

AGENDA AND DOCUMENTATION

for the meeting of the

PLANNING COMMITTEE

held at 12H00 on Thursday

29 APRIL 1993

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FOR 29 APRIL 1993 AT 12H00**

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**DRAFT AGENDA FOR THE MEETING OF THE PLANNING COMMITTEE
TO BE HELD ON THURSDAY 29 APRIL 1993**

Chairpersonship : M Webb

1. **Moment of Silence**
2. **Welcome and Attendance**
3. **Ratification of Agenda**
4. **Substantive Issues**
 - 4.1 Outstanding Constitutional Issues (Report from the Sub-Committee attached - Addendum A, p3-18)
 - 4.2 Matters arising from the Report
 - 4.3 Guidelines for the proposed Technical Sub-Committees (Report to the Negotiating Council)
 - 4.3.1 Submissions by participants
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 - 4.4.1 Submissions by participants
5. **Minutes**
 - 5.1 Planning Committee:
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6. **Procedural Issues**

- 6.1 Admission of the media to meetings of the Negotiating Council (Report from the Communications Committee, Addendum C, p87-91)
- 6.2 Criteria for New Participants - Report from sub-committee
- 6.3 Name of the process
- 6.4 Role of the International Community
- 6.5 The balance between the importance of delegates having an opportunity to verbalise their views and motions and the efficiency of the process in terms of the Resolutions Committee

7. **Administrative and Financial Matters**

- 7.1 Report re the problem with the Courier Company (Report from Administration, Addendum D, p92-96)

8. **Agenda of and Report to the Negotiating Council** (Addendum E, p97-98)

9. **Meetings Schedule** (Addendum F, p99)

10. **Closure**

SECOND REPORT TO THE PLANNING COMMITTEE OF THE NEGOTIATING COUNCIL

1. Introduction

- 1.1 The Resolution on the Transition Process adopted by the Negotiating Forum on 1 April 1993 constitutes the mandate for the course of action being pursued in the Negotiating Council and the Planning Committee.
- 1.2 On 26 April 1993 the Consolidated Document on the CODESA Reports, together with proposals on technical committees relating to a number of issues arising there from, were tabled at the meeting of the Negotiating Council. The focus of those proposals was the preparation for free and fair elections and the creation of a climate for free political activity.
- 1.3 The Sub-Committee report noted that two outstanding issues arising from the CODESA reports namely, the Constitution Making Body/Process and the Transitional/Interim Constitution as well as other constitutional issues listed in the Resolution on the Transition Process of the Negotiating Forum, would be dealt with in a subsequent report.
- 1.4 The Negotiating Council on 26 April 1993, decided that the Sub-Committee submit its report on the outstanding constitutional issues to the Planning Committee on 29 April 1993, in order to ensure that the report is presented at the meeting of the Negotiating Council scheduled for 30 April 1993.
- 1.5 Accompanying the proposals in this Report and the first Report of the Sub-Committee is a draft memorandum of understanding which underpins these proposals.

2. The Negotiating Forum Resolution

- 2.1 On 1 April 1993 the Negotiating Forum adopted a Resolution on the Transition Process instructing:

"... the Negotiating Council to consider and report on all matters arising from the Consolidated Report, including the following and other constitutional issues:

- * Form of State and Constitutional Principles
- * Constitution Making Body/ Constituent Assembly
- * Transitional/Interim Constitution
- * Transitional Regional/Local Government

- * Fundamental Human Rights during the Transition
- * Transitional Executive Council, its Sub-Councils, the Independent Elections Committee and the Independent Media Committee
- * Future of the TBVC states
- * Self-determination"

2.2 It should be noted that of the above list of constitutional matters, the question of the Transitional Executive Council, its Sub-Councils, the Independent Elections Committee and the Independent Media Committee have already been dealt with in the first set of proposals which were tabled at the Negotiating Council on 26 April 1993.

2.3 The current proposals therefore address the remaining constitutional matters listed in the Resolution of the Negotiating Forum.

3. Approach to the Outstanding Constitutional Matters

3.1 All these constitutional issues have a direct bearing on two specific aspects:

- * The Transitional/Interim Constitution which would be negotiated at the Multi-Party Forum, and enable the country to move to:
- * A final constitution which will be adopted by an elected Constitution Making Body.

3.2 The outstanding list of constitutional matters are very much interrelated:

3.2.1 Form of State can be understood in its total dimension. Descriptions of the particular Form of State that might be used in this case, may include *inter alia*, socialist state, democratic republic, Westminster parliamentary government, constitutional state, dictatorship, democracy, union or federation. The term Form of State may also be used to focus on one particular attribute of the overall constitutional form, for example the relationship between central and regional government. Whatever the term entails, the rest of the outstanding matters listed in the Resolution (Transitional Regional/Local Government; Fundamental Human Rights during the Transition; The Future of the TBVC states; and Self-Determination) are all interrelated with the Form of State, whether as determined in a final constitution or in a transitional, an interim or a next constitution. It is accordingly suggested that it may prove unproductive, or even futile, to discuss any one of these items in complete isolation. It is suggested that whenever anyone of these listed matters is the

subject of discussion in the Negotiating Council, participants should be allowed to simultaneously also deal with any or all of the others.

3.2.2 Many appellations are used to describe any particular state or aspect of a particular Form of State. Examples are social democracy, liberal democracy, parliamentary government, federation, union, unitary state, constitutional state and multi-party government. What we seek is a consensus agreement on the political and constitutional arrangements defining the relationship between the State and its constituents. The possibility of reaching understanding and accommodating what at first sight appears to be conflicting aspirations, is enhanced if the content of particular issues and aspects are addressed.

3.2.3 The Consolidated Document on CODESA Reports contains several sections on constitutional matters under the headings: "Constitutional Making Body/Process" and "Transitional/ Interim Constitution". These sections of the report(see Annexures A and B hereof), as well as extracts relating to the Future of the TBVC States (see Annexure C hereof), are attached hereto as they may be useful for focusing discussion on the constitutional matters listed in the Resolution. To cite a few examples:

3.2.3.1 Some of the principles listed stipulate that South Africa shall be a multi-party democracy with regular elections on the basis of universal suffrage on a common voters roll; that there shall be separation of powers between the legislature, executive and judiciary; and that the constitution will be the supreme law.

3.2.3.2 Another principle listed deals with the structuring of government at national, regional and local levels.

3.2.3.3 As points of reference the use of the Consolidated Report will enable each of the principles to be looked at, refined and if necessary further elaborated so as to form the basis for the possible accommodation between participants in the Multi-Party talks.

4. The Process Towards Reaching agreement

4.1 It is recommended that technical committees charged with formulating documentation in a systematic fashion under the direction of the Negotiating Council will facilitate discussion at the level of the Negotiating Council and enable participants to make structured inputs aimed at reaching accommodation.

4.2 In spite of the interrelationship of the constitutional matters listed we would suggest two technical committees:

4.2.1 A technical committee on the question of fundamental human rights during the transition. This technical committee would :

- * Receive written inputs on fundamental rights during the transition from any participating party;
- * Take note of discussions on this subject in the Negotiating Council; and
- * From time to time and under the direction of the Negotiating Council prepare documentation on which discussions can proceed.

4.2.2 A technical committee to deal with the remaining constitutional items as a package (Form of State and Constitutional Principles; Constitutional Making-Body/Constituent Assembly; Transitional/Interim Constitution; Transitional Regional/Local Government; Future of the TBVC states and Self Determination). This technical committee would:

- * Take into account discussions in the Negotiating Council on these subjects;
- * Receive written inputs from participants; and
- * From time to time and under the direction of the Negotiating Council prepare documentation on which discussions can proceed.

4.3 Documentation produced by each of these technical committees would be discussed at the Negotiating Council and sent back to the technical committee for further development. This process would be repeated until agreement is reached on a final document.

CONSTITUTION-MAKING BODY/PROCESS

1. **General Constitutional Principles**

1.1 The Declaration of Intent contains six general principles:

"To set in motion the process of drawing up and establishing a constitution that will ensure, inter alia:

- a. *that South Africa will be a united, democratic, non-racial and non-sexist state in which sovereign authority is exercised over the whole of its territory;*
- b. *that the Constitution will be the supreme law and that it will be guarded over by an independent, non-racial and impartial judiciary;*
- c. *that there will be a multi-party democracy with the right to form and join political parties and with regular elections on the basis of universal suffrage on a common voters roll; in general the basic electoral system shall be that of proportional representation;*
- d. *that there shall be a separation of powers between the legislature, executive and judiciary with appropriate checks and balances;*
- e. *that the diversity of languages, cultures and religions of the people of South Africa shall be acknowledged;*
- f. *that all shall enjoy universally accepted human rights, freedoms and civil liberties, including freedom of religion, speech and assembly protected by an entrenched and justiciable Bill of Rights and a legal system that guarantees equality of all before the law."*

(cf Declaration of Intent, pages 2 & 3)

1.2 In this regard, an Addendum was subsequently appended to the Declaration as a clarification to the above principles:

"For the avoidance of doubt as to the interpretation of the Declaration of Intent, it is declared by its signatories that irrespective of their individual interpretive views thereof, no provision of the Declaration of Intent, interpreted alone or in conjunction with any other provision thereof shall be construed as -

1. *favouring or inhibiting or precluding the adoption of any particular constitutional model, whether unitary, federal, confederal, or otherwise, consistent with democracy;*
2. *preventing any participant from advocating the same or the separation, in terms of any constitutional model, of powers between a central government and the regions; during the proceedings of CODESA or any of its committees or Working Groups;"*

(cf Addendum to Declaration of Intent, page 4)

1.3 In addition to the above, the Management Committee issued a further clarification to the effect that the Declaration of Intent must be understood to allow any participant to make submissions on the question of self-determination.

1.4 The question of constitutional principles which would be binding on a Constitution-Making Body (CMB) was part of the Terms of Reference of Working Group 2. The following areas of commonality with regard to general constitutional principles were prepared by the Steering Committee and submitted to the Working Group on 12 May 1992:

- "1: *South Africa will be a united, sovereign state in which all will enjoy a common South African citizenship.*
2. *South Africa will be democratic, non-racial and non-sexist.*
3. *The constitution shall be the supreme law.*
4. *There will separation of powers between the legislature, the executive and the judiciary with appropriate checks and balances.*
5. *The judiciary will be independent, non-racial and impartial.*
6. *There will be a legal system that guarantees the equality of all before the law.*
7. *There will be representative and accountable government embracing multi-party democracy, regular elections, universal adult suffrage, a common voters role and, in general, proportional representation.*
8. *The diversity of languages, cultures and religions will be acknowledged.*

9. *All will enjoy universally accepted human rights, freedoms and civil liberties including freedom of religion, speech and assembly which will be guaranteed by an entrenched and justiciable Bill/Charter of Fundamental Rights.*
10. *Government shall be structured at national, regional and local levels.*
 - 10.1 *At each level there shall be democratic representation.*
 - 10.2 *Each level of government shall have appropriate and adequate legislative and executive powers, duties and functions that will enable each level to function effectively; such powers, duties and functions to be entrenched in the constitution.*
 - 10.3 *In addition to the powers, duties and functions entrenched in the constitution, each level of government may delegate powers, duties and functions to other levels of government.*
 - 10.4 *The general principles of the constitution including the terms of the Bill/Charter of Fundamental Rights shall apply to each level of government.*
11. *The new constitution shall provide for effective participation of minority political parties consistent with democracy."*

(cf pages 43 - 44)

- 1.5 The Steering Committee also prepared a report dated 27 April 1992 recording the areas on which no agreement yet existed:

"2. *Issues on Which No Agreement Yet Exists*

- 2.1 *Economic freedom, government intervention and economic systems.*
- 2.2 *Accommodation of the diversity of languages, cultures and religions.*
- 2.3 *Role of Traditional Leaders.*
- 2.4 *The Bill/Charter of Fundamental Rights including:*
 - 2.4.1 *Its nature and scope*
 - 2.4.2 *Affirmative action*
 - 2.4.3 *Second generation rights*

2.5 *Self-determination*

2.6 *New items proposed, namely:*

2.6.1 *The role of standing committees in the formulation of legislation.*

2.6.2 *Government will be open, accessible and accountable.*

2.6.3 *Power sharing.*

3. *Draft Principles on 2.1 to 2.4 Above Prepared by the Steering Committee on 23.3.92*

3.1 *Draft principle on economic freedom, governmental intervention and economic systems:*

"The constitution should provide for the promotion of the improvement in the quality of life of all South Africans by enabling economic growth, human development, social justice and equal opportunities for all."

