.

1.1. General Objective

Contribute to the continuous improvement of the implementation and management of archive and documentation services in municipalities.

1.2. Specific Objective

Analyse the results of the evaluation of the Archives and Documentation Services in the thirteen (13) local authorities in order to develop an action plan and recommendations not only to make the ADS operational but also to optimise the future implementation of these services.

1.3. Expected results

The expected outcomes of the workshop are clear: to validate the root causes of successes and failures, to extract good practices to serve as examples to follow, to define concrete and applicable measures, to produce detailed recommendations, to develop a clear roadmap, and to create a dynamic network for exchanges between stakeholders.

1.4. Methodological approach

The workshop took place over three days, from 9 a.m. to 5 p.m., in accordance with the established Terms of Reference. It was structured around a rigorous methodology, combining collective reflection, critical analysis and the co-construction of solutions. Facilitation by an experienced expert helped to channel discussions, stimulate active participation and ensure the production of relevant and operational deliverables.

The approach adopted was based on the principles of inclusive governance and collective intelligence. By encouraging participants to express themselves freely and engage in constructive debate, it enabled a shared understanding of the findings and recommendations. This participatory dynamic strengthened the commitment of the stakeholders and their willingness to implement reforms in the operationalisation and establishment of future SADs at the local level.

1.5. Progress of the work

The opening ceremony, chaired by the High Commissioner for State Modernisation, **Mr Amadou Saley Oumarou**, set the strategic tone for the workshop. His speech recalled the context in which the Archives and Documentation Services (SAD) were created, following a national assessment, and emphasised the importance of capitalising on the results of the evaluation to drive sustainable transformation of the SAD.

The High Commissioner also praised the technical and institutional support provided by the "*Twende Mbele*" programme, whose ongoing support is an essential lever for strengthening public governance capacities.

The work was structured around several key sequences:

- **Presentation of the results of the evaluation of SADs**, highlighting successes, challenges and regional disparities;
- **Dialogue and strategic reflection sessions**, during which participants formulated concrete and contextualised proposals;
- **Synthesis of contributions**, leading to the development of a roadmap and structured recommendations.

The richness of the workshop also stemmed from the diversity and complementarity of the participants' profiles: managing directors, HCME executives, archival experts, representatives of sectoral ministries, actors from the municipal education sector and regional archive managers.

The participation of actors from the municipal education sector is important because, by encouraging pupils and teachers to use the SADs for their educational and research work, they strengthen the operational capacity and use of these services.

This diversity of representation fostered a fruitful exchange of experiences, the sharing of knowledge and a strong consensus on the priorities to be implemented in order to consolidate and sustain the SADs.



Table at the opening of the workshop

II. REVIEW OF THE RESULTS OF THE SAD EVALUATION

The assessment carried out in nine (9) local authorities provided a comprehensive overview of the functioning of the Archives and Documentation Services (SAD). It revealed contrasting dynamics, with progress in some municipalities, but also persistent structural shortcomings in others. This analysis provides a strategic basis for guiding future reforms, strengthening local capacities and ensuring better integration of SADs into the territorial governance system.

The results obtained reflect a diversity of situations, reflecting disparities in human and material resources, administrative leadership, internal organisation and the involvement of local actors. They also highlight the decisive role of the institutional framework and technical support in the successful implementation of SADs.

2.1. Key findings

The results of this evaluation have identified two categories of important findings: good practices to be promoted and shortcomings to be corrected.

2.1.1. Good practices

In terms of good practices, the following emerged:

The attachment of certain SADs to the Secretary General:

In the local authorities assessed, the attachment of certain SADs to the Secretary General has given them a strategic position within the municipal administration. This arrangement promotes better coordination with other departments, enhances their institutional visibility and facilitates their integration into management and decision-making processes.

Availability of equipment in certain local authorities:

In some local authorities, the equipment made available to them has remained intact. This equipment includes, among other things, shelving, cabinets, computers, photocopiers, scanner equipment, software, etc. This material support, provided by the HCME, demonstrates recognition of the strategic importance of archives in the efficiency and smooth running of local government.



The involvement of local authorities in the process of setting up SADs:

The implementation of SADs in local authorities benefited from local momentum, which helped them adapt to the specific administrative and socio-cultural realities of each municipality. By involving all municipal stakeholders from the earliest stages of the process, SADs have been able to establish their institutional legitimacy and strengthen their roots in local governance structures. This process, driven by municipal stakeholders, has enabled the gradual adoption of the service, which is essential to its sustainability and effectiveness.


Staff commitment of of certain administrators Delegates in the operation of the SAD:

The personal commitment of certain Chief Executives (AD) to the operation of the SADs has been a determining factor in their revitalisation. Through their direct involvement, these managers have supported the staff in charge of the service, facilitated access to the necessary resources and encouraged greater appreciation of the archives within the local administration. Their leadership has made it possible to overcome certain structural shortcomings and improve the efficiency of the service.

The transfer of cultural and historical heritage to the SAD:

The transfer of documents to the Archives and Documentation Services (SAD) by certain holders of cultural and historical heritage has helped to enrich local archival collections.

This voluntary approach promotes the preservation of collective memory, enhances the heritage value of the SAD and facilitates access to documentary resources that are essential for administration and research.

 **The availability and accessibility of information in certain municipalities:**

In some municipalities, the availability and accessibility of information within the SADs has significantly improved administrative management. Thanks to the efficient organisation of document archives and the availability of appropriate equipment, staff can quickly access the necessary data, which facilitates the processing of files, enhances transparency and optimises the functioning of municipal services.

 **Availability of premises:**

In several municipalities, the SADs have premises. Although these spaces do not yet fully meet standards, their existence provides an essential foundation. These premises can be renovated and fitted out in accordance with standards. This effort will provide an optimal environment not only for the preservation of documentary heritage, but also for significantly improving the service provided to users.

 **The existence of databases in some SADs:**

The existence of databases within certain SADs is a major asset for information management. These digital tools make it possible to centralise, structure and efficiently search archived documents, thereby facilitating access to information, the traceability of administrative acts and data security.

 **User satisfaction with SADs in certain municipalities:**

In certain municipalities, users of the Archives and Documentation Services (SAD) express a notable level of satisfaction. This appreciation stems from the quality of the welcome, the availability of documents and the responsiveness of the service, thereby helping to strengthen user confidence and enhance the role of archives in local management.

