

# ACT

*Supplement to the Sierra Leone Gazette Vol. CLXVI, No 60*  
dated 10th July, 2025

## THE NATIONAL EARLY WARNING AND RESPONSE MECHANISM CENTRE ACT, 2025

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18 **No. 9** *The National Early Warning and Response Mechanism Centre Act 2025*

Name .....

Signature.....Date.....

Witness

Name .....

Signature.....Date.....

Witness

Passed in Parliament this *27th day of may*, in the year of our Lord Two Thousand and Twenty Five

PARAN UMAR TARAWALLY,  
*Clerk of Parliament.*

THIS PRINTED IMPRESSION has been carefully compared by me with the Bill which has passed Parliament and found by me to be a true and correct printed copy of the said Bill.

PARAN UMAR TARAWALLY,  
*Clerk of Parliament.*

SIGNED this 30th day of June, 2025.

DR. JULIUS MAADA BIO,  
*President.*



**No. 9**

**2025**

**Sierra Leone**

**THE NATIONAL EARLY WARNING AND RESPONSE** Short title.  
**MECHANISM CENTRE ACT, 2025**

**Being an Act to provide for the establishment of the National Early Warning and Response Mechanism Centre, to provide early warning on issues relating to human security and peace in Sierra Leone and to provide for other related matters.**

[ ] Date of commencement.

ENACTED by the President and Members of Parliament in this present Parliament assembled.

PART I – PRELIMINARY

Interpretation. 1. In this Act unless the context otherwise requires -

"Act" means the National Early Warning and Response Mechanism Centre Act, 2025;

"Alert" means a concise report on emerging, unusual occurrence or pattern that may pose potential danger or threat to peace or human security;

"Analyst" means a person charged with the responsibility to study or examine and analyse issues that may pose threat to peace and human security;

"Board" means the governing body of the Centre established under section 3;

"Centre" means the National Early Warning and Response Mechanism Centre referred to in section 2;

"Civil Society Organisation" means a non-state organisation, a non-profit organisation or a voluntary organisation that is distinct from the State including a community-based organisation and a non-governmental organisation;

"Commission" means the Commission of the Economic Community of West African States;

"Community" means the Economic Community of West African States;

"Conflict" means contradictions inherent in power relations and which manifest themselves in individual and group interactions with one another and with nature in the pursuit of limited resources or opportunities;

"Early warning" means the provision of timely and useful information to Government, through identified public sector institutions, on issues relating to human security and peace, which may expose the state, individuals or communities to threat, danger, crisis or hazards, for the purpose of early response and risk reduction;

"Executive Director" means the Executive Director of the Centre appointed under section 13;

"Government" means the Government of Sierra Leone;

"Human security" means protecting the vital core of all human lives in ways that enhance human freedoms and human fulfilment from severe and widespread threats and situations;

"Member country" means a country which is a member of the Economic Community of West African States;

"Minister" means the Minister responsible for Planning and Economic Development and "Ministry" shall be construed accordingly;

"Peace" means absence of hostility, conflict and freedom from fear of violence between individuals or groups;

"President" means the President of the Republic of Sierra Leone;

"Regional Early Warning and Response Centre" means the Centre that coordinates early warning activities and analyses early warning reports generated in member states;

"Situation report" means a report on incident, occurrence or prevailing situation with analysis on peace and human security implications;

"Threat" means a person or thing likely to cause damage, trouble, danger, ruin, conflict or severe discomfort to the state or the people;

"Vice President" means the Vice President of the Republic of Sierra Leone.

PART II- THE NATIONAL EARLY WARNING AND RESPONSE MECHANISM CENTRE.

National  
Early  
Warning and  
Response  
Mechanism  
Centre.

2. (1) There is hereby established a body to be known as the National Early Warning and Response Mechanism Centre.

(2) The Centre shall be a body corporate having perpetual succession and capable of acquiring, holding and disposing of property, whether movable or immovable, of suing and being sued in its corporate name and, subject to this Act, of performing all such acts as bodies corporate may by law perform.

(3) The Centre shall have a seal, the use of which shall be authenticated by the signatures of -

- (a) the Chairman or a member of the Board authorised either generally or specially by the Board for that purpose; or
- (b) the Executive Director or some other person authorised by the Board for that purpose.

(4) A document purporting to be an instrument executed or issued by or on behalf of the Centre and to be sealed with the common seal authenticated in the manner stated in subsection (3) shall be deemed to be so executed or issued without further proof unless the contrary is proven.