3.2 *Draft principle on the Bill/Charter of Fundamental Rights:*

"There shall be a justiciable bill/charter of fundamental rights which shall ensure inter alia :

- *universally accepted human rights and freedoms;*
- *civil liberties including freedom of religion, speech and assembly;*
- *the equality of all before the law;*
- *property rights, provided that legislation may in the public interest authorise expropriation against payment of reasonable compensation which shall in the event of a dispute be determined by a court of law.*

The constitution shall enable the implementation of measures to help address the racial and gender inequities caused by past discrimination."

3.3 *Draft principle on the accommodation of the diversity of languages, cultures and religions:*

"The constitution at all levels of government shall accommodate and protect the right of citizens to practice their religion, enjoy

their culture and use their own language both as individuals and in association with others. This shall include the right of citizens where practicable to have their children educated in their mother tongue and the right of citizens to establish educational institutions reflecting their language, culture and religion, provided that racial discrimination may not be practised."

3.4 Draft principle on the role of traditional leaders:

"The constitution should define a suitable role for traditional leaders consistent with the objective of a united, non-racial, non-sexist, democratic South Africa." "

(cf pages 41 - 42)

2. Constitution-Making Body

2.1 The Working Group 3 Report to CODESA 2 recorded commonality, on pages 48 & 49, in the following terms:

"9. *As will appear from the agreements set out below, the Working Group was of the opinion that the transition to democracy involves two preliminary stages. The first stage is one during which preparations will be made for the holding of free and fair elections for an elected parliament under an interim constitution with the power to draft in terms of agreed procedures a new constitution and to act as an interim legislature. This stage covers the whole of the period up to and including the holding of the elections. The second stage covers the period from the holding of the elections to the adoption of a new democratic constitution and the installation of a new government in accordance with the provisions of such constitution."*

2.2 This Report also recorded the following understanding:

"12. *The following agreements were reached in regard to the first stage of the transition. These agreements and their implementation are dependent upon agreement being reached by Codesa in respect of the second stage of the transition, including an interim constitution, and general constitutional principles."*

2.3 The memorandum prepared by the Chairman and Secretary of Working Group 2, dated 22 June 1992, which appears on pages 33 - 44, records the following basis approach:

"1. Basic approach: Constitution making within the framework of a Transitional/Interim Constitution

1.1 CODESA shall agree to and draft a transitional/interim constitution. This constitution shall be submitted to parliament for legislation within two months of this agreement and all parties within Codesa in parliament commit themselves to supporting such legislation.

1.2 The transitional/interim constitution shall make provision for the constitution making process through which, and the constitution making body by whom, a final constitution shall be drafted and adopted."

(cf page 36)

2.4 Working Group 2 was seized with three proposals which appear on pages 34 - 35, aimed at resolving the deadlock which had arisen. All three proposals were based on the premise that the elected National Assembly would draft and adopt the final constitution.

2.5 From the point of view of constitution making, the National Assembly shall be elected on the basis of proportional representation and universal adult suffrage, half the seats being allocated through national lists and half through regional lists, in order to ensure proper representation of regions.

(cf paragraphs 3.1.2, 3.2.1, page 37)

2.6 On the binding nature of the constitutional principles, the following was recorded:

"3.8.1 CODESA shall agree on a set of general constitutional principles to be enshrined in the final constitution and which shall not be contradicted by any provision of the final constitution.

3.8.2 The transitional/interim constitution shall contain an entrenched provision prescribing that the final constitution shall give effect to paragraph 3.8.1 and shall establish an independent mechanism which will be the only body to determine that the general constitutional principles have been enshrined and not contradicted in the final constitution; which determination may only be initiated by a party in the NA."

(cf page 39)

2.7 On the question of time frames and deadlock-breaking for the CMB, the following is recorded:

"4. Special Mechanisms

Codesa shall agree on special mechanisms to ensure that the national assembly completes the work of drafting and adopting the final constitution within a specified period of time. The transitional/interim constitution shall remain in force until replaced by the final constitution."

(cf page 39 of the Volume on CODESA Agreements)

(cf pages 30-36 of the Consolidated Report.)

TRANSITIONAL/INTERIM CONSTITUTION

1. The Working Group 3 Report records the following:

"9. As will appear from the agreements set out below, the Working Group was of the opinion that the transition to democracy involves two preliminary stages. The first stage is one during which preparations will be made for the holding of free and fair elections for an elected parliament under an interim constitution with the power to draft in terms of agreed procedures a new constitution and to act as an interim legislature. This stage covers the whole of the period up to and including the holding of the elections. The second stage covers the period from the holding of the elections to the adoption of a new democratic constitution and the installation of a new government in accordance with the provisions of such constitution."

(cf page 48)

2. The Transitional/Interim Constitution (as distinct from the final constitution) shall be agreed upon in CODESA.

3. The Transitional/Interim Constitution shall make provision for the following:

"3.1 A Legislature

The legislative authority shall vest in a democratically elected interim/transitional parliament consisting of a National Assembly and a Senate functioning in terms of the special majorities and general constitutional principles agreed upon.

3.1.1 *The structure and role of the Senate must still be agreed upon.*

3.1.2 *The National Assembly shall be elected on the basis of proportional representation and universal adult suffrage, half the seats being allocated through national lists and half through regional lists in order to ensure proper representation of regions."*

(cf page 37)

"3.3 An Executive

3.3.1 *Executive authority shall vest in a multiparty executive in accordance*

with the principle of an interim/transitional government of national unity.

3.4 *The separation of powers*

There shall be a separation of powers between the executive, legislature and judiciary according to the principles underlying a constitutional state.

3.5 *Fundamental Rights*

CODESA shall agree on justiciable fundamental rights which shall form part of and shall be entrenched in the transitional/interim constitution.

3.6 *Regional Government*

3.6.1 *CODESA shall agree on the boundaries, powers, duties and functions of regional governments.*

3.6.2 *Provision shall be made for regional government and/or the phasing in of such government with the boundaries, powers, duties and functions as referred to in paragraph 3.6.1.*

3.6.3 *The transitional/interim constitution shall entrench regional government and its boundaries, powers, duties and functions in the transitional phase and the transitional/interim constitution shall in this regard not be amended without the agreement of all the parties in the National Assembly until the adoption of a new constitution in terms of the procedures set out in 3.2.*

3.7 *Provisions regarding amendments to the transitional/interim constitution.*

Amendments shall only be of force and effect if:

3.7.1 *They do not contradict the set of constitutional principles referred to in paragraph 3.8.1.*

3.7.2 *They have been adopted according to the procedures set out in paragraph 3.2."*

(cf page 38 of the Volume on CODESA Agreements)

(cf pages 37-38 of the Consolidated Report)

Annexure C

4.4 Working Group 4 : The future of the TBVC states

(The full text of agreements appear on pages 66-73 of the Volume on CODESA Agreements)

The report recorded:

- 4.4.1 Agreement in principle to the reincorporation of the TBVC states
- 4.4.2 Agreement that the TBVC states will participate in the transitional arrangements as projected by Working Group 3, on the understanding that these arrangements shall impact mutatis mutandis on the TBVC governments and territories in the same way that they impact upon the South African government and the territory of the RSA.
The Bophuthatswana government reserved its position
- 4.4.3 Agreement that the TBVC states shall take part fully in the process of constitution making and the transitional arrangements, including elections, as may be proposed by Working Groups 2 and 3. Their participation will be arranged in such a way that their vote in a national election shall signify support for, or rejection of reincorporation thus constituting a test of the will of the people. (Reservations were expressed by the Bophuthatswana government)
This will lead to the restoration of South African citizenship to all citizens of the TBVC states who would have been South African citizens had the TBVC states not come into existence. (Reservations by the Bophuthatswana government were expressed)
- 4.4.4 Consensus was reached on a number of issues in relation to the practical, financial and administrative effects of reincorporation.

MEMORANDUM OF UNDERSTANDING AMONG ALL PARTICIPANTS IN THE MULTI-PARTY PROCESS RELATING TO PROPOSALS ARISING FROM THE MULTI-PARTY FORUM RESOLUTION ON THE TRANSITION PROCESS.

1. The Transition Process involves reaching agreement on a number of key elements. Discussion around any particular element gives rise to suspicion and fears that agreement on it would lead to that agreement being implemented before agreement has been reached on ALL the key elements that constitute a package around the transition process.
2. Such fears were addressed in the CODESA process in Working Group 3 whose report appears in the Consolidated Document on pages 22-29. This Report states that "These agreements (that is, relating to the first stage of the transition, namely the TEC) and their implementation are dependent upon agreement being reached by CODESA in respect of the second stage of the Transition, including an Interim Constitution, and general Constitutional Principles". (cf clause 4 of the Agreement on page 22).
3. Mindful that the above proviso is contained in the CODESA Agreements which are treated in the Multi-Party Forum as points of reference, and not as binding agreements; mindful also that some of the participants in the current Multi-Party Forum have specifically indicated that they consider themselves bound by the agreements reached in CODESA; it therefore becomes necessary that participants in the Multi-Party Forum should commit themselves to a similar type of provision so that the proposals based on the Multi-Party Resolution on the Transition Process may be addressed in a manner that removes any fears that agreement on any particular proposal necessarily implies agreement on their implementation.
4. The proposals contained in the first report of the Sub-Committee deals with the need for the setting up of technical committees on the following aspects:
 - 4.1 **The Independent Elections Commission**
 - 4.2 **The Independent Media Commission and the Independent Telecommunications Authority**
 - 4.3 **The Amendment or repeal of legislation impeding free political activity and discriminatory legislation**
 - 4.4 **On the TEC and its Sub-councils with the proviso that the question of security forces and all armed formations shall be given priority attention.**
 - 4.5 **On strengthening the National Peace Accord**
 - 4.6 **On the Peace Corps**

5. The second report of the Sub-Committee on other constitutional matters proposes two more technical committees:
 - 5.1 On fundamental rights in the Transition
 - 5.2 On other constitutional matters namely, Form of State and Constitutional Principles, Constitution Making Body/ Constituent Assembly, Transitional/Interim Constitution, Transitional Regional Government, the Future of the TBVC States.

6. It is expressly understood by all participants that each of the above proposals and the documentation emanating from such technical committees shall be discussed in the Negotiating Council with the view to arriving at an agreement on these matters. Furthermore that as when agreement is reached on each of these matters the Council shall expressly determine when and how the specific agreement shall be implemented. This provision is made so as to ensure participants have a clear understanding of the package of agreements which would constitute the key elements of the transition process.

THESE ARE DRAFT MINUTES. THEY ARE CONFIDENTIAL AND RESTRICTED TO MEMBERS OF THE PLANNING COMMITTEE AND THE NEGOTIATING COUNCIL. THE DRAFT MINUTES ARE STILL TO BE RATIFIED AT THE NEXT MEETING OF THE PLANNING COMMITTEE.

DRAFT MINUTES OF THE MEETING OF THE PLANNING COMMITTEE HELD ON 31 MARCH 1993 AT 16H30 AT THE WORLD TRADE CENTRE

PRESENT: B Alexander
R Cronje
C Eglin
PJ Gordhan
FT Mdlalose (Chairperson by rotation)
RP Meyer
MC Ramaphosa
J Slovo
Z Titus
M Webb

T Eloff (Administration)
G Hutchings (Minutes)

1. Chairpersonship and Welcome

- 1.1 FT Mdlalose assumed the role of Chairperson for this meeting.
- 1.2 All members were welcomed.
- 1.3 An apology was made for the late arrival of PJ Gordhan.

2. Ratification of Agenda

The agenda was ratified.