 **The preservation of cultural and historical heritage recognised as useful:**

The preservation of cultural and historical heritage, carried out by SADs, is widely recognised as a valuable activity. It helps to safeguard collective memory, promote local identity and provide users with access to documentary resources that are essential for knowledge, transparency and development.

 **Technical and material support from the HCME:**

The technical and material support provided by the High Commission for State Modernisation (HCME) has helped to strengthen the capacities of the Archives and Documentation Services (SAD) in the beneficiary municipalities. Thanks to this support, the services have benefited from appropriate equipment and professional support, thereby promoting better organisation of documentary collections and the gradual modernisation of archive management.



2.1.1. Dysfunctions identified by the .

In terms of malfunctions identified, the following emerged:

✚ Limited knowledge of archival law

In several local authorities, SAD managers have limited knowledge of the legislation relating to archives. This legal shortcoming compromises compliance with regulatory obligations, weakens document management practices and exposes structures to administrative and legal risks.

✚ Lack of interest in SADs on the part of some municipal executives:

SADs do not receive the necessary attention from certain municipal executives. This lack of institutional interest hinders the development of the service, limits the allocation of resources and reduces the strategic scope of archives in administrative management.

✚ Failure to comply with the post-employment profile when selecting SAD managers:

In almost all local authorities, the selection of SAD managers does not always comply with the required post-employment profile. This mismatch between the skills of the appointed staff and the requirements of the position compromises the quality of archive management and limits the effectiveness of the service.

✚ Irregular or even lack of monitoring by the HCME and Regional Archives Directorates:

Monitoring of SADs by the High Commission for State Modernisation (HCME) and Regional Archives Directorates remains irregular or even non-existent. This lack of institutional support hinders coordination, limits technical support and compromises the implementation of SADs at national level.

Premises that are dilapidated, cramped and non-compliant with standards:

The premises of SADs within local authorities are dilapidated, cramped and do not comply with archival standards. These critical and unsuitable physical conditions have a twofold major impact: on the one hand, they seriously compromise the secure preservation of documents and, on the other hand, they undermine the quality of service while hindering efforts to modernise and enhance the value of documentary heritage.

Demotivation of SAD managers:

In several communities, SAD managers are observed to be demotivated. This lack of commitment, often linked to a lack of recognition for the service, a lack of specialised training and uninspiring working conditions, limits the effectiveness of the actions undertaken and hinders the functioning of the SAD.

The low visibility of DRS in local authorities:

SADs suffer from low institutional visibility. Their strategic role in information management and the preservation of documentary heritage is often misunderstood or underestimated, which limits their recognition, their access to resources and their integration into administrative dynamics.

Insufficient or lack of regular transfer of documents to SADs:

The transfer of documents to Archives and Documentation Services is insufficient or even non-existent in local authorities. This irregularity compromises the proper maintenance of archives, limits the traceability of administrative acts and weakens institutional memory, thereby reducing the overall effectiveness of the service.

The disparate and inadequate affiliation of SADs in most cases:

SADs are attached to administrative structures in a disparate and often inappropriate manner. This inconsistent institutional positioning limits their visibility, reduces their operational efficiency and hinders their integration into administrative management dynamics.

Loss of archives and little or no data updating:

In several local authorities, there has been a loss of archives and little or no updating of data. This situation is the result of a lack of follow-up in document processing and poor information management, thereby compromising the reliability of archival collections and limiting access to up-to-date data.



✚ **Failure to renew equipment and poor maintenance of equipment:**

The equipment and facilities available in the Archives and Documentation Services in some local authorities are at least ten (10) years old. Due to a lack of regular maintenance and renewal, this (often obsolete) equipment malfunctions, hindering the smooth running of the service. This directly affects the operational performance of the ADS, slows down modernisation efforts and undermines the optimal preservation of documents.

✚ **Failure to comply with standards and procedures in archive management:**

Archive management within local authorities does not comply with established standards and procedures. This non-compliance leads to disorganisation of the document collection, impairs the traceability of information and exposes organisations to legal and administrative risks.

✚ **Lack of digitisation in archive processing:**

In several local authorities, archive processing does not include any digitisation procedures. This lack of digitisation limits access to documents, hinders the modernisation of the service and exposes the collections to the risk of deterioration without any digital backup solution.

✚ **Limited proficiency with IT tools and predominance of manual methods**

The limited proficiency of SAD managers in using IT tools leads to a predominance of manual methods in document processing. This dependence on traditional processes slows down day-to-day operations, reduces the overall efficiency of the service and constitutes a major obstacle to modernisation initiatives.

✚ **Insufficient awareness of the importance of archives:**

In local authorities, Archives and Documentation Services (ADS) do not receive the necessary attention from certain executives. This lack of institutional interest hinders their development, limits the allocation of necessary resources and weakens their strategic scope in administrative management processes.

✚ **Insufficient collaboration between SAD managers and DRAs.**

Collaboration between the heads of Archives and Documentation Services and Regional Archives Directorates (DRA) remains insufficient. This lack of consultation limits the sharing of expertise and weakens the effectiveness of the documentation network.



III. WORKSHOP RECOMMENDATIONS

In order to ensure the effective implementation of the recommendations from the workshop, a clear operational framework should be established, based on three (3) points: the conditions necessary for the operationalisation of existing SADs, strategies for the deployment of future SADs, and the prerequisites for their implementation.

5.1. Operationalisation of existing SAD

In order to make existing SADs operational, a set of concrete and coordinated measures must be implemented:

- Renovate and adapt existing SAD premises to meet architectural standards for archive buildings (space, accessibility, security);
- Provide SADs with managers who have the necessary qualifications in line with standards;

- Equip the SADs with modern and appropriate equipment (microcomputers, scanners, reliable software, furniture);
- Strengthen the capacities of staff responsible for managing SADs;
- Provide a budget line for equipment renewal and the operation of SADs;
- Comply with archiving standards and procedures;
- Establish ongoing and rigorous monitoring with the support of the HCME and Regional Archives Directorates;
- Formalise the administrative position of SADs by attaching them to the Secretary General of the Town Halls;
- Involve local stakeholders, including traditional chiefs, users and partners, in the implementation of SADs;
- Raise awareness among all local stakeholders, including traditional leaders, users and partners, of the importance of SADs;
- Promote the implementation of appropriate digital document management systems.
- Encourage traditional chiefs to deposit historical and cultural archives with the SADs;
- Strictly apply the provisions of Article 16 of the Archives Act and the provisions of the Ordinance on Access to Administrative Documents;
- Secure the SADs.