(5) In appropriate cases the common seal of the Centre may be affixed to documents outside Sierra Leone.

3. The governing body of the Centre shall be a Board which shall consist of the Vice President, who shall be the Chairman, and the following other members- <sup>Board of Centre.</sup>

- (a) the Chief Minister as Deputy Chairman;
- (b) the Minister of Planning and Economic Development;
- (c) the Minister of Foreign Affairs and International Cooperation;
- (d) the Minister of Finance;
- (e) the Attorney-General and Minister of Justice;
- (f) the Minister of Defence;
- (g) the Minister of Internal Affairs;
- (h) the Minister of Environment and Climate Change;
- (i) the Minister of Health;
- (j) the Minister of Information and Civic Education;
- (k) the Minister of Youth Affairs;
- (l) the National Security Coordinator;
- (m) a representative of Paramount Chiefs in Parliament;
- (n) the ECOWAS Permanent Representative in Sierra Leone; and
- (o) the Executive Director, who shall serve as Secretary to the Board with no voting rights.

Cessation. **4.** A person shall cease to be a member of the Board if he no longer holds an office for which he was appointed under section 3.

Meetings of Board. **5.** (1) The Board shall meet for the dispatch of its business, at least, once every 6 months, at such time and place as the Chairman may determine.

(2) The Chairman shall preside at every meeting of the Board, in his absence, the Vice Chairman shall preside, and in the absence of the Chairman and Vice Chairman, the members present shall appoint a member from among their number to preside.

(3) A minimum of 5 members of the Board may, by notice in writing signed by them, request the Chairman to summon a special meeting of the Board for such purposes as may be stated in the notice.

(4) The Chairman or, in his absence, the Vice Chairman or the member appointed to act on his behalf shall summon a special meeting within 5 days of his receipt of the notice referred to in subsection (3).

(5) The quorum at a meeting of the Board shall be 5.

(6) The Chairman or other person presiding shall have a casting vote where there is an equality of votes.

(7) A proposal circulated among all members and agreed to in writing by a two-thirds majority of all members shall be of the same force or effect as a decision made at a duly constituted meeting of the Board and shall be incorporated in the minutes of the next succeeding meeting of the Board:

Provided that, if a member requires that such proposal be placed before a meeting of the Board, this subsection shall not apply to such proposal.

(8) The Board may co-opt any person to attend and participate in its deliberations on any matter but such person shall not vote on any issue for the decision by the Board.

(9) The Board shall cause minutes of all its meetings to be taken and signed by the Chairman and kept in proper form.

(10) Subject to this Act, the Board shall regulate its own procedure.

**6.** (1) A member of the Board who has an interest, whether direct or indirect, in a matter being considered or to be considered by the Board, shall disclose the nature of his interest to the Board and the disclosure shall be recorded in the minutes of the Board and such member shall not take part in a deliberation or decision of the Board relating to that matter. Disclosure of interest.

(2) A member of the Board who contravenes subsection (1) shall be guilty of misconduct and shall be removed from the Board.

**7.** (1) An action or other proceedings shall not lie or be instituted against a member of the Board, a member of a committee of the Board for or in respect of an act or thing done or omitted to be done in good faith in the exercise of his functions under this Act. Immunity of members.

(2) A member of the Board shall not be personally liable for any debt or obligation of the Centre.

**8.** (1) The Board may, for the discharge of its functions, appoint committees or sub-committees in response to emerging issues, including natural disasters, public health emergencies, national security threats, or other critical incidents requiring the relevant expertise, as it may deem necessary to- Committee of Boards.

(a) liaise with the Centre and address emerging issues of national significance;

(b) provide specific oversight, guidance, and recommendations to the Board, in response to specific threats or challenges identified by the Centre;

- (c) respond to critical incidents requiring the relevant expertise, including natural disasters, public health emergencies, national security threats.

(2) A committee appointed under subsection (1), shall -

- (a) consist of members of the Board or non-members or both, including experts, representatives from relevant governmental and non-governmental organizations and other stakeholders, as the Board may decide; and
- (b) be headed by a Chairman appointed by the Chairman of the Board;
- (c) upon its establishment, be assigned a clear and explicitly defined mandate, to assess emerging issue, develop actionable recommendations and coordinate with relevant agencies and organisations;
- (d) submit periodic updates and a final report to the Board and relevant authorities, detailing their activities, findings and recommendations.