3. Report from Communications Committee

- 3.1 A representative from the Communications Committee presented a summary report which included recommendations to the Planning Committee.
- 3.2 An in-depth written report (Addendum A) with recommendations from the Communications Committee would be tabled at the next meeting of the Planning Committee for action.

- 3.3 With regard to arrangements for the Negotiating Forum, the following was noted:
- * A Fact Sheet would be distributed to the media;
 - * There would be a photographic session from 09:50 to 10:00;
 - * A permanent enquiries desk will be open for the media.
- 3.4 It was agreed that the media will cover the cost of their lunches and refreshments. Tea and coffee will be available free of charge.
- 3.5 It was agreed to recommend to the Negotiating Council that a standing ad hoc Communications Committee be established.
- 3.6 It was noted that the next meeting of the Communications Committee would take place at 08h00 on Friday 2 April 1993. Three media representatives would be present at this meeting to discuss the needs of the media with the Committee.

4. Minutes of the meeting of 26 and 30 March 1993

- 4.1 Minutes of the meeting of 26 March 1993:
- 4.1.1 The minutes were adopted with the following further amendment (other amendments were made at the meeting of the Planning Committee of 30 March 1993, see minutes of that meeting):
- * Item 5.5.8 refers: "withdrew" be replaced by "requested the suspension of".
- 4.1.2 No matters arising were noted.
- 4.2 Minutes of the meeting of 30 March 1993:
- 4.2.1 The minutes were adopted with no amendments.
- 4.2.2 No matters arising were noted.
- 4.3 It was agreed that an "action column" be included in minutes of the Planning Committee.

5. Procedural Issues

5.1 Proposal on the admission of the media to meetings of the Negotiating Council:

It was agreed that the Communications Committee is to submit recommendations and proposals to the Planning Committee with regard to the practical implementation of and the logistical implications of the proposal, in liaison with the Administration where necessary.

5.2 Contract for Administration:

It was agreed that the sub-committee be mandated to draw up a draft contract for the Administration.

5.3 New Participants - Criteria:

5.3.1 It was agreed to defer this matter until the next meeting of the Planning Committee. It was also agreed that a definite proposal should be submitted to the next meeting of the Negotiating Council.

5.3.2 The sub-committee was requested to prepare a further draft for the next meeting of the Planning Committee, taking into account views expressed within the Planning Committee when the initial report of the sub-committee was presented.

5.3.3 It was agreed that a notice with a deadline date be sent by the Administration to all parties/organisations/delegations to further request submissions to the sub-committee with regard to criteria for participation.

5.4 Name of the Process

It was noted that no agreement was reached on this issue and the matter be deferred to the next meeting of the Planning Committee.

The meeting adjourned at 06h15.

The meeting reconvened at 07h15.

5.5 Arrangements for the Meeting of the Negotiating Forum (1 & 2 April)

5.5.1 Allocation of Sessions:

The following allocation of sessions was agreed to:

Day One (1 April 1993):

- * Session One : 10h00 - 13h00
- * Lunch : 13h00 - 14h00
- * Session Two : 14h00 - 16h00
- * Tea : 16h00 - 16h30
- * Session Three : 16h30 - 18h00

End of Day One.

Day Two (2 April 1993):

- * Session One : 09h00 - 13h00
- * Lunch : 13h00

End of Day Two.

5.5.2 Report on the Standing Rules to the Negotiating Forum:

It was agreed that C Eglin and MC Ramaphosa present the document and answer any questions.

5.5.3 Report on the Name of the Process to the Negotiating Forum:

5.5.3.1 It was agreed that B Alexander and J Slovo report to the Forum that no proposal in this regard is yet available and briefly explain the different views.

5.5.3.2 It was agreed to propose to the Forum that this issue be referred back to the Planning Committee for a proposal to the Negotiating Council.

5.5.3.3 It was agreed to propose to the Forum that a circular should be distributed to the Leaders of Delegations, allowing delegations to indicate their first and second preferences for the name of the process to assist the Planning Committee in submitting a proposal to the Negotiating Council.

5.5.4 Report on the Composition and Structure of the Multi-Party Negotiating Forum:

It was agreed that R Meyer and Z Titus present the report to the Forum.

5.5.5 Participation:

5.5.5.1 It was agreed that M Webb present the report to the Forum.

5.5.5.2 The report should note that:

- * The issue of Participation is still under consideration;
- * A report has been submitted by the Planning Committee to the Negotiating Council, but a further recommendation will be submitted to the Negotiating Council by the Planning Committee and a proposal will be tabled at the next meeting of the Negotiating Forum.

5.5.5.3 It was noted that any party/organisation/delegation has the right to question the presenter or comment upon this issue within the meeting of the Negotiating Forum.

5.5.6 With regard to violence (Item 5 of the Agenda for the meeting of the Forum), it was agreed that a Resolution Committee consisting of C Eglin, PJ Gordhan, R Meyer and Z Titus drafts a resolution on violence as a proposal to the Forum. In this way the debate on violence could remain structured. It would be proposed that the Negotiating Council be mandated to set up mechanisms to deal with issues in respect of violence.

5.5.7 With regard to the CODESA Agreements and the Phases of the Transition (Item 6.1 and 6.2 of the Agenda for the meeting of the Forum), it was agreed that M Maharaj and SS van der Merwe present the report.

5.5.8 In respect of the way forward it was agreed that the Planning Committee meet over lunch on 1 April 1993 to assess the progress of the Forum. From this meeting a draft resolution on the way forward could be proposed to the Forum.

5.5.9 It was agreed that the following documentation should form part of the packs for the meeting of the Forum:

- * Agenda
- * Standing Rules
- * Composition and Structure of the Multi-Party Negotiating Process
- * Summary of CODESA Agreements
- * Speaker Request Cards
- * Logistical Information

6. Demonstrations on 1 & 2 April 1993

It was agreed that:

- * Petitions from demonstrating groups should be received at the gate.
- * Demonstrating groups should not be allowed through the gates, but should be handled in a sensitive manner by the security. There would be one control point at the gate and a second one in front of the entrance to the World Trade Centre.
- * On the possibility that groups may manage to obtain entry, a waiting room should be provided for them.

7. **The Role of the International Community**

This was deferred to the next meeting of the Planning Committee.

8. **Requests for Observer Status**

- 8.1 It was agreed that the United Nations be allowed three representatives.
- 8.2 It was agreed that the delegations from Egypt and the PLO not be accorded official observer status.

9. **Administrative and Financial Matters**

It was noted that the Financial Administration is writing a letter to participating Administrations to notify them that they will no longer receive a subsidy for participating in the negotiating process. The Auditor General does not authorise the payment from one government to another already subsidised government within the negotiating process.

10. **Meetings Schedule**

- 10.1 It was agreed that the Planning Committee meet on 15 April 1993 from 10:00 to 16:00.
- 10.2 It was agreed to use a full day for the Negotiating Council meetings.
- 10.3 A request that meetings should begin timeously was noted.
- 10.4 It was requested that the Meetings Schedule be updated to include times.

11. **Closure**

The meeting closed at 22:00.

These minutes were ratified at the meeting of the Planning Committee of 1993 and the amended version signed by the Chairperson of the original meeting on

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CHAIRPERSON

**RECOMMENDATIONS BY THE COMMUNICATIONS COMMITTEE
TO THE PLANNING COMMITTEE - 31 MARCH 1993**

1. Issues for recommendation to the Planning Committee on the meeting of the Negotiating Forum of 1 and 2 April 1993

1.1. Access of media (logistical and security):

To be maintained as for the Planning Forum, as there were no complaints by the media about the access control.

1.2. Photo sessions:

There should be photo sessions 10 minutes prior to the start of the meeting on both Thursday and Friday. The arrangements of these sessions are to be handled by Administration and Security.

1.3. Meals and Refreshments:

There is no objection to the media being responsible for the payment of their own meals and refreshments. Tea and coffee would be provided free of charge. The media must, however, be informed this afternoon of these arrangements, and notification should be handled by Administration.

1.4. Media Conferences:

A booking facility is to be ready for the booking of the Press Conference Room. This should be available to both the Parties and the media. There should be a notice board outside the Media Conference Room where the booking sheet can be displayed. A copy of the booking sheet should also be kept by one responsible person who should be situated at the enquiries desk. The same list should also be available in the office of the Communications Committee.

1.5. Enquiries desk:

A permanent enquiries desk for the media will be situated at the registration desk, to handle all media queries and to make bookings. Copies of the Fact Sheets are to be available here. A register into which parties can submit the name of a contact person and telephone number should also be available.

1.6. Numbers of media representatives that can be expected:

Provision should be made for 200 media persons', as for the planning conference.

1.7. Briefing of press:

1.7.1. A Fact Sheet submitted to all members of the media would be sufficient. It would not be necessary to have a full media briefing. The Fact Sheet should follow the same format as for the Planning Conference, but should include the additional details discussed.

1.7.2. The Fact Sheet should be distributed in the name of Administration.

1.7.3. Before being distributed, the Fact Sheet should be ratified by members of the Communications Committee. The members who volunteered to scrutinise the fact sheet at 16h00 were, Mr Razak, Mr Niehaus, Mr Bambo, and Mr Harrod.

2. **The future role of the Communications Committee**

2.1 The Committee should continue to exist with the same terms of reference.

2.2 Each party to submit the name of one representative.

2.3 The Committee should remain as unrelated to politics as possible, but still maintain the necessary political checks and balances.

2.4 It should be left to the discretion of the Planning Committee to inform the Communications Committee of when their input is required. But, if the Communications Committee feels it need to make a contribution and has been called upon, they should make representations to be invited to Planning Committee meetings.

2.5 In general the Planning Committee should call on the Communications Committee for any advice on media related issues.

2.6 There should be a 3 person chairpersonship functioning as a convening committee. The chairpersonship should operate on a rotating basis. Chairpersons should have a fair amount of delegated authority, and should function as the management committee for the Communications Committee. Mr Carl Niehaus, Mr Piet Coetzer and Mr Mark Shinnars were appointed as Chairpersons.

3. **Media presence at the meetings of the Communications Committee**

3.1 The meetings should be closed to the media, but there should be 3 liaison people from the media who would be available to sit in on the meetings to which the Communications Committee feel they are required.

- 3.2 At these meetings the role of the media would be participatory.
- 3.3 The 3 media representatives would be made up of one representative from the printed media, one from electronic media and one from foreign media.
- 3.4 Selection of these 3 representatives would be made by asking members of the media to vote at the first media conference being held tomorrow.
- 3.5 After the first meeting of the Communications Committee at which the media are present, the issue of whether or not the media should be allowed to attend further meetings will be discussed.

THESE ARE DRAFT MINUTES. THEY ARE CONFIDENTIAL AND RESTRICTED TO MEMBERS OF THE PLANNING COMMITTEE AND THE NEGOTIATING COUNCIL. THEY ARE STILL TO BE RATIFIED AT THE NEXT MEETING OF THE PLANNING COMMITTEE.

DRAFT MINUTES OF THE MEETING OF THE PLANNING COMMITTEE HELD AT 13:00 AND AT 18:30 ON THURSDAY 1 APRIL 1993 AT THE WORLD TRADE CENTRE

PRESENT: B Alexander
R Cronje
C Eglin
PJ Gordhan
FT Mdlalose
RP Meyer (Chairperson by rotation)
MC Ramaphosa
J Slovo
Z Titus
M Webb

T Eloff (Administration)
G Hutchings (Minutes)

Action

1. **Chairpersonship and Welcome**
 - 1.1 RP Meyer assumed the role of the Chairperson for this meeting and welcomed the members.
 - 1.2 It was noted that the members met over a working lunch (from 13h00 to 14h00) to assess the progress of and to consider the Way Forward to submit recommendations to the Negotiating Forum.
 - 1.3 A further meeting of the Planning Committee was held after the meeting of the Negotiating Forum (at 18h30) to consider the way forward in terms of Resolutions agreed upon by the Negotiating Forum.