5.2. New strategy for setting up future SADs

In order to ensure the sustainability and operational success of future SADs, a strategy has been developed. This structured approach is based on the following points:

- Formally gather requirements through an official statement from the local authority;
- Adopt a municipal decree or resolution specifying the creation, organisation and operation of the SAD;
- Identify or construct suitable, secure premises that comply with archival standards.
- Assign or recruit and train competent staff;
- Equip the SAD with appropriate hardware and software;
- Establish a regular monitoring and evaluation system to ensure the sustainability of results;
- Develop an awareness programme for the various municipal stakeholders;
- Establish a framework for collaboration between local authorities and regional archive departments;
- Include the construction or renovation of SAD premises in municipal development plans.

5.3. Prerequisites for setting up a SAD

The implementation of a SAD in a local authority requires that certain essential prerequisites be met, both institutionally and logistically. The main requirements to be considered are as follows:

- Clear expression of political will by the municipal authorities (deliberation, creation decree);
- Availability or acquisition of premises that comply with archiving standards;
- Recruitment or assignment of a manager responsible for running the SAD;

- Development of a clear regulatory and organisational framework integrating the SAD into the municipal council's organisational chart;
- Commitment to provide a specific budget line for the management and renewal of equipment.



Some images from the workshop



CONCLUSION

During this workshop, the work carried out enabled an in-depth participatory analysis and constructive discussions on concrete solutions to the challenges identified during the evaluation. It also resulted in a clear summary of recommendations, their prioritisation, and the development of a precise roadmap for their effective implementation.

Despite certain limitations noted in this evaluation of SADs, the lessons learned provide a solid basis for consolidating achievements, strengthening the institutional framework dedicated to their deployment, optimising technical support for beneficiary local authorities, and improving the overall process of implementing SADs.



In this dynamic, people remain the fundamental pillar of success. It therefore seems essential to pay particular attention to the recruitment and training of SAD managers, while raising awareness among key stakeholders and users of the importance of rigorous archive and documentation management.



APPENDICES

APPENDIX 1: Workshop programme

PROGRAMME

**WORKSHOP ON THE USE OF THE RESULTS OF THE EVALUATION OF ARCHIVES AND
DOCUMENTATION SERVICES IMPLEMENTED IN LOCAL AUTHORITIES
DOSSO, 18 TO 20 SEPTEMBER 2025**

SCHEDULE	ACTIVITIES	ORGANISERS
Day 1		
8:30–9:00 a.m.	Guest check-in	Organisation
09:00 - 09:05	National Anthem	
09:05 - 09:10	Fatiha	
09:10 - 09:25	Remarks by the High Commissioner	High Commissioner
09:25 - 09:35	Introduction of participants	Facilitator
09:35 - 09:45	Presentation and approval of the programme	
09:45 - 09:30	Presentation of the results of the SAD evaluation and questions	DDDA
10:30 a.m. – 10:45	Coffee break	Organisation
10:45 a.m. – 12:00 p.m.	Q&A and discussion on the results of the assessment	Evaluation Team Facilitator
12:00 p.m. - 12:30 p.m.	Presentation of group mandates and discussions	Facilitator DDDA Resource person/HCME
12:30 p.m. - 1:00 p.m.	Formation of working groups and group work	Facilitator Resource person/HCME
1:00 p.m. - 2:30 p.m.	Lunch break/Prayer	Organisation
2:30pm - 4:30pm	Continuation of work	Facilitator Group moderators groups
Day 2		
09:00 – 09:10	Presentation of the daily report	Rapporteurs G
09:10 – 10:30	Continuation of group work	Facilitator
10:30 - 10:45	Coffee break	
10:45 a.m. - 1:00 p.m.	Continuation of group work	Facilitator
1:00 p.m. - 2:30 p.m.	Lunch break/Prayer	
2:30pm – 4:00pm	Continuation of group work	Facilitator
4:00 p.m. - 4:30 p.m.	Prayer break	
4:30pm - 5:30pm	Presentation of group work and discussion	Group rapporteurs group
Day 3		
09:00 – 09:10	Presentation of daily report	Group rapporteurs
09:10 – 10:30	Continuation Presentation of group work and discussions	Group rapporteurs groups
10:30 - 10:45	Coffee break	
10:45 a.m. - 1:00 p.m.	Summary of proceedings, recommendations and roadmap (groups A and B)	Rapporteurs for groups
13:00 - 14:30	Lunch break/Prayer	
2:30 p.m. – 3:30 p.m.	Presentation of the summary of the work followed by discussions	Group rapporteur
3:30 p.m. – 4:15 p.m.	Presentation of recommendations and roadmap followed by discussion	Group rapporteur
4:15 p.m. – 4:30 p.m.	Break Prayer	
4:30 p.m. - 4:45 p.m.	Closing of the workshop	High Commissioner

APPENDIX 2: Summary of recommendations

RECOMMENDATIONS FROM THE WORKSHOP ON THE USE OF THE RESULTS OF THE EVALUATION OF ARCHIVES AND DOCUMENTATION SERVICES IN LOCAL AUTHORITIES

In order to operationalise existing SADs and improve the implementation, modernisation and management of Archives and Documentation Services in Local Authorities, the following recommendations have been made:

To the Chief Executives of Municipalities

1. Operationalise existing SADs
2. Create Archives and Documentation Services (ADS) at the local authority level
3. Adapt existing SAD premises to architectural standards for archive buildings
4. Strengthen the capacities of staff responsible for managing the SAD
5. Provide a budget line for equipment renewal and SAD operations
6. Secure the SADs
7. Encourage traditional leaders to deposit historical and cultural archives with SADs
8. Provide SADs with premises that meet standards
9. Strictly apply the provisions of Article 16 of the Archives Act and the provisions of the Ordinance on Access to Administrative Documents;
10. Provide all SADs with modern and appropriate equipment;
11. Comply with archiving standards and procedures;
12. Maintain equipment and premises;
13. Take into account the construction of SAD premises in the PDCs
14. Attach the SADs to the Secretary General of the Commune