(3) The duration of a committee appointed under subsection (1), shall be determined by the Board based on the complexity and urgency of the issues and shall be dissolved upon completion of their mandate and submission of the final report.

Functions of Board.

**9.** (1) The Board shall, subject to this Act, be responsible to provide such policy guidance and advice and ensure the efficient overall performance of the functions of the Centre.

(2) Without prejudice to the generality of subsection (1), the Board shall be responsible to-

- (a) ensure the implementation of the provisions of this Act;
- (b) oversee the activities of the Centre to ensure that the Centre performs its functions properly and effectively;
- (c) provide strategic directives to the Centre;
- (d) ensure early response or actions are instigated by the responsible authorities, upon receipt of reports from the Centre;
- (e) regularly update the National Security Council on the operations of the Centre;
- (f) perform any other function that is necessary for the attainment of the objectives of the Centre.

**10.** The Chairman and the other members of the Board and a person co-opted by the Board shall be paid sitting fees and shall be reimbursed by the Centre for expenses incurred in connection with the discharge of their functions as the Board may determine. Remuneration of members.

#### PART III-FUNCTIONS OF THE CENTRE

**11.** (1) The object for which the Centre is established is to provide early warning to the Government on issues posing challenges or threat to human security and peace in Sierra Leone and the West African sub-region, and to initiate response actions to mitigate such challenges or threats. Functions of Centre.

(2) Without prejudice to the generality of subsection (1), the Centre shall carry out the following functions-

- (a) collect, centralise and analyse data or information provided by public institutions; local authorities, Civil Society Organisations, the ECOWAS Regional Early Warning and Response Centres; or other legitimate information sources;
- (b) activate national early warning and response mechanism towards potential challenges or threat to human security and peace through reports;
- (c) recommend response options following an in- depth analysis of challenges or threats to human security and peace;
- (d) collaborate with relevant institutions on matters relating to all forms of human insecurity and organised criminal activities;
- (e) track and evaluate response efforts by the relevant institutions or actors to identify challenges or threats to human security and peace;
- (f) undertake strategic research on issues posing threat to human security and peace;
- (g) perform any other function that is ancillary to the object of the Centre.

**12.** (1) The Centre shall produce monthly reports and other Reports. reports including alerts and situation reports on issues posing challenges or threat to human security and peace.

(2) A report produced under subsection (1) shall be submitted to the President, the Chairman of the Board and other relevant ministries, departments and agencies.

(3) The President, the Board or the Commission may, notwithstanding subsection (2), request the Centre to submit a special report relating to a specific threat or incident.

#### PART IV-ADMINISTRATIVE PROVISIONS

**13.** (1) The Centre shall have an Executive Director who shall be appointed by the President subject to the approval of Parliament. Executive Director.

(2) A person shall not be appointed Executive Director under subsection (1), unless he-

- (a) is a Sierra Leonean;
- (b) holds a Master's degree in human security related disciplines or relevant fields from an accredited Institution;
- (c) has never been convicted of an offence involving dishonesty or fraud;
- (d) is not an undischarged bankrupt; and
- (e) has at least 10 years professional work experience and has held a managerial position in a recognised institution.

Functions of Executive Director.

- 14.** (1) The Executive Director shall -
- (a) be the head of the administration of the Centre and shall be responsible for -
    - (i) the day-to-day administration and management of the affairs of the Centre, its funds and property;
    - (ii) ensuring the operational effectiveness of the Centre;
    - (iii) strengthening inter-agency collaboration and cooperation with Ministries, Departments and Agencies, Civil Society Organisations and other non-state actors;
  - (b) coordinate secretariat services for the effective functioning of the Board; and
  - (c) be responsible for the implementation of the decisions of the Board.

Other staff.

**15.** (1) The Executive Director shall, on such terms and conditions as the Board may determine, recruit other employees required for the efficient discharge of the functions of the Centre under this Act.

(2) The Centre may engage the services of analysts and advisers on such areas of expertise as it may consider necessary for the efficient performance of the functions of the Centre including security, crime and criminality, good governance, human rights, environment and health.

**16.** (1) The Centre may, for the purpose of carrying out its functions under this Act, have such Directorates or Units, as the Board may, on the recommendation of the Executive Director, approve. Directorates and Units.

(2) A Directorate under subsection (1) shall be headed by a Director and shall be appointed by the Board on advice of the Executive Director.

(3) A Unit shall be headed by a Manager and shall be appointed by the Executive Director.

**17.** (1) Public officers may at the instance of the Board be seconded or otherwise render assistance to the Centre. Secondment of public officers.