2. **Evaluation of the Progress of the Negotiating Forum**

It was noted that members were satisfied with the way the Negotiating Forum was chaired and the way in which it was progressing. Due to this progress it was agreed that it would be possible to finish the meeting of the Negotiating Forum by the end of the day.

3. **Resolution on Violence**

3.1 It was agreed to recommend the following to the Negotiating Forum:

3.1.1 That, after the resolution on violence was tabled with the Negotiating Forum, any possible amendments should be forwarded to the Resolution Committee to finalise a comprehensive resolution.

Resolution Committee

3.1.2 That an addendum be attached to the resolution listing the issues to be dealt with in terms of the resolution. These issues should not be discussed within the Negotiating Forum, but within the Negotiating Council.

3.1.3 Delegations should be requested to submit their amendments or issues relating to the Resolution, in writing to the drafting sub-committee. A distinction should be made between amendments to the Resolution and the issues relating to the Resolution.

Leaders of Delegations

3.1.4 The Negotiating Forum should then mandate the Negotiating Council to decide on mechanisms to deal with the issues.

3.1.5 Possible issues to be dealt with could be:

- * The Strengthening of the National Peace Accord;
- * Armed Formations;
- * Crime.

- 3.2 It was noted that the IFP would be tabling a broader proposal in this regard.

4. **The Way Forward**

- 4.1 It was agreed to recommend the following to the Negotiating Forum:

- 4.1.1 That the agenda of the Negotiating Forum be amended as follows:

- * Item 7 should become Item 6.3, and
- * The present Item 6.3 should become Item 7.

- 4.1.2 That M Maharaj and SS van der Merwe present the report on the CODESA Agreements and the Phases of the Transition (Item 6.1 and 6.2 of the Agenda for the Negotiating Forum). Discussion could follow after the presentation.

M Maharaj
SS vd Merwe

- 4.1.3 To propose a Draft Resolution on the Way Forward, to the Negotiating Forum. This will enable the debate/discussion to proceed in a structured way.

- 4.1.4 To request that any amendments to the resolution should be tabled in writing, in line with the manner in which the amendments to the Resolution on Violence was handled.

- 4.1.5 The resolution would encompass issues to be taken up by the Negotiating Council.

- 4.2 The Negotiating Forum should mandate the Negotiating Council to set up mechanisms to deal with the issues listed. Therefore, the issues would be taken further by the Negotiating Council and not by the Negotiating Forum.

Action

5. Name of the Process

It was noted that the Chairperson should remind delegations to forward their name preferences to the Administration before the end of the session.

Chairpersons of
Negotiating Forum

The meeting adjourned at 13:55.

The meeting reconvened at 18:30.

6. The Way Forward

6.1 Violence:

6.1.1 As mandated by the Negotiating Forum, it was agreed to request every party/organisation/delegation to submit proposals on issues that, in their view, cause violence, threaten the negotiating process and undermine the effective implementation of the National Peace Accord.

Leaders of
Delegations

6.1.2 A deadline of 12 April at 16:00 for the submission of proposals should be given to the parties/organisations/delegations.

6.1.3 The proposals should be circulated to the Planning Committee before the next meeting of the Planning Committee.

Administration

6.1.4 The Planning Committee is to suggest mechanisms to the Negotiating Council to deal with the proposals.

6.2 The Transition Process:

6.2.1 As mandated by the Negotiating Council, it was agreed that the Sub-Committee on Constitutional Issues proceed with the drafting of the Consolidated Document.

M Maharaj
B Ngubane
SS vd Merwe

- 6.2.2 It was noted that "agreements" within the Consolidated Document should be referred to as "reports". Therefore, included within the Consolidated Document would be CODESA reports on process, progress and outstanding issues.
- 6.2.3 Once the Consolidated Document is completed, the Planning Committee would have to agree on how it is to be processed.
- 6.2.4 If necessary Technical Committees should be established to produce reports that could be presented at the next meeting of the Planning Committee.
- 6.2.5 The sub-committee should consider what possible Technical Committees would be needed in the future (e.g. for the drafting of legislation).

7. Schedule of Meetings

- 7.1 As mandated by the Negotiating Forum, the Planning Committee established the following meetings:
 - * Planning Committee: Thursday 15 April 1993, from 10:00 to 15:00;
 - * Negotiating Council: Monday 19 April 1993, from 10:00 to 17:00;
 - * Planning Committee: Provisionally keep Tuesday 20 April 1993 available;
 - * Planning Committee: Thursday 22 April 1993, from 14:00 to 18:00; and
 - * Negotiating Council: Friday 23 April 1993, from 09:15 to 17:00.

Action

7.2 It was agreed that the Administration notify the Negotiating Council on Friday 2 April 1993 of these meetings.

Administration

7.3 It was suggested that the next meeting of the Negotiating Forum would take place on 29 April 1993.

8. Closure

The meeting closed at 19:00

These minutes were ratified at the meeting of the Planning Committee of 1993 and the amended version signed by the Chairperson of the original meeting on

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CHAIRPERSON

THESE ARE DRAFT MINUTES. THEY ARE CONFIDENTIAL AND RESTRICTED TO MEMBERS OF THE PLANNING COMMITTEE AND THE NEGOTIATING COUNCIL. THEY ARE STILL TO BE RATIFIED AT THE NEXT MEETING OF THE PLANNING COMMITTEE.

DRAFT MINUTES OF THE MEETING OF THE PLANNING COMMITTEE HELD AT 14H30 ON THURSDAY 22 APRIL 1993 AND AT 08H30 ON FRIDAY 23 APRIL 1993 AT THE WORLD TRADE CENTRE

PRESENT: B Alexander
 R Cronje
 C Eglin
 PJ Gordhan
 FT Mdlalose
 RP Meyer
 MC Ramaphosa
 J Slovo
 Z Titus (Chairperson by rotation)
 M Webb

 T Eloff (Administration)
 G Hutchings (Minutes)
 H Bokaba (Assistant)
 K Morgan (Assistant)

Action

1. Chairpersonship and Welcome

- 1.1 In accordance with the agreed principle of rotation, MC Ramaphosa was due to assume the role of Chairperson for the meeting. MC Ramaphosa requested the meeting to allow him to stand down and the next member chair the meeting.
- 1.2 The next member due to chair was J Slovo who also requested that he be allowed to stand down from the chair.
- 1.3 It was agreed that Z Titus, therefore, assume the role of Chairperson.
- 1.4 The members were welcomed and the Chairperson enquired as to whether any member had any proposals or comments to put forward before the meeting began formally. In this regard the following was noted:

* MC Ramaphosa formally conveyed the

appreciation of the ANC and thanked members of the Planning Committee for their understanding and co-operation with regard to the proposal put forward by the ANC that meetings of the Negotiating Process be postponed in order to arrange Mr Chris Hani's burial.

- * That the meetings of the Negotiating Process would have commenced on 15 April 1993 if the assassination of Mr Chris Hani had not occurred.

- 1.5 Apologies were noted for the late arrival of R Meyer when the meeting recommenced on Friday 23 April 1993.

2. Ratification and Amendment of the Agenda

The Agenda was ratified with the following amendments:

- * Item 3 to read "Ratification and Amendment of Agenda";
- * The addition of an item 3a to read "Implications of the assassination of Mr Chris Hani and subsequent events for the negotiations process";
- * Item 6 and 7 be interchanged;
- * Item 6 to read as follows:
 - "6.1 The Report from the Sub-Committee on Constitutional Issues
 - 6.2 Implementation of the Resolution on Violence
 - 6.2.1 Submissions by participants on violence
 - 6.3 Implementation of the Resolution on the Transition Process";
- * The addition of an Item 10 to read "Draft Agenda for and report to the Negotiating Council";

Administration

- * The numbers following changed accordingly.

It was agreed to begin each meeting of the Planning Committee with a moment of silence. It was further agreed that a proposal recommending that meetings of the Negotiating Council commence in this way, be tabled at the meeting of the Negotiating Council on Monday 26 April 1993.

Chairpersons

3. **The Implications of the Assassination of Mr Chris Hani on and Subsequent Events for the Negotiations Process**

3.1 After discussion the following was noted:

- * It was agreed to focus on Item 6 of the agenda before attending to the other Items on the agenda.
- * It was agreed to propose to the Negotiating Council that a motion of condolences be extended to the Hani family on behalf of the Multi-Party Negotiating Process.
- * That PJ Gordhan was requested to draft a proposal for submission to the Planning Committee when the meeting recommenced on Friday 23 April 1993. Once this draft had been amended and approved by the meeting, it would be tabled at the meeting of the Negotiating Council on Monday 26 April 1993.

PJ Gordhan

4. **Substantive Issues**

4.1 The Transition Process:

- 4.1.1 As mandated by the Negotiating Forum, the Sub-Committee (consisting of M Maharaj, B Ngubane and SS van der Merwe) tabled and verbally presented the Consolidated Document, encompassing CODESA Agreements (and Constitutional Issues) to the meeting.
- 4.1.2 Furthermore, four proposals intending to take the up the issues of the TEC, the IEC, the IMC

and Discriminatory Legislation were presented to the meeting.

4.1.3 It was agreed that the Sub-Committee only present the Consolidated Document to the meeting and that discussion in this regard would take place when the meeting recommenced on Friday 23 April 1993, where the Planning Committee would then formulate a package of proposals for recommendation to the meeting of the Negotiating Council on Monday 26 April 1993. These proposals would be aimed at facilitating the way forward.

Sub-Committee

4.1.4 It was agreed to deal with the substance of what was reported first and then to deal with the issue of violence when the meeting recommenced on Friday 23 April 1993.

The meeting adjourned at 17h35.

The meeting recommenced on Friday 23 April 1993 at 08h30.

4.1.5 After discussion the following was noted:

- * The proposals as suggested by the Sub-Committee will allow those participants who were not part of CODESA to make an input. Furthermore, they also allow participants in the CODESA process to make further inputs should they so wish;
- * It was agreed to recommend to the Negotiating Council that the proposed Technical Sub-Committees be established. This constituted agreement on the handling of the process and procedures to be followed but not necessarily on the substantive issues;
- * That drafting in legislative form should

precede substantive discussion on these issues/topics as this would facilitate and structure the discussion process. It was further noted that this drafting would in no way pre-empt political decisions on the issues;

- * Any participant may submit inputs/proposals in respect of the Terms of Reference of the Technical Sub-Committees through the Sub-Committee. It was further noted that the possible receipt of further inputs should not delay the setting up and the work of the Technical Sub-Committees;
- * All participants should be invited to submit written inputs with regard to the Terms of Reference. The suggested deadline for such submissions is Wednesday 28 April 1993 at 12h00. It was suggested to propose to the Negotiating Council that the Council mandate the relevant proposed Technical Sub-Committee to take into account as many of the submissions as possible. The amended Terms of Reference should be submitted to the next meeting of the Negotiating Council (Friday 30 April 1993) through the Planning Committee;
- * That the Technical Sub-Committees would only have the power to draft in terms of their mandate (i.e. the Terms of Reference);
- * It was noted that this was an initial report from the Sub-Committee and that the Planning Committee was awaiting a further report dealing with Constitutional Issues as listed within The Resolution on the Transition Process as adopted at the meeting of the Negotiating Forum on 1 April 1993;

- * The Sub-Committee members were congratulated on their work.
- 4.1.6 It was agreed to present the report to the Negotiating Council in the following way:
- * To initially draw the attention of the Negotiating Council to the Resolution on the Transition Process adopted at the meeting of the Negotiating Forum on 1 April 1993;
 - * That the proposals are part of the recommended way of implementing the Resolution;
 - * To clearly state that the report is not complete and that the Sub-Committee, to complete the report, is still to submit via the Planning Committee a report on the Constitutional Issues to be dealt with as listed in the adopted Resolution on the Transition Process;
 - * To further state that these issues would be dealt with at the next meeting of the Negotiating Council on Friday 30 April 1993.
 - * To make participants aware that it is the concept of the setting up of Technical Sub-Committee that is being recommended and that all participants are invited to submit inputs with regard to the Terms of Reference of the Technical Sub-Committees. Furthermore, once the Technical Sub-Committees have been established, all participants will have direct access to them.
 - * That if any participant finds any inconsistencies within the Consolidated Report, to advise the Sub-Committee in this regard. Furthermore, that the

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Summary of CODESA Agreements as distributed at the meeting of the Negotiating Forum on 1 April 1993 is the authoritative document and that the Consolidated Document is a consolidation of the Summary of CODESA Agreements.