At the HCME

1. Develop a national guide for use by SAD managers
2. Disseminate legislative and regulatory texts on archives
3. Develop a National Archives and Documentation Policy and its action plan
4. Organise a government seminar on archives
5. Raise awareness among all stakeholders of the importance of archives and documentation

To the General Secretariat of the Government

1. Develop and implement a continuous training programme for SAD agents (MI/SP/AT)
2. Develop a programme for the implementation of SADs in local authorities (HCME)
3. Include teaching on legislative and regulatory texts relating to archives and on the importance of documentation and archives in secondary school curricula (MEN and MES)
4. Develop a standard plan for SAD premises (MU/H)
5. Monitor and evaluate SADs with a view to ensuring their long-term viability (SGG and HCME)
6. Establish formal frameworks for dialogue and consultation at regional, departmental and municipal levels with a view to improving the functioning of SADs (MI/SP/AT and SGG)
7. Organise study trips as part of exchanges on good practices in this area (SGG and HCME)
8. Involve the Niger Agency for the Information Society (ANSI) to develop reliable and secure software and the Higher School of Communication and Media Sciences (ESSCOM) (SGG)

ANNEX 3 Roadmap for the operationalisation and improvement of the implementation of SADs

Roadmap for Operationalising and Improving the Implementation of SADs

No.	ACTIONS	ACTIVITIES	RESPONSIBLE	ASSOCIATED ACTORS	INDICATORS	COST	PERIOD
1	OPERATIONALISATION OF EXISTING SADs	Renovate existing SAD premises to bring them up to architectural standards for archive buildings	AD/ Mayor	-Advisory Committee/Municipal Council; -Municipal Secretary; -Municipal Receiver -Partners	Renovated premises	—	
		Provide a budget line for equipment renewal and the operation of SADs	AD/Mayor	-Advisory Committee/Municipal Council; -Municipal Secretary; -Municipal Receiver	-Minutes of deliberations/Advisory Committee/Municipal Council; -Budget entry;	—	
		Recruit qualified staff for SADs	AD/Mayor	-Advisory Committee/Municipal Council; -Secretary General; -Ministry responsible for local authorities;	- Deliberation/Consultative/Municipal Council; -Budget allocation Number of archivist positions created and filled	—	
		Strengthen the capacities of staff responsible for managing the SAD	AD/Mayor	-Partners; -CFGCT; -ESSCOM	-Number of staff trained;		
		Strictly apply the provisions of Article 16 of the Archives Act and the provisions of the ordinance on access to administrative documents	-SGG	AD/ Mayor; -Judicial authorities - Ministry responsible for CT	-Number of trials; -Number of sanctions		
		Ensure monitoring and evaluation with a view to their sustainability	AD/Mayors	-Partners; -DAN; - DR Archives; - Ministry responsible for CT	-Number of follow-ups per year; -Number of SADs assessed;		
		Establish formal frameworks for dialogue and consultation at regional, departmental and	Governors/Prefects/ AD/Mayors	- DR Archives; - DD/Archives; - STD	- Number of consultation frameworks established;		

No.	ACTIONS	ACTIVITIES	RESPONSIBLE	ASSOCIATED ACTORS	INDICATORS	COST	PERIOD
		municipal level with a view to improving the functioning of SADs		-STC -Traditional chiefdom; -Civil society			
		Securing SADs	AD/ Mayors	- DR Archives; -DD/Archives; - STD - STC -Traditional Chiefdom; -Civil Society	-Number of secure SADs		
		Encourage traditional chiefs to deposit historical and cultural archives with the SADs	AD/ Mayors	-Traditional chiefs -DR/Archives -Ministry responsible for traditional chiefs	- Number of traditional chiefs who have made payments;		
		Provide all SADs with modern and appropriate equipment	AD/ Mayors	- Advisory Committee/Municipal Council -DAN -Partners	-Number of SADs equipped		
		Comply with archiving standards and procedures	SAD managers	-AD/ Mayors -DR/Archives -DD/Archives	-Number of standards complied with; -Number of procedures complied with		
		Maintain equipment and premises	SAD managers	-AD/Mayors	-Type and number of equipment maintained -Frequency of premises maintenance		
		Take into account the construction of SAD premises in PDCs	AD/Mayors	-Advisory Committee/Municipal Council; -Secretary General; -Ministry responsible for CTs; STD; STC.	-Updated PDC taking into account the construction of the premises		

No.	ACTIONS	ACTIVITIES	RESPONSIBLE	ASSOCIATED ACTORS	INDICATORS	COST	PERIOD
		Involve the Higher School of Communication and Media Sciences (ESSCOM) to develop reliable and secure software, and the Niger Agency for the Information Society (ANSI) in the	SGG	-ESSCOM -ANSI	Reliable software available		
		Attach SADs to the General Secretariat	AD/Mayors	-Advisory Committee/Municipal Council; -General Secretariat;	- Minutes of deliberations/Advisory Committee/Municipal Council		
2	DEVELOPMENT OF A NATIONAL GUIDE FOR SAD MANAGERS	Establish a committee	DAN	-DR/Archives -DAID/RP	-Text establishing the committee		
		Draw up the draft terms of reference	DAN	SGG	-Draft TOR available		
		Validate the draft TOR	DAN	Committee Member	-TDRs validated		
		Developing the draft guide	Committee chair	Committee member	-Draft guide		
		Validate the draft guide	DAN	Committee member -DR/Archives -DAID/PR	Guide available		
3	DISSEMINATION OF LEGISLATIVE AND REGULATORY TEXTS ON ARCHIVES	Identify target institutions	SGG	-All Ministries -DR/Archives -Governorate/Prefecture -Public and private media -CT -Population -Partners	List of institutions established		
		Select distribution channels	SGG	-All Ministries -DR/Archives -Governorate/Prefecture -CT -Partners	List of distribution channels		
		Conduct awareness campaigns through the media	SGG	All Ministries All Ministries -DR/Archives -Governorate/Prefecture -Public and private media	Popularisation materials used		