(2) The Board may request the withdrawal of the seconded officer who is unable to carry out assigned functions in the manner satisfactory to the Board.

**18.** An officer or employee of the Centre or a person acting on the directive of an officer or employee of the Centre shall not be liable for any matter or thing done in good faith under this Act Protection of employees.

#### PART V-FINANCIAL PROVISIONS

**19.** (1) The activities of the Centre shall be financed by funds consisting of - Funds of Centre.

- (a) monies appropriated by Parliament for the purposes of the Centre;
- (b) loans granted to the Centre by the Government, body or other person or entity;

- (c) donations, grants and gifts; and other monies or assets received by or made available to the Centre for the purpose of performing its functions under this Act.
- (d) notwithstanding paragraph (c), the Centre shall not accept donations, grants and gifts if the terms and conditions attached may compromise the work of the Centre.

(2) The administrative expenses of the Centre including salaries, allowances, gratuities, severance, pensions, end-of-service benefits for employees and the funding of special operations shall be charged on the Consolidated Fund.

(3) The funds of the Centre shall be applied only for the purposes of the approved budget of the Centre.

Annual budget.

**20.** The Centre shall, in accordance with the law relating to financial management, prepare and submit to the Financial Secretary for his approval estimates of income and expenditure of the Centre and the operating plan for the next financial year.

Accounts and audit.

**21.** (1) The Centre shall keep proper books of account and other records in relation to its activities, property and finances, in such form as may be approved by the Auditor-General and shall prepare, in respect of each financial year, a financial statement which shall include-

- (a) balance sheet accounts;
- (b) income and expenditure accounts; and
- (c) source and application of funds.

(2) The accounts of the Centre kept under subsection (1) shall not later than 3 months after the end of each financial year, be audited by the Auditor-General or an auditor appointed by him.

(3) For the purposes of subsection (2), the Auditor-General or the auditor appointed by him shall be entitled to have access to all books of account, vouchers and other financial records of the Centre and to require such information and explanation thereon as he may think fit.

(4) The Centre shall provide the Auditor-General or the auditor appointed by him with all necessary and appropriate facilities for the examination of the accounts and records of the Centre.

(5) The Auditor-General or the auditor appointed by him shall submit to the Centre a report on the audited accounts and the financial statements referred to in subsection (1) and shall, in his report draw attention to-

- (a) irregularities in the accounts;
- (b) matters that are likely to adversely affect the operations of the Centre; and
- (c) any other matter which, in his opinion, ought to be brought to the notice of the Centre.

**22.** The financial year of the Centre shall be the same as the financial year of the Government. Financial year.

**23.** (1) The Centre shall within 3 months after the end of the financial year, submit to the Minister an annual report on the performance of its functions during that year and on its policy and programmes. Annual report.

(2) An annual report under subsection (1), shall include the accounts and annual financial statement prepared under section 21 and the report of the audit thereon.

(3) The Minister shall lay copies of the annual report before Parliament within 3 months after he has received the report.

PART VI- MISCELLANEOUS

Official oath.

**24.** The staff of the Centre shall, before assuming office, take and subscribe to the Official Oath specified in the Schedule.

Transitional provisions and savings.

**25.** On the commencement of this Act, -

- (a) employees in the employment of the Centre immediately before the commencement of this Act shall continue to be employed by the Centre;
- (b) assets, funds, resources and other movable property which, immediately before the commencement of this Act, were vested in the National Early Warning and Response Mechanism Coordinating Centre shall be vested in the Centre; and
- (c) all rights, interests, obligations and liabilities of the National Early Warning and Response Mechanism Coordinating Centre existing immediately before the commencement of this Act shall be vested in or inherited by the Centre.

**26.** (1) The Minister may by statutory instrument, make Regulations. Regulations as he may consider necessary or expedient for giving effect to this Act.

SCHEDULE

OFFICIAL OATH

(section 24)

National Early Warning and Response Mechanism Centre

I

.....

Designation .....

Hereby affirm that I should not divulge any classified or confidential information gained by me as a result of the position hold as a/an.....at the Centre to any unauthorized person, either orally, in writing or by any means without the prior official approval of the Executive Director of the Centre, to whom written application should be made for such approval.

I understand also that I am liable to be prosecuted if I publish without official sanction any information I may acquire in the course of my service as personnel of the Centre (unless it has already been made public) or retain without official sanction, any code, word, password or any sketch, plan, model, article, note or official documents which are no longer needed for any official duties.