- * To note that points of substance should be submitted to the Negotiating Council through the Planning Committee. It was suggested that it could be considered to allow Technical Sub-Committee members to attend relevant meetings of the Negotiating Council so as to benefit from the input. A cut-off date is needed so that the proposed Technical Sub-Committee can proceed with and complete its work.

4.1.7 It was agreed that the Administration should make copies of the report from the Sub-Committee available to all delegations before the meeting of the Negotiating Council on Monday 26 April 1993.

Administration

4.1.8 It was agreed that the report be embargoed until Monday 26 April 1993 at 12h00.

4.1.9 Composition of the proposed Technical Sub-Committees:

- * It was agreed that members of the Technical Sub-Committees should be appointed as individuals and should have the necessary expertise.
- * It was noted that the Sub-Committee is in the process of drawing up a list of possible candidates specifying their areas of expertise.
- * It was agreed to recommend to the Negotiating Council that only members of Sub-Committees who would lose

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remuneration for the period that they are working for the proposed Technical Sub-Committees be re-imbursed for their time, based on a professional rate.

- * It should be proposed to the Negotiating Council that it mandates the Planning Committee to submit a recommendation to the next meeting of the Negotiating Council with regard to the list of possible candidates. It should further be proposed that participants may suggest to the Planning Committee any candidates to be included within the recommendation.

4.2 Violence:

4.2.1 The Sub-Committee (consisting of M Maharaj, B Ngubane and SS van der Merwe) presented a report on violence.

4.2.2 It was agreed to recommend to the Negotiating Council that 3 Technical Sub-Committees each consisting of 3 persons be established.

4.2.3 It was suggested that the Technical Sub-Committees should deal immediately with the following issues:

- * Strengthening of the Peace Accord, taking into account the work of Working Group 1 at CODESA. It should be further recommended that 3 persons be nominated from the Peace Committee to serve in an advisory capacity on the Technical Sub-Committee.
- * The possible setting up of a Peace Corps.
- * Armed Formations. It is recommended that this Technical Sub-Committee be entrusted to the Technical Committee on

the TEC.

4.2.4 It was agreed that the issue of violence should be an ongoing debate and should remain on the agendas of the Planning Committee and the Negotiating Council. It was further agreed that submissions should be received on an on-going basis in this regard.

4.2.5 It was suggested that all participants, if they so wish, submit suggestions for further mechanisms to resolve the issue of violence to further identify the issues to be addressed by the mechanisms to the Sub-Committee. This would facilitate the work of the Sub-Committee in submitting recommendations to the Planning Committee, who in turn would submit recommendations to the Negotiating Council.

4.2.6 It was agreed that a peace statement be drafted by the Sub-Committee for tabling at the meeting of the Negotiating Council on Monday 26 April 1993 through which all participants in the Multi-Party Negotiating Process could publicly re-commit themselves to peace.

Sub-Committee

5. **Motions of Condolences**

It was agreed that a motion of condolences should be sent to the family of Dr AP Treurnicht. C Eglin was requested to draft a motion in this regard.

6. **Minutes of the Planning Committee meetings of 31 March 1993 and 1 April 1993**

6.1 The minutes were noted but not approved.

6.2 It was agreed to consider the minutes at the next meeting of the Planning Committee.

6.3 The minutes of the Negotiating Forum would also be considered at the next meeting of the Planning Committee. It was agreed that the minutes of the

Negotiating Forum should be included within the documentation for the meeting of the Negotiating Council on Monday 26 April 1993.

7. **Procedural Issues**

7.1 **Admission of the media to meetings of the Negotiating Council** (Report from the Communications Committee):

7.1.1 A representative from the Communications Committee presented a report which included recommendations to the Planning Committee. (This issue was reported on at the beginning of the meeting on Thursday 22 April 1993.)

7.1.2 After discussion it was agreed that:

- * In view of the clear decision taken by the Negotiating Council at its meeting of 30 March 1993 to admit the media to meeting of the Negotiating Council, the Administration in consultation with the Communications Committee should make the necessary arrangements to accommodate the media.
- * It was agreed that another room be set up to accommodate a possible media overflow with a feed running from the meeting room into the overflow room.
- * It was agreed that the Administration get a cost estimate from the SABC. The quotation of R27 927 excluding VAT was accepted for services rendered from the SABC for Monday 26 April 1993 and Friday 30 April 1993.
- * It was agreed that the Communications Committee will submit a report to the Planning Committee based on the results of the media attending the meeting of the Negotiating Council on

Administration

Communications
Committee

Monday 26 April 1993. Further recommendations would then be made to the Negotiating Council.

* It should be reported to the Negotiating Council at the meeting on 26 April 1993 that the Planning Committee handled the arrangements for the media on Monday 26 April 1993 and a final report will follow.

Planning
Committee

* It was agreed that the Item of "Media Documentation" should be the first item on the agenda for the meeting of the Negotiating Council. A decision is necessary on whether the media should pay a fee for documentation relevant to the meeting. It would be suggested to the Negotiating Council that each media group be requested to deposit a sum of R200 in payment for copies of documents relevant to the meeting. Agendas of the meeting of the Negotiating Council on Monday 26 April 1993 would be distributed to the media before the meeting.

7.2 Agreement for the Administration:

A draft agreement would be submitted to the meeting of the Negotiating Council on Monday 26 April 1993 for adoption.

7.3 Criteria for New Participants:

7.3.1 The Sub-Committee requested the Planning Committee to re-consider the report from the Sub-Committee at its next meeting as no amendments had been made to the document. The Sub-Committee was of the view that not enough inputs had been received in this regard from participants to justify amendments.

7.3.2 It was noted that the Sub-Committee should receive from the Administration any

Administration

outstanding submissions in this regard.

7.3.3 It was noted that this issue should be treated as a matter of urgency.

7.4 **Name of the Process:**

7.4.1 It was agreed to refer this issue to B Alexander and J Slovo for further consideration and recommendation.

7.4.2 It was reported to the meeting of the Negotiating Council on Monday 26 April 1993 that this issue is still under consideration.

8. **Administrative and Financial Matters**

8.1 It was noted that reports not received timeously should stand over until the next meeting of the Planning Committee.

8.2 The Administration gave a report on security with regard to possible demonstrations to be held on Friday 23 April 1993. The Administration requested assistance from members if necessary. It was agreed that the demonstrators should remain outside the premises of the World Trade Centre.

8.3 The Administration submitted a report on "Contact with other Negotiating Fora". The report was adopted with amendments (see Addendum A). It was noted that the Planning Committee is to be kept fully informed in all aspects in this regard and a list of such fora should be submitted by Administration.

Administration

8.4 The Administration announced that copies of newspapers would be available in the tea/coffee area of the Negotiating Council meeting room.

8.5 It was noted that if participating governments and administrations make travel and accommodation arrangements through the travel offices of the Multi-Party Negotiations Process at the World Trade Centre they are not liable for payment of the account as the

Financial Administration would be re-imbursing the travel office and not the relevant government/administration.

9. **Role of the International Community**

9.1 All participants were requested to submit recommendations to the Sub-Committee (consisting of M Maharaj, B Ngubane and SS van der Merwe). The Sub-Committee is then to submit proposals/recommendations in this regard to the Planning Committee for recommendation to the Negotiating Council. It was noted that there is no deadline for submissions at this stage.

Chairperson

9.2 It was noted that the Role of the International Community will further emerge as the process unfolded.

10. **Draft Agenda for the meeting of and the report to the Negotiating Council**

10.1 It was agreed that the Chairperson for the meeting of the Negotiating Council on Monday 26 April 1993 (PJ Gordhan) be assisted by the incoming Chairperson (L Landers).

10.2 With regard to the question of the role that the Chairperson of the Planning Committee plays within the meetings of the Negotiating Council, it was agreed that this be discussed at the next meeting of the Planning Committee. It was noted that when reports are presented by the Planning Committee the last Chairperson of the Planning Committee should be onhand to assist the Chairperson of the day.

Planning Committee

10.3 The draft agenda was approved as amended (see Addendum B).

10.4 It was agreed that:

- * The Consolidated Document be introduced by Z Titus and the Planning Committee

recommendations be presented by Z Titus.

- * The body of the Consolidated Document be presented by the Sub-Committee.
- * The Agreement on the Administration, Criteria for New Participants and the Role of the International Community be presented by the Chairperson.
- * The report on the Name of the Process be presented by J Slovo.

11. **Meetings Schedule**

The meetings schedule would be recommended to the meeting of the Negotiating Council on Monday 26 April 1993.

12. **Closure**

12.1 It was agreed that the Chairperson of day issue a brief statement to the media bearing in mind the status of the Planning Committee.

12.2 The meeting closed at 13h15.

These minutes were ratified at the meeting of the Planning Committee of 1993 and the amended version signed by the Chairperson of the original meeting on

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CHAIRPERSON

4c

Recommendation on Contact with Other Negotiating Bodies

Given the fact that, apart from the Multi-Party Negotiating Process, there are numerous national and regional negotiating initiatives, and given the need for transparency, it is recommended that:

1. Contact be made with all relevant negotiating forums, requesting and offering regular exchange of decisions.
2. The Administration, keeping the Planning Committee fully informed, be mandated to comply with this on an ongoing basis.
3. The Administration is to submit a list of such fora to the Planning Committee.

**DRAFT AGENDA FOR THE MEETING OF THE NEGOTIATING COUNCIL
TO BE HELD ON MONDAY 26 APRIL 1993 AT 10H00**

Chairpersonship - PJ Gordhan assisted by L Landers

1. **Moment of Silence and Motions of Condolences**
2. **Welcome and Attendance**
3. **Ratification of Agenda**
4. **Media Documentation**
5. **Minutes**
 - 5.1 Adoption of the minutes of the meeting of the Negotiating Council of 30 March 1993
 - 5.2 Matters arising out of the minutes of the meeting of the Negotiating Council of 30 March 1993
 - 5.3 Other minutes to be noted
6. **Substantive Issues**
 - 6.1 Tabling of the Consolidated Document
 - 6.2 Recommendations by the Planning Committee:
 - 6.2.1 On Violence
 - 6.2.2 On the Transitional Process
7. **Procedural Issues : Report of the Planning Committee**
 - 7.1 Agreement on Administration
 - 7.2 Criteria for New Participants
 - 7.3 Name of the Process
 - 7.4 Role of the International Community
8. **Administrative Announcement**
9. **Meetings Schedule**
10. **Closure**

THESE MINUTES ARE A FIRST DRAFT. THE PLANNING COMMITTEE WILL ALSO REVIEW THEM BEFORE THEY ARE DISTRIBUTED TO PARTICIPANTS IN THE NEGOTIATING FORUM.

THESE ARE DRAFT MINUTES. THEY ARE CONFIDENTIAL AND RESTRICTED TO MEMBERS OF THE NEGOTIATING FORUM. THEY ARE STILL TO BE RATIFIED AT THE NEXT MEETING OF THE NEGOTIATING FORUM.

DRAFT MINUTES OF THE MEETING OF THE NEGOTIATING FORUM HELD ON 1 APRIL 1993 AT 10H00 AT THE WORLD TRADE CENTRE

PRESENT: A list will be available later (Addendum A)

1. Moment of Silence

A moment of silence was observed by all delegates, advisers and observers.

2. Opening Statement by Chairperson

The members were welcomed and an opening statement (Addendum B) was delivered by R Cronje, Chairperson of the first session. R Cronje was assisted by C de Jager and M Nonkonyana.

3. Confirmation of Agenda

3.1 After a proposal by B Ngubane (Kwazulu Government) to discuss the "Form of State" higher up on the Agenda, it was decided that any such item could be raised under Items 6.1, 6.2 or 7 of the Agenda.