No	ACTIONS	ACTIVITIES	RESPONSIBLE	ASSOCIATED ACTORS	INDICATORS	COST	PERIOD
				-CT -Population -Partners			
		Edit texts	SGG	SGG	-Number of documents made accessible to the general public		
		Organise study trips as part of exchanges on best practices in archiving	AD/ Mayor	-SAD managers; -Partners	-Number of study trips undertaken;		
4	DEVELOPMENT OF A NATIONAL ARCHIVES POLICY AND ACTION PLAN	Establish a committee	SGG	-All Ministries -National Council -DR/Archives	Text establishing the committee		
		Develop the draft terms of reference	SGG	SGG	-Draft TOR available		
		Approve the draft terms of reference	SGG	Committee members	-Terms of reference approved		
		Develop the policy draft and its action plan	SGG	Committee members -DR/Archives -DAID/RP	Draft policy and Action Plan available		
		Convene a national workshop to validate the draft policy and action plan	SGG	-Committee member -DR/Archives -DAID/RP -Associations of archivists and documentalists -Council National of Archivists	Policy and action plan available		
5	ORGANISATION OF A GOVERNMENT SEMINAR ON ARCHIVES	Developing the Terms of Reference	SGG	SGG	-Terms of reference available		
		Hold the Government Seminar	SGG	-CAB/PM -All Ministries	-Attendance list -Seminar report		
6	INTRODUCE INTO SCHOOL CURRICULA THE TEACHING OF LEGISLATIVE AND REGULATORY TEXTS RELATING TO ARCHIVES, AS WELL AS THE IMPORTANCE OF DOCUMENTATION AND ARCHIVES AT SECONDARY LEVEL	Revise curricula to include teaching on legislative and regulatory texts relating to archives	MEN	-Ministry of Higher Education -SGG -ESSCOM -National Council of Archivists	Revised curricula		
		Develop modules	MEN	-SGG -Ministry of Higher Education	Available modules		

No	ACTIONS	ACTIVITIES	RESPONSIBLE	ASSOCIATED ACTORS	INDICATORS	COST	PERIOD
				-ESSCOM -National Council of Archivists			
7	CREATION OF ARCHIVE SERVICES AND DOCUMENTATION (SAD) AT THE LOCAL GOVERNMENT LEVEL	Expressing the need	AD/Mayor	Council / Advisory Committee	Council deliberation minutes	PM	
		Issue a decree establishing the SAD	AD/Mayor	Secretary General	Decree establishing the SAD	-	
		Assign/Build premises for the SAD	AD/Mayor	SG/Rural Engineering/Urban Planning	Premises available	PM	
		Assign/Recruit an agent to the SAD	AD/Mayor	SG	Act of assignment/recruitment	PM	
		Equip the SAD	AD/Mayor	Receiver/Municipal Secretary/Partner	Equipped SAD	PM	
8	DEVELOPMENT OF A STANDARD PLAN FOR SAD PREMISES	Designing a standard plan	Ministry responsible for urban planning	DAN	Plan available	PM	
		Validate the plan	SGG	-Ministry responsible for urban planning -Local authorities -Ministry responsible for local authorities	Plan approved	PM	
9	RAISING AWARENESS AMONG STAKEHOLDERS ABOUT THE IMPORTANCE OF ARCHIVES AND OF DOCUMENTATION	Organising forums in the CTs	SGG	-DAN -DR/Archives -Ministry responsible for CT -CT	-Number of forums held -Forum reports	PM	
		Organise communication campaigns	SGG	-DAN -DR/Archives -Ministry responsible for CT -CT -Local and community radio stations	-Number of campaigns held; -Campaign reports	PM	
		Organise open days	SGG	-DR/Archives -Governorate/Prefecture -Public and private media -CT -Population -Partners	-Number of open days held -Report on the days	PM	

APPENDIX 4: Summary of the work carried out during the workshop to analyse the results of the evaluation of the SADs set up in local authorities.

Summary of the workshop on the results of the evaluation of SADs set up in local authorities (CT)

Dosso, 20 September 2025

From 18 to 20 September 2025, a workshop to analyse the results of the evaluation of the archive and documentation services (SAD) set up in local authorities (CT) was held at the Dosso Press Centre, chaired by the High Commissioner for State Modernisation, **Mr AMADOU Saley Oumarou**, and facilitated by **Mr Mamane DAN BOUZOUA, an independent consultant**.

It should be noted that the following organisations and resource persons participated in this workshop:

- ✓ High Commission for State Modernisation (HCME);
 - ✓ Ministry of the Interior, Public Security and Territorial Administration (MISP/AT);
 - ✓ The Chief Executives of the Urban Communes of Gaya and Mayahi;
 - ✓ The Regional Directors of the Archives of Zinder, Maradi, Diffa and Dosso;
 - ✓ The headteachers of the Secondary Education Complexes (CES) of Mayahi and Gaya;
 - ✓ Resource persons.
- (See the list of attendees appended to this report).*

After the opening ceremony and the presentation of the results of the evaluation conducted in the nine CTs, plenary discussions followed.

After the plenary debates, the participants split into three working groups, each with a specific mandate.

This report summarises the key points of the group and plenary discussions. It focuses on seven main points:

1. Identifying the successes and failures of the establishment and operation of SADs;
2. Identifying the causes of the successes and failures in the establishment and operation of SADs;
3. Conducting an in-depth analysis of the strengths and weaknesses identified during the evaluations
4. Proposing and prioritising concrete measures to be taken to make the Archives and Documentation Services functional, effective and sustainable;
5. Propose concrete measures to be taken to improve the implementation of ADS ;
6. Redefine the criteria for local authorities to benefit from the implementation of a SAD;

7. Propose draft specifications and best practices for the effective operation of SADs.

I. Successes and failures in the implementation and operation of SADs

1.1. Successes and their causes

1.1.1. Success

- ✓ Satisfaction of SAD users;
- ✓ Preservation of cultural and historical heritage;
- ✓ Facilitation of the work of the municipal administration;
- ✓ Speed of documentary research.

1.1.2. Reasons for success

- ✓ Training and capacity building, as well as raising awareness among key stakeholders;
- ✓ The personal commitment of certain ADs;
- ✓ Technical support provided by the DR/Archives.
- ✓ Technical, material and financial support for SADs by the HCME;
- ✓ The clear usefulness of archives for stakeholders;
- ✓ The actual existence of archive collections;
- ✓ Technical supervision by the Regional Archives Directorates;
- ✓ Availability of premises
- ✓ Availability of equipment
- ✓ Follow-up missions
- ✓ Payments to SADs by certain entities holding cultural and historical heritage
- ✓ Availability of data

1.2.1 Failures

- ✓ Malfunctions of the SADs;
- ✓ Closure of regional SADs.

1.2.2 Causes of failures

- ✓ The dissolution of local government regions;
- ✓ Premises that do not meet standards (dilapidation, cramped conditions, inappropriate location);
- ✓ Poor operation, lack of maintenance and dilapidated equipment;
- ✓ Insufficient qualifications of SAD managers;
- ✓ Lack of interest in SADs on the part of certain municipal officials;
- ✓ Users' lack of awareness of the existence of SADs;
- ✓ Lack of regular monitoring by the HCME and the DR/Archives;
- ✓ Low enthusiasm for the archiving profession;

- ✓ Disparate affiliation of SADs;
- ✓ Insufficient awareness of the importance or availability of the SAD public service;
- ✓ Lack of interest in SADs on the part of local government executives;
- ✓ Insufficient collaboration between the various heads of municipal technical services and decentralised technical services in the operation of SADs;
- ✓ Poor IT skills;
- ✓ Failure to renew equipment.

II. In-depth analysis of the strengths and weaknesses identified during the assessment

2.1. Strengths

- ✓ Availability of equipment at the SAD level;
- ✓ Strong administrative and financial support from certain Managing Directors (MDs);
- ✓ Existence of qualified staff in certain municipalities;
- ✓ Commitment made by certain DAs;
- ✓ Interest of the Archives and Documentation Services among the various administrative actors and other partners;
- ✓ Availability and accessibility of information;
- ✓ Inclusiveness in the process of establishing SADs;
- ✓ Good collaboration between SADs and the HCME;
- ✓ Available equipment;
- ✓ Availability of storage equipment;
- ✓ Positive effects on day-to-day management (time savings, access to information).
- ✓ Attachment of SADs to the General Secretariat;
- ✓ Preservation of cultural and historical heritage;
- ✓ Data confidentiality and integrity factors;
- ✓ Alignment with national and international standards;
- ✓ Existence of databases;
- ✓ Quality of technical support;
- ✓ Support from the HCME.

2.2. Weaknesses

- ✓ The attachment of SADs is inadequate in most cases;
- ✓ Low visibility of SADs in CTs;
- ✓ Low motivation among DSS managers;
- ✓ Prejudice surrounding the role of DMS managers;
- ✓ Lack of awareness of the value of archives;
- ✓ Failure to comply with the post-employment profile when selecting SAD managers;
- ✓ Insufficient operationalisation of SADs;

- ✓ Failure to operationalise certain Departmental Archives Directorates that are supposed to support the SADs;
- ✓ Insufficient collaboration with Regional Archives Directorates;
- ✓ Absence and/or dilapidation of the premises housing the SADs;
- ✓ Lack of interest in the SADs on the part of municipal officials;
- ✓ Dilapidated equipment;
- ✓ Poor protection of archives against bad weather;
- ✓ Failure to include archive-related expenditure in the budget;
- ✓ Premises not compliant with standards;
- ✓ Absence of a national archival policy;
- ✓ Insufficient/non-transfer of documents to the SAD;
- ✓ Lack of digitisation in the processing of archives;
- ✓ Insufficient regular monitoring;
- ✓ Insufficient storage equipment
- ✓ Poor knowledge of the law on archives.
- ✓ Poor maintenance of SADs;
- ✓ Insecurity in SAD premises;
- ✓ Irregular monitoring of the HCME and DRA/A;
- ✓ Difficulties in electronic management for rapid retrieval;
- ✓ Predominance of manual methods;
- ✓ Non-compliance with standards and procedures in archive management;
- ✓ Poor integration into development priorities;
- ✓ Loss of archives;
- ✓ Inadequate data updating;
- ✓ Insufficient consideration of the effects of bad weather;
- ✓ Problems with archive preservation;
- ✓ Exposure of managers to occupational risks
- ✓ Insufficient staffing levels.

III. Proposal and prioritisation of concrete measures to be taken to make SADs functional, effective and sustainable

- ✓ Develop a national archives policy;
- ✓ Create a regulatory framework establishing SADs in all municipalities in Niger;
- ✓ Strictly enforce existing regulations on archive management;
- ✓ Recruit qualified staff;
- ✓ Create ideal working conditions for SAD staff;
- ✓ Provide SADs with the necessary resources for their operation;
- ✓ Ensure the visibility of SADs through intensive awareness-raising and outreach campaigns;
- ✓ Ensure regular monitoring of SADs by the HCME and the DR/Archives;

- ✓ Establish a formal framework for dialogue/consultation between the HCME, SGGs and CTs to improve the functioning of SADs;
- ✓ Raise awareness of the importance of archives and relevant legislation;
- ✓ Provide a budget line for the operation of SADs;
- ✓ Secure the SADs;
- ✓ Transfer historical archives;
- ✓ Build premises that comply with standards;
- ✓ Have modern and appropriate equipment;
- ✓ Have appropriate means of preserving archives and documentation;
- ✓ Comply with archiving standards and procedures;
- ✓ Implement security measures for the SADs;
- ✓ Ensure regular and ongoing transfers to the SAD and DRA in accordance with current regulations;
- ✓ Maintain equipment and premises.

IV. Proposal for concrete measures to be taken to improve the implementation of SADs

- ✓ Communication of SAD requirements by local authorities;
- ✓ Adoption of a resolution by the local authority establishing the creation, powers and operation of a SAD and integrating it into the organisation of municipal services;
- ✓ Providing premises that meet standards;
- ✓ Provide adequate materials and equipment;
- ✓ Provide qualified staff;
- ✓ Involving all key municipal stakeholders in the management of SADs;
- ✓ Provide a line of credit in the municipal budget for the operation of SADs;
- ✓ Inform and raise awareness among all stakeholders about the role and importance of archives;
- ✓ Generalise the implementation of SADs in administrative entities that do not yet have them;
- ✓ Strengthen political and technical commitment to the effectiveness of SADs;
- ✓ Attach the SADs to the General Secretariat in accordance with the texts of the Territorial Civil Service;
- ✓ Make local authorities responsible for ensuring that the materials and equipment made available are used exclusively for the SADs;
- ✓ Involve Regional Archives Departments in the management of SADs.








V. Redefinition of the criteria for benefiting from the implementation of SADs




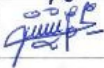






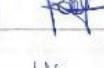

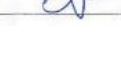
- ✓ Express the need for a SAD;
- ✓ Have a document setting out the creation, powers and operation of SADs;
- ✓ Include the operating costs of SADs in the municipal budget;
- ✓ Have premises that meet standards and adequate equipment;
- ✓ Have qualified and motivated staff.