3.2 Consequently, the Agenda was confirmed with no amendments.

4. Mechanisms and Procedures - Report from the Negotiating Council

4.1 Standing Rules:

4.1.1 A report was presented to the Forum by C Eglin and MC Ramaphosa.

4.1.2 The Standing Rules were adopted with the following amendments:

* Item 3.1.2 should now read "Four delegates (at least one of

whom would be a woman) and two advisers at meetings of the Negotiating Forum.";

- * Item 3.1.3 should now read "Two delegates (at least one of whom would be a woman) and two advisers at meetings of the Negotiating Council; the leader of the delegation can appoint an adviser to take his/her place as an alternate if necessary.";
- * Item 7.2 should now read "The Negotiating Forum and the Negotiating Council shall be chaired by a core panel of Chairpersons (assisted by two persons from within the Negotiating Council), appointed on merit and capability by the Negotiating Council from its own ranks and serving on a rotating basis. This principle of rotation should be applied from time to time as decided by the Negotiating Council, bearing in mind the principle of continuity.";
- * The addition of an Item 8.3 to read "Where a member or members specifically request that their objection is noted, their objection will be so minuted.";
- * The existing 9.1 and 9.2 be deleted and Item 9 should now read "All meetings of the Plenary, The Negotiating Forum and the Negotiating Council shall be open to the media, with the proviso that the Negotiating Council may, in terms of its own procedures, decide on which part of its meetings should be closed to the media.";
- * Item 10 should now read "These Rules of Procedure can be amended by the Negotiating Forum."

(See Addendum C for the amended Standing Rules)

4.2 Name of the Multi-Party Negotiating Process

4.2.1 A report was presented to the Forum by B Alexander and J Slovo (Addendum D).

4.2.2 The following proposal was agreed upon:

- * The circular indicating various options for the name be handed out to the leaders of the delegations to fill in first and second preferences;
- * The Planning Committee is mandated to use the information

obtained from the circular to assist in the submitting of a recommendation to the Negotiating Council; and

- * The Negotiating Council is to report back to the next meeting of the Negotiating Forum.

4.2.3 All delegations were requested to hand their circular in before the end of the day's proceedings.

4.3 **Composition and Structure of the Multi-Party Negotiating Process**

4.3.1 A report was presented to the Forum by R Meyer and Z Titus (See Addendum E).

4.3.2 The Composition and Structure of the Multi-Party Negotiating Process was adopted with the following amendments:

- * The Composition of the **Negotiating Forum** should now read "Four delegates and two advisers. At least one delegate must be a woman.";
- * The second paragraph under Chairpersonship of the **Negotiating Council** should now read "If a delegate becomes the Chairperson or an assistant to the Chairperson of a meeting, an adviser can take his place as representative of the party/organisation/administration." The same applies to the Chairpersonship of the **Negotiating Forum**.;
- * The sentence under **Administration** should now read "Accountable to the Planning Committee as mandated by the Negotiating Council."

(See Addendum F for the amended Composition and Structure.)

4.3.3 It was agreed to accept in principle that negotiations for a new constitution for South Africa is primarily a matter for South Africans. To what extent non-South Africans should be involved as advisers, and the application thereof, was referred back to the Negotiating Council.

4.3.4 It was noted that all structures should reflect a balanced representation.

4.4 **Participation**

4.4.1 A report was presented to the Forum by M Webb (See Addendum G).

4.4.2 The report, stating that the issue was still under consideration by the Negotiating Council, was accepted.

4.4.3 It was noted that the Negotiating Council and the Planning Committee are grappling with the difficult issue of what objective criteria can be used to measure participation in the Multi-Party Negotiating Process.

4.4.4 Present participants were again invited to submit proposals in this regard to the Planning Committee, through the Administration.

5. Violence and its impact on the Negotiating Process

5.1 A Draft Resolution was presented to the Forum by PJ Gordhan on behalf of the Planning Committee (See Addendum H).

5.2 Each participating delegation made an input on this issue. This took the proceedings up to lunch.

5.3 It was noted that the Planning Committee was to meet over lunch to assess the progress of the Forum and make any recommendations that might promote progress.

The meeting adjourned for lunch at 13h00.

The meeting reconvened at 14h00. At this time, DJ de Villiers assumed the role of Chairperson, assisted by KM Andrew and TJ Mohapi.

5.4 A proposal by the Planning Committee that all suggested amendments be forwarded in writing to the Resolution Committee to draft a resolution was accepted. The Resolution Committee, as proposed by the Planning Committee, consisted of C Eglin, PJ Gordhan, R Meyer and Z Titus.

5.5 After this process and discussion, a Resolution on Violence was adopted by general consensus by the Forum (Addendum I).

5.6 In terms of this Resolution, participants are invited to submit proposals to identify those issues that cause violence, threaten the negotiating process and undermine the effective implementation of the National Peace Accord. These issues will be dealt with by the Negotiating Council.

This discussion took the meeting up to tea time.

When the meeting reconvened, PJ Gordhan assumed the role of Chairperson, assisted by NJ Mahlangu and T Langley.

6. The Transition Process - Report from the Negotiating Council

6.1 It was proposed by the Planning Committee that the Agenda be amended as follows:

- * Item 6.3 should now read "The way forward and instructions to the Negotiating Council concerning constitutional issues"; and
- * Item 7 should now read "The Role of the International Community".

This was agreed to by the Forum.

6.2 A report on the Transition Process was verbally presented by M Maharaj and SS van der Merwe to the Forum. After discussion, the following was agreed:

6.2.1 That a without prejudice Consolidated Document be drafted that will, together with the Document of CODESA Agreements (distributed to members of the Negotiating Council) and the summary of CODESA Agreements (contained within the pack of documents for the Forum), form a trilogy of documents to facilitate the work of the Negotiating Council in their deliberations, and would further enable all participants to address the issues in full. It was noted that the Consolidated Document does not in any way pre-empt agreements by the Negotiating Council and that it is not a binding document.

6.2.2 The Consolidated Document is to be drafted by a Sub-Committee on Constitutional Issues, consisting of M Maharaj, B Ngubane and SS van der Merwe.

6.2.3 The Consolidated Document would give an overview of CODESA reports and agreements. The report from the Gender Advisory Committee from CODESA would be incorporated within the Consolidated Document.

6.2.4 The Consolidated Document and issues flowing therefrom are to be tabled with the Negotiating Council. In this way all organisations can input into and agree to the process.

6.3. The Way Forward:

6.3.1 A Draft Resolution on the Transition Process proposed by the Resolution Committee was tabled (See Addendum J).

6.3.2 It was proposed that all suggested amendments be forwarded in writing to the Resolution Committee to draft a resolution.

6.3.3 After this process and discussion, a Resolution on the Transition

Process was adopted by general consensus by the Forum (Addendum K).

7. **The Role of the International Community**

7.1 It was agreed, by consensus, to refer this matter back to the Negotiating Council.

7.2 A report is to be presented on this issue at the next meeting of the Negotiating Forum.

8. **The processing of the decisions of the Forum**

It was agreed that the Negotiating Council should instruct the Planning Committee to take forward decisions that have been taken, by the Negotiating Forum, with a view to submit proposals to the next meeting of the Negotiating Council.

9. **Closure**

9.1 A motion, containing condolences and paying tribute to Professor Hudson Ntsanwisi of Gazankulu who recently died, was adopted by consensus.

9.2 The meeting was closed at 18h25 and the Chairpersons were complimented on their Chairing.

Addendum A

The following Delegates and Advisors attended the meeting of the Negotiating Forum on 1 April 1993:

Delegates

Advisors

African National Congress

MC Ramaphosa
T Mbeki
M Maharaj
M Manzini

B Masekela
J Zuma

Afrikaner Volksunie

CD de Jager
MJ Mentz
AS Beyers
A Lombard

C Viljoen
C Pienaar
R de Ville

Bophuthatswana Government

R Cronje
R Mangope
BE Keikelame
SG Mothibe

Cape Traditional Leaders

M Nonkonyana
GSK Nota
SM Burns-Ncmashe
S Sigcau

GD Gwadiso
Jongilanga

Ciskei Government

MB Webb
RM Ngcofe
WM Zantsi
VT Gqiba

IJ Smuts
FM Faku

Democratic Party

CW Eglin
KM Andrew
D Smuts
M Rajab

ALK Jordaan
M Finnemore
M Moriarty

Dikwankwetla Party

TJ Mohapi
SOM Moji
JSS Phatang

SP Matla
Prof Wessels

Inkatha Freedom Party

FT Mdlalose
VJ Matthews
S Felgate
FX Gasa

MF Cassim
MGR Oriani-Ambrosini

Intando Yesizwe Party

NJ Mahlangu
AP Laka
N Mtsweni

C Nthuli
Q Vilankulu

Inyandza National Movement

SS Ripinga
MS Gininda
FS Baloi
EN Ginindza

KK Mahlaba
BJ Nobunga

Konserwatiewe Party

T Langley
F Hatzenberg
FJ Le Roux

DS Pienaar
CP Mulder

Kwazulu Government

BS Ngubane
SH Gumede
DRB Madide
H Ngubane

M Jiyane

Labour Party

IM Richards
L Landers
PAC Hendrickse

E Samuels
D Lockey/T Abrahams
Y Bassier/P Lategan

Natal/Transvaal Indian Congress

PJ Gordhan
C Saloojee
F Cachalia
H Warsi

K Mayet

National Party

DJ de Villiers
L Wessels
J Rabie
E Ngcobondwane

O van Zyl
P Coetzer

National People's Party

A Rajbansi
S Ismail
M Govender
A Rambarran

BP Jaglal
A Hurbans

Orange Free State Traditional Leaders

RH Mopeli
MB Mota
MA Molefe

R Ramasiea
ET Phoofolo

Pan Africanist Congress

B Alexander
W Seriti
D Desai
J Serdile

M Lithero
E Mothopeng

Solidarity Party

JN Reddy
Y Moolla
N Singh

C Pillay
S Razak

South African Communist Party

J Slovo
T Mtintso
S Shilowa

E Pahad
Z Kota

South African Government

RP Meyer
HJ Kriel
JT Delport
A Routier

SJ Schoeman
LD Barnard

Transkei Government

HB Holomisa
Z Titus
N Jajula

M Titus
JT Madiba
M Mpahlwa

Transvaal Traditional Leaders

NM Malekane
MA Netshimbhupfe
MM Khumalo
J Kekana

W Mabunda
ME Mabena

United People's Front

MJ Mahlangu
RJ Dombo
SJ Maake
MI Moroamoche

ME Mapheto
A Tshabalala

Venda Government

SE Moeti
M Ligege
KB Magwaba
A Masehela

MP Nthabalala
NE Mulaudzi

Ximoko Progressive Party

EE Ngobeni
JC Ackron
PT Shilubane

KR Myakayaka
TB Shibambu

60

Good Morning

On behalf of the proposed Negotiating Council, I extend a warm welcome to all delegates, advisers, distinguished International observers and representatives of the media.

This meeting of the proposed Negotiating Forum follows on the Planning Conference of the 5 & 6 March 1993. The Planning Conference launched the political actors of our country onto a hopeful and optimistic path to resolving our problems.

The Planning Conference mandated the Facilitating Committee to undertake the following tasks:

1. Deciding upon and implementing the steps that are necessary to give effect to this meeting to determine, inter alia:
 - 1.1 Mechanisms and procedures for the Negotiating Process (including name and structures);
 - 1.2 How the CODESA agreements can serve as a constructive foundation for the resumed/commenced Negotiations Process to build on and how to accommodate the views of those participants who were not in CODESA;
 - 1.3 The role of the international community.

This meeting of the proposed Negotiating Forum will:

- * Receive, consider and decide upon reports from the proposed Negotiating Council on the various tasks assigned to it;
- * Discuss issues of major national concern such as the violence which is engulfing our country;
- * Give a mandate to the proposed Negotiating Council to negotiate various constitutional issues.

We are happy to report that, despite many differences among us, the discussions in the proposed Negotiating Council have been extremely constructive and in a co-operative spirit.

It is our shared hope that this spirit will extend to our deliberations over the next two days.