VI. Proposal for draft specifications and best practices for effective SAD operation

- ✓ Comply with regulations on archive management.
- ✓ Draw up and display internal rules and regulations for the operation of SADs;
- ✓ Ensure the proper preservation of archives;
- ✓ Ensure the communication of archives in accordance with the regulations in force;
- ✓ Ensure visibility through awareness campaigns to show the public the value of archives (open days, public lectures, exhibitions, leaflets, posters, etc.);
- ✓ Enact security measures for premises and archives;
- ✓ Establish partnerships with regional archive departments, educational establishments, universities and research institutes;
- ✓ Ensure the transfer of municipal archives in accordance with current regulations.
- ✓ Ensure the security of SAD premises;
- ✓ Selecting a suitable filing system;
- ✓ Issue a decree appointing the head of the SAD;
- ✓ Ensure the collection, processing, filing and storage of documents;
- ✓ Communicate and disseminate information;
- ✓ Select a suitable location for the SAD premises;
- ✓ Digitise documents;
- ✓ Create and maintain databases;
- ✓ Prepare periodic reports on SAD management;
- ✓ Regularly maintain records (loans, searches, acquisitions, etc.);
- ✓ Make and receive payments for archival documents.

APPENDIX 6: Attendance list.

		LISTE DE PRESENCE			Date de l'activité : 18 SEPT 2025				
ACTIVITE		EXPLOITATION DES RESULTATS DE L'EVALUATION DES SERVICES DES ARCHIVES ET DE LA DOCUMENTATION DANS LES C. T							
LIEU DE L'ACTIVITE		RTN / DOSSO							
STRUCTURE(S) ORGANISATRICE(S)		HCME							
NATURE DE L'ACTIVITE		<input checked="" type="checkbox"/> Réunion <input type="checkbox"/> Repas		<input type="checkbox"/> Formation <input type="checkbox"/> Forum		<input type="checkbox"/> Partage <input type="checkbox"/> Validation		<input type="checkbox"/> Elaboration <input type="checkbox"/> Conférence <input type="checkbox"/> Autres :	
N°	NOM ET PRENOMS	SEXE	Tranche d'âge		FONCTION & STRUCTURE	E-MAIL	TELEPHONE (n° WhatsApp)	SIGNATURE	
1.	Dille Mamane	<input checked="" type="checkbox"/> H <input type="checkbox"/> F	<input type="checkbox"/> 18-35	<input checked="" type="checkbox"/> + de 35	Cadre à la DGAT/OD/ITIS/PT	mamanedille@gmail.com	96 28 27 99		
2.	Mamane DAN BOUZOUA	<input checked="" type="checkbox"/> H <input type="checkbox"/> F	<input type="checkbox"/> 18-35	<input checked="" type="checkbox"/> + de 35	Personne ressource	mdambouza@yahoo.fr	96 97 70 20		
3.	Ousmane	<input checked="" type="checkbox"/> H <input type="checkbox"/> F	<input type="checkbox"/> 18-35	<input checked="" type="checkbox"/> + de 35	Personne ressource	abdouaz@yahoo.fr	96 87 29 24		
4.	Maliki Abdoulaye	<input checked="" type="checkbox"/> H <input type="checkbox"/> F	<input type="checkbox"/> 18-35	<input checked="" type="checkbox"/> + de 35	Personne ressource	abdoulayemaliki@gmail.com	90 96 63 25		
5.	Seamours Boubacar	<input type="checkbox"/> H <input type="checkbox"/> F	<input type="checkbox"/> 18-35	<input checked="" type="checkbox"/> + de 35	DGAT/DRL (LF)	seamoursboubacar1966@gmail.com	90 96 00 10		
6.	MATO Adam	<input checked="" type="checkbox"/> H <input type="checkbox"/> F	<input type="checkbox"/> 18-	<input checked="" type="checkbox"/> + de	DR/Archives DIFFA	adamamato.167@yahoo.fr	96 98 05 95		

N°	NOM ET PRENOMS	SEXE	Tranche d'âge		FONCTION & STRUCTURE	E-MAIL	TELEPHONE (n° WhatsApp)	SIGNATURE	
8.	HLON Garba	<input checked="" type="checkbox"/> H <input type="checkbox"/> F	<input type="checkbox"/> 18-35	<input checked="" type="checkbox"/> + de 35	PROVISEUR GAYA	garbadlon62@gmail.com	99 37 10 29		
9.	Mahaman Boukar.K	<input checked="" type="checkbox"/> H <input type="checkbox"/> F	<input type="checkbox"/> 18-35	<input checked="" type="checkbox"/> + de 35	DR Archives NARADI	lkmahaman@yahoo.fr	96 38 54 37		
10.	Neade' Jamil	<input checked="" type="checkbox"/> H <input type="checkbox"/> F	<input type="checkbox"/> 18-35	<input checked="" type="checkbox"/> + de 35	DI PPR HCME	jamalantojako@yahoo.fr	96 26 59 02		
11.	MARAFI Icha	<input checked="" type="checkbox"/> H <input type="checkbox"/> F	<input type="checkbox"/> 18-35	<input checked="" type="checkbox"/> + de 35	DR/Archives Zinder	ichamarafa@yahoo.fr	96 88 81 51		
12.	Mme Salamata Alhassane	<input type="checkbox"/> H <input checked="" type="checkbox"/> F	<input type="checkbox"/> 18-35	<input checked="" type="checkbox"/> + de 35	chef DGFI DERC/HCME	salamataalhassane@gmail.com	96 16 18 77		
13.	Alaroune Seyboum	<input checked="" type="checkbox"/> H <input type="checkbox"/> F	<input type="checkbox"/> 18-35	<input checked="" type="checkbox"/> + de 35	CTMI/DAT	alaroune.seyboum@yahoo.fr	96 88 88 89		
14.	Mohamed Sanoussi Bako	<input checked="" type="checkbox"/> H <input type="checkbox"/> F	<input type="checkbox"/> 18-35	<input checked="" type="checkbox"/> + de 35	PROVISEUR NAYALI	bakomohamedsanoussi3@gmail.com	87 18 07 26		
15.	Bachi Roussy	<input type="checkbox"/> H <input type="checkbox"/> F	<input type="checkbox"/> 18-35	<input checked="" type="checkbox"/> + de 35	AD/Culture		96.663502		
16.	Sani Kono	<input type="checkbox"/> H <input type="checkbox"/> F	<input type="checkbox"/> 18-35	<input checked="" type="checkbox"/> + de 35	DRAD		96 27 62 59		
17.	Sanda Sawa	<input checked="" type="checkbox"/> H <input type="checkbox"/> F	<input type="checkbox"/> 18-35	<input checked="" type="checkbox"/> + de 35	DERC/HCME	sawasanda@yahoo.fr	96 52 12 80		
18.	Mme Boko Adama	<input type="checkbox"/> H <input type="checkbox"/> F	<input type="checkbox"/> 18-35	<input checked="" type="checkbox"/> + de 35	DR/HCME	adama.boko@hcme.gov.gn	96 58 05 98		
19.	Mme Oumarou Sidie Salamata	<input type="checkbox"/> H <input checked="" type="checkbox"/> F	<input type="checkbox"/> 18-35	<input checked="" type="checkbox"/> + de 35	stagiaire	salamataoumarou@gmail.com	96 28 66 69		
20.	Oumarou Ilhja Sseu Rachida	<input type="checkbox"/> H <input checked="" type="checkbox"/> F	<input checked="" type="checkbox"/> 18-35	<input type="checkbox"/> + de 35	stagiaire	rachidoumarou@hcme.gov.gn	74 32 04 37		

N°	NOM ET PRENOMS	SEXE	Tranche d'âge		FONCTION & STRUCTURE	E-MAIL	TELEPHONE (n° WhatsApp)	SIGNATURE
21.	Amaraeu Nayoussa	<input type="checkbox"/> H <input type="checkbox"/> F	<input type="checkbox"/> 18-35	<input type="checkbox"/> + de 35	Maître/Notaire	Amaraeu@orange.com	99332262	
22.	Sambaile Sidi Dan Bamba	<input type="checkbox"/> H <input type="checkbox"/> F	<input type="checkbox"/> 18-35	<input checked="" type="checkbox"/> + de 35	HCME	wazirinfada@yahoo.fr	96087313	
23.	Abouba con Malika	<input type="checkbox"/> H <input checked="" type="checkbox"/> F	<input checked="" type="checkbox"/> 18-35	<input type="checkbox"/> + de 35	HCME	Essoufawmalika@ci-claude.com	97-95-0641	
24.	Chakou Hanou Alaxane N. Mahibatou	<input type="checkbox"/> H <input checked="" type="checkbox"/> F	<input checked="" type="checkbox"/> 18-35	<input type="checkbox"/> + de 35	HCME	fanoukchakou3@gmail.com	98929163	
25.	Saka ISSRAHIM	<input checked="" type="checkbox"/> H <input type="checkbox"/> F	<input type="checkbox"/> 18-35	<input checked="" type="checkbox"/> + de 35	HCME	Sakabasa@yahoo.fr	90311111	
26.	Maman Issa	<input checked="" type="checkbox"/> H <input type="checkbox"/> F	<input type="checkbox"/> 18-35	<input checked="" type="checkbox"/> + de 35	SP/HC	mamanissa3@yahoo.fr	90337458	
27.	Bodiu Nourou	<input type="checkbox"/> H <input type="checkbox"/> F	<input type="checkbox"/> 18-35	<input type="checkbox"/> + de 35	AD/CuRay		96.663862	
28.	Amadou Saley O.	<input checked="" type="checkbox"/> H <input type="checkbox"/> F	<input type="checkbox"/> 18-35	<input checked="" type="checkbox"/> + de 35	HCME	OSALEY@YAHOO.FR	9272.0000	
29.	DANSOUSOU NANA-RABOU	<input checked="" type="checkbox"/> H <input type="checkbox"/> F	<input type="checkbox"/> 18-35	<input checked="" type="checkbox"/> + de 35	CT/HCME	DANSOUSOU@YAHOO.FR	90062803	
30.	DADDY RABILOU FACHIMA	<input type="checkbox"/> H <input checked="" type="checkbox"/> F	<input type="checkbox"/> 18-35	<input checked="" type="checkbox"/> + de 35	DDDA HCME	nanaguereu@gmail.com	91116849	
31.	KONE GADO NIHAMADOU	<input checked="" type="checkbox"/> H <input type="checkbox"/> F	<input type="checkbox"/> 18-35	<input checked="" type="checkbox"/> + de 35	P. R	konegado@yahoo.fr	90324644	
32.	Ime ISSOUFOU Falchime Hamidou	<input type="checkbox"/> H <input type="checkbox"/> F	<input type="checkbox"/> 18-35	<input type="checkbox"/> + de 35	SAD	fhamisoumame@gmail.com	96 52 94 78	
33.	Fatouma Samba	<input type="checkbox"/> H <input type="checkbox"/> F	<input type="checkbox"/> 18-35	<input checked="" type="checkbox"/> + de 35	Wife DORA HCME	rambofakouma30@gmail.com	90-28-60-95	

N°	NOM ET PRENOMS	SEXE	Tranche d'âge		FONCTION & STRUCTURE	E-MAIL	TELEPHONE (n° WhatsApp)	SIGNATURE
14.	Soundoubo	<input checked="" type="checkbox"/> H <input type="checkbox"/> F	<input type="checkbox"/> 18-35	<input checked="" type="checkbox"/> + de 35	Remancier	soundoubo@orange.fr	96251520	
15.		<input type="checkbox"/> H <input type="checkbox"/> F	<input type="checkbox"/> 18-35	<input type="checkbox"/> + de 35				
16.		<input type="checkbox"/> H <input type="checkbox"/> F	<input type="checkbox"/> 18-35	<input type="checkbox"/> + de 35				
17.		<input type="checkbox"/> H <input type="checkbox"/> F	<input type="checkbox"/> 18-35	<input type="checkbox"/> + de 35				
18.		<input type="checkbox"/> H <input type="checkbox"/> F	<input type="checkbox"/> 18-35	<input type="checkbox"/> + de 35				
19.		<input type="checkbox"/> H <input type="checkbox"/> F	<input type="checkbox"/> 18-35	<input type="checkbox"/> + de 35				
20.		<input type="checkbox"/> H <input type="checkbox"/> F	<input type="checkbox"/> 18-35	<input type="checkbox"/> + de 35				