May we remind you that the proposed Negotiating Forum, in addition to receiving and deciding upon reports from the proposed Negotiating Council, this Forum is charged with the responsibility of instructing and supervising the work of the proposed Negotiating Council.

STANDING RULES OF PROCEDURE

1. Application

These Rules of Procedure apply at Plenary meetings and at meetings of the Negotiating Forum and the Negotiating Council.

2. Participants

The participating parties entitled to be represented at meetings are those listed in the List of Participating Parties annexed hereto. The Negotiating Forum can add parties to or delete parties from the list, on the recommendation of the Negotiating Council. Observers can be admitted as decided.

3. Delegates

3.1 Each participating party shall be entitled to be represented by:

3.1.1 Ten delegates (women must be included in the delegation) at Plenary meetings;

3.1.2 Four delegates (at least one of whom would be a woman) and two advisers at meetings of the Negotiating Forum;

3.1.3 Two delegates (at least one of whom would be a woman) and two advisers at meetings of the Negotiating Council; the leader of the delegation can appoint an adviser to take his/her place as an alternate if necessary.

3.2 Each participating party shall submit and register the names of its delegates and advisers with the [name of the forum] Administration.

3.3 Advisers can be substituted at any time provided that the substituting advisers are registered with the Administration in advance and that the leaders of the delegations notify the Chairpersons whenever an adviser is substituted during the course of a meeting.

3.4 In the event of a dispute concerning the credentials of a delegate or an adviser, the issue will be decided by the meeting itself upon the receipt of a factual report and recommendation of the Planning Committee.

4. **Agreements and Decisions**

- 4.1 All agreements are to be arrived at and decisions taken by general consensus.
- 4.2 If general consensus cannot be achieved, the method of sufficient consensus will be used.
- 4.3 Sufficient consensus means that:
 - 4.3.1 There is a lack of general consensus;
 - 4.3.2 There is enough agreement from enough participating parties to enable the process to move forward;
 - 4.3.3 Parties who disagree can record their objections or rejections formally, but will, in the spirit of cooperation, not hinder the process from going forward.
- 4.4 The ruling that there is consensus/sufficient consensus or not, shall be taken by the Chair in his/her discretion. However, before ruling that there is sufficient consensus or not, the Chair shall ensure that the disagreeing parties, especially those who consider themselves materially affected, as well as the meeting, shall have had sufficient opportunity to utilise a variety of mechanisms in order to reach the widest possible consensus.

In particular, such mechanisms shall include adjournments to enable informal discussions between participants; setting up technical committees composed as the meeting deems appropriate for the particular matter under consideration, as well as allowing participants to consult their principals.

The Chair and the meeting shall decide upon the specific mechanism/s on the basis of the nature of the issues around which the disagreement exists, with the view to arriving at consensus/sufficient consensus. These mechanisms are intended for resolving substantive issues and not for formal and administrative decisions.

- 4.5 The ruling that there is consensus/sufficient consensus or not can however be challenged by any party who disagrees. The meeting will then deal with it as is appropriate.

5. **Quorum**

The Chair may declare a meeting open and permit the debate to proceed when delegates of at least two-thirds of the participating parties are present.

6. **Speeches and interventions**

- 6.1 Every delegate shall be entitled to speak.
- 6.2 If a speaking order has been agreed upon, the Chair shall call the speakers in that order.
- 6.3 In general, the Chair shall call on speakers in that order in which they signify their desire to speak. The Chair however, shall ensure that each delegation is afforded a reasonable opportunity to speak.
- 6.4 The Chair shall apply the standard rules applicable to meetings, except as otherwise stipulated herein.

7. **Chairing of meetings**

- 7.1 Plenary meetings shall be chaired by an independent Chairperson/s to be decided upon by the Negotiating Council.
- 7.2 The Negotiating Forum and the Negotiating Council shall be chaired by a core panel of Chairpersons (assisted by two persons from within the Negotiating Council), appointed on merit and capability by the Negotiating Council from its own ranks and serving on a rotating basis. This principle of rotation should be applied from time to time as decided by the Negotiating Council, bearing in mind the principle of continuity.

8. **Minutes and Documentation**

- 8.1 The proceedings of Plenary meetings shall be recorded and transcribed and copies of the transcript made available to all delegates.
- 8.2 The proceedings of meetings of the Negotiating Forum and Negotiating Council shall be recorded in full, but only agreements and decisions shall be minuted.
- 8.3 Where a member or members specifically request that their objection is noted, their objection will be so minuted.

9. **Media**

All meetings of the Plenary, The Negotiating Forum and The Negotiating Council shall be open to the media, with the proviso that the Negotiating Council may, in terms of its own procedures, decide on which part of its meetings should be closed to the media

10. **Amendment of the Rules of Procedure**

10.1 These Rules of Procedure can be amended by the Negotiating Forum.

REPORT ON THE NAME OF THE NEGOTIATING PROCESS

The Planning Conference mandated the Facilitating Committee to recommend a name for this negotiating process.

The Facilitating Committee/Negotiating Council has discussed this matter and also directed the Planning Committee to make recommendations in this regard.

To date it has not been possible to find consensus on a new name.

It has not been possible for the Planning Committee to reconcile two equally strongly held views on the retention/exclusion of the term CODESA in/from the new name. It must be pointed out that participants do not merely differ on a name, but rather what is perceived by constituencies to be associated with the name of the process.

Although many options have been generated in regard to the new name, none has met with general or sufficient consensus.

Accordingly the Negotiating Council is unable to recommend a name at this stage.

However, the Planning Committee recommends, that in order to assist the Negotiating Council to find consensus on this issue, participants are requested to indicate two preferences on a circular that will be distributed to the leader of each delegation. This will guide the Planning Committee in the formulation of a recommendation. Leaders of delegations are requested to return these forms as soon as possible to the Administration.

TO ALL LEADERS OF DELEGATIONS

PROPOSED NAME OF THE PROCESS

The following alternatives have been offered as proposals from the Negotiating Council:

- * CODESA
- * NEFSA (Negotiating Forum for South Africa)
- * CODESA/NEFSA
- * SACOF (South African Constitutional Forum)
- * COFSA (Constituional Forum for South Africa)
- * CONEDSA (Convention for Negotiating a Democratic South Africa)
- * CONESAD (Convention for Negotiating a South African Democracy)
- * DECOSA (Democratic Convention of South Africa)
- * MPCC (Multi Party Constitutional Convention)
- * MPDC (Multi Party Democratic Convention)
- * NEGOSA (Negotiating South Africa)

Other:

- *
- *
- *

Please indicate your preference giving a first and second option. If none of the above apply, please indicate your own proposal.

DELEGATION	FIRST PREFERENCE	SECOND PREFERENCE

DRAFT SUMMARY OF COMPOSITION AND STRUCTURE

PLENARY

- Composition : Leaders of Parties. Women must be included in the delegation.
- Function : The formal adoption of agreements.
- Frequency of Meeting : When necessary as proposed by the Multi-Party Negotiating Forum.
- Chairpersonship : Independent chairperson(s), still to be decided

MULTI-PARTY NEGOTIATING FORUM

- Composition : Four delegates and two advisers.
One delegate must be a woman.
- Function : Receives, confirms (with or without amendments) reports and proposals from the Negotiating Council for submission to Plenary. Also instructs and supervises the work of the Negotiating Council.
- Frequency of Meeting : Fortnightly or as may be decided from time to time.
- Chairpersonship : A core panel of chairpersons (approximately 6), decided on by the Negotiating Council from its own ranks on merit and capability. Each will chair a session on a rotating basis, aided by members of the Negotiating Council.

NEGOTIATING COUNCIL

- Composition : Two delegates and two advisers. One delegate is to be the leader of the delegation, the other must be a woman and the advisers do not play a functionary role in the meeting. Substitutes are allowed.
- Function : To get on with the function of negotiations and to report to the Multi-Party Negotiating Forum.
- Frequency of Meeting : Provisionally three or four days a week or as may be decided from time to time.
- Chairpersonship : A core panel (approximately 6) elected from the ranks of the Negotiating Council on merit and capability, serving on a rotating basis, assisting one another continuously.

If a delegate becomes the Chairperson of a meeting, an adviser can take his place as representative of the party/organisation/administration.

PLANNING COMMITTEE

- Composition** : Ten members of the Negotiating Council (no substitutes allowed as each member is appointed in a personal capacity and not as a r e p r e s e n t a t i v e of parties/organisations/administrations. Flexibility should, however, be allowed.) The principles of rotation and continuity in the membership were accepted.
- Function** : To work under the directives and supervision of the Negotiating Council. To plan and submit recommendations on procedural and substantive issues.
- Frequency of Meeting** : Available on a full time basis, meeting on an ongoing basis or as may be decided from time to time.
- Chairpersonship** : As decided by the Planning Committee itself (possibly on a rotating basis, using personal name in an alphabetical order).

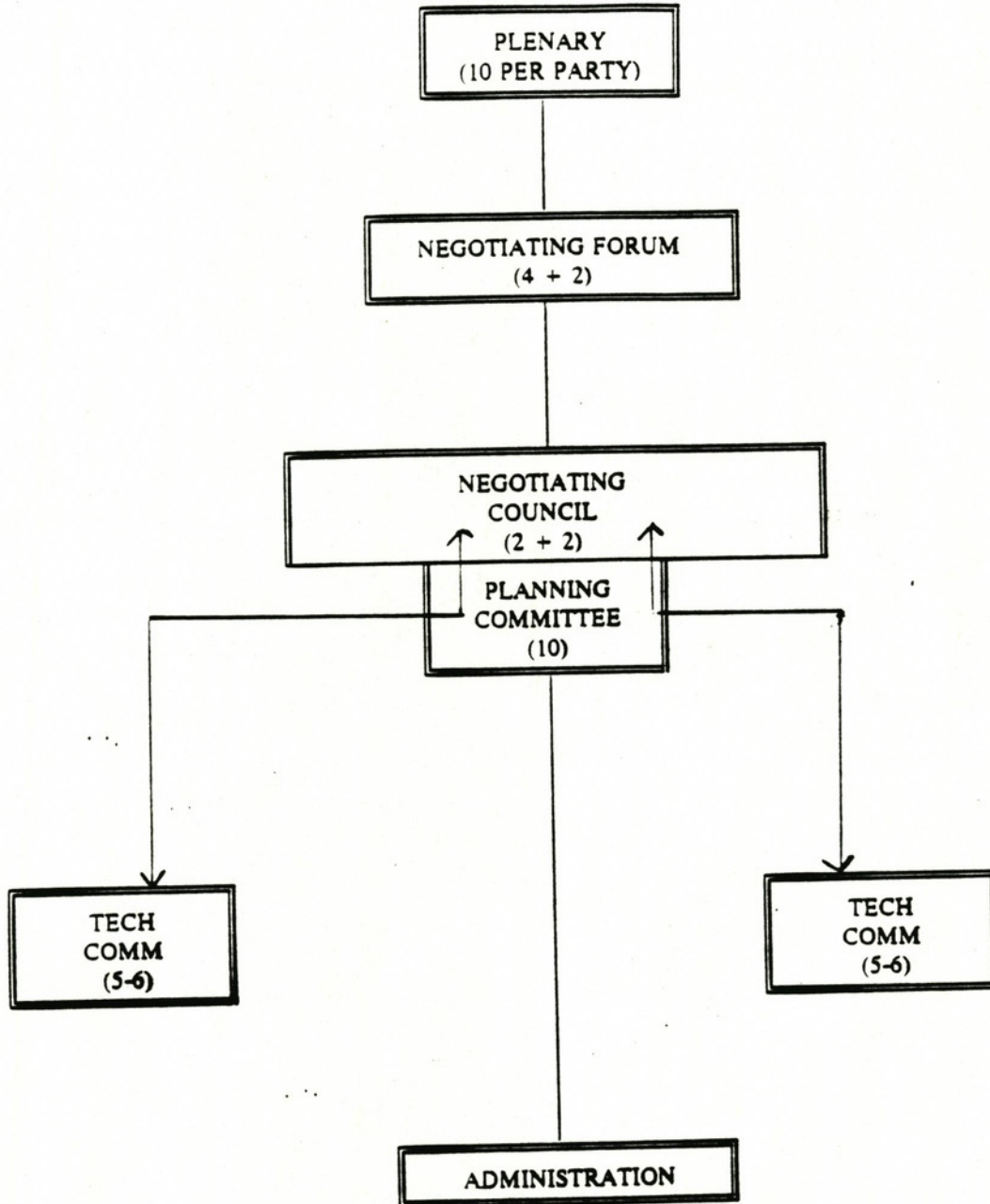
TECHNICAL COMMITTEE(S)

- Composition : Any person appointed by the Multi-Party Negotiating Council (non-South Africans excluded).
- Function : These committees function as ad hoc committees with specified tasks.
- Frequency of Meeting : As decided according to need.
- Chairpersonship : As decided by the Committee itself.

ADMINISTRATION

Accountable to the Planning Committee.

SUMMARY OF PROPOSED STRUCTURES



SUMMARY OF COMPOSITION AND STRUCTURE

PLENARY

- Composition : Leaders of Parties. Women must be included in the delegation.
- Function : The formal adoption of agreements.
- Frequency of Meeting : When necessary as proposed by the Multi-Party Negotiating Forum.
- Chairpersonship : Independent chairperson(s), still to be decided

MULTI-PARTY NEGOTIATING FORUM

- Composition : Four delegates and two advisers. At least one delegate must be a woman.
- Function : Receives, confirms (with or without amendments) reports and proposals from the Negotiating Council for submission to Plenary. Also instructs and supervises the work of the Negotiating Council.
- Frequency of Meeting : Fortnightly or as may be decided from time to time.
- Chairpersonship : A core panel of chairpersons (approximately 6), decided on by the Negotiating Council from its own ranks on merit and capability. Each will chair a session on a rotating basis, aided by members of the Negotiating Council.

If a delegate becomes the Chairperson or an assistant to the Chairperson of a meeting, an adviser can take his place as representative of the party/organisation/administration.

NEGOTIATING COUNCIL

- Composition : Two delegates and two advisers. One delegate is to be the leader of the delegation, the other must be a woman and the advisers do not play a functionary role in the meeting. Substitutes are allowed.
- Function : To get on with the function of negotiations and to report to the Multi-Party Negotiating Forum.
- Frequency of Meeting : Provisionally three or four days a week or as may be decided from time to time.
- Chairpersonship : A core panel (approximately 6) elected from the ranks of the Negotiating Council on merit and capability, serving on a rotating basis, assisting one another continuously.
- If a delegate becomes the Chairperson or an assistant to the Chairperson of a meeting, an adviser can take his place as representative of the party/organisation/administration.

PLANNING COMMITTEE

- Composition : Ten members of the Negotiating Council (no substitutes allowed as each member is appointed in a personal capacity and not as a representative of parties/organisations/administrations. Flexibility should, however, be allowed.) The principles of rotation and continuity in the membership were accepted.
- Function : To work under the directives and supervision of the Negotiating Council. To plan and submit recommendations on procedural and substantive issues.
- Frequency of Meeting : Available on a full time basis, meeting on an ongoing basis or as may be decided from time to time.
- Chairpersonship : As decided by the Planning Committee itself (possibly on a rotating basis, using personal name in an alphabetical order).

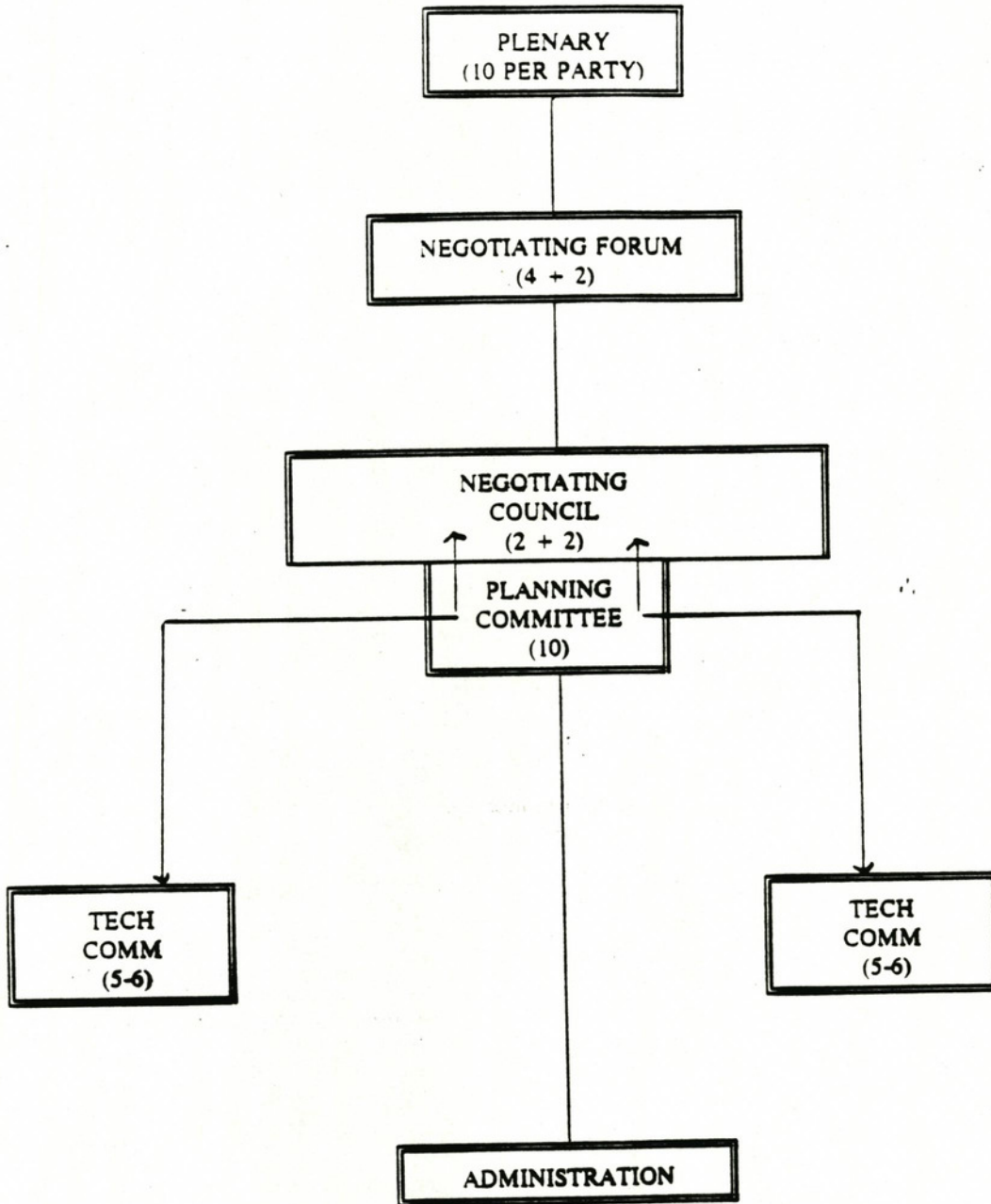
TECHNICAL COMMITTEE(S)

- Composition : Any person appointed by the Multi-Party Negotiating Council (non-South Africans excluded).
- Function : These committees function as ad hoc committees with specified tasks.
- Frequency of Meeting : As decided according to need.
- Chairpersonship : As decided by the Committee itself.

ADMINISTRATION

Accountable to the Planning Committee as mandated by
The Negotiating Council

SUMMARY OF PROPOSED STRUCTURES



REPORT ON PARTICIPATION

The Negotiating Council has to report that the issue of **participation** is still under consideration. A report has been submitted by the Planning Committee to the Negotiating Council, but it was found that this was not satisfactory. A further recommendation will be made to the Negotiating Council by Planning Committee at its first meeting after this Forum. A proposal will be then be tabled at the next meeting of the Negotiating Forum.

The Negotiating Council and Planning Committee are grappling with the difficult issue of what objective criteria can be used to measure participation in the Multi-Party Negotiating Process. These include the participation of Traditional Leaders. Both the Planning Committee and the Negotiating Council are conscious of the extreme urgency and sensitivity of the matter. Present participants are hereby again invited to submit proposals in this regard to the Planning Committee, through the Administration.

Letters informing all new applicants of this state of affairs had been faxed to those concerned.

Although no recommendation can therefore be made to this Negotiating Forum, delegates are welcome to comment on this issue.

DRAFT

THE NEGOTIATING FORUM, MEETING ON 1 AND 2 APRIL 1993

NOTING

- * The unfortunate/regrettable escalation in violence, and tension in South Africa;

CONCERNED

- * About the recent loss of life particularly of women and children;
The damage to relations among people and organisations and the consequent deepening divisions;

Do Hereby Unequivocally

COMMIT OURSELVES

- * To attaining peace in our country as soon as possible;
- * To peaceful negotiations and resolution of difference;
- * To effective joint action by all of us to usher in peace and democracy to our country;

And Therefore Resolve To

1. Identify those issues which affect/impact negatively on the negotiations process and the implementation of the Peace Accord.
2. Mandate the Negotiations Council to establish a mechanism to resolve the above issues urgently.

THE NEGOTIATING FORUM, MEETING ON 1 AND 2 APRIL 1993

RESOLUTION ON VIOLENCE

We, the participants at the Negotiating Forum meeting at the World Trade Centre on 1 And 2 April 1993:

- NOTING** * With revulsion the unacceptable escalation of violence that is engulfing our country;
- OUTRAGED** * At the killings particularly of women and children;
- CONCERNED** * About the damage violence is inflicting on all aspects of the economy, on relations among people and organisations and the consequent deepening of divisions;
- AWARE** * That violence poses a threat to the negotiating process which if it continues could wreck the process and plunge our country into an era of unprecedented conflict.

DO HEREBY UNEQUIVOCALLY

- CONDEMN** * Without reservation the wanton killing and maiming of the citizens of our country;
- EXPRESS** * Our sympathy and condolences to all those who are suffering in consequence;
- COMMIT OURSELVES** * To effective joint action by all of us leading to the eradication of violence and to the attainment of peace in our country as soon as possible;
- * To peaceful negotiations as the only way to resolve differences.

AND THEREFORE RESOLVE TO

1. Identify those issues that cause violence and which threaten the negotiating process and the undermining of the effective implementation of the National Peace Accord.
2. Mandate the Negotiating Council to establish what urgent steps and mechanisms are required to resolve the above issues as a matter of national priority. The Negotiating Council shall report to the next meeting of the Negotiating Forum.

DRAFT RESOLUTION ON THE TRANSITION PROCESS

1. We, the participants at the Negotiating Forum meeting at the World Trade Centre, Johannesburg on 1st and 2nd April 1993, having,
 - 1.1 Received a report from the Negotiating Council on the CODESA reports and the transition process;
 - 1.2 Identified some of the issues concerning constitutional matters which the Negotiating Council must consider.

2. Resolve to instruct the Negotiating Council to consider and report on all matters arising from the Consolidated Report including inter alia the following Constitutional issues:
 - * Constitutional Principles
 - * Constitution-Making Body
 - * Transitional Constitution
 - * Form of State
 - * Transitional Regional Government
 - * Fundamental Human Rights during the Transition
 - * TEC and Sub-Councils
 - * Reincorporation

3. The Negotiating Council shall present reports on progress made on the above issues to the Negotiating Forum.

RESOLUTION ON THE TRANSITION PROCESS

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 - 1.1 Received a report from the Negotiating Council on the CODESA reports and the transition process;
 - 1.2 Identified some of the issues concerning constitutional matters which the Negotiating Council must consider.

2. Resolve to instruct the Negotiating Council to consider and report on all matters arising from the Consolidated Report, including the following and other Constitutional issues:
 - * Form of State and Constitutional Principles
 - * Constitution-Making Body/Constituent Assembly
 - * Transitional/Interim Constitution
 - * Transitional Regional/Local Government
 - * Fundamental Human Rights during the Transition
 - * Transitional Executive Council, its Sub-Councils, the Independent Elections Committee and the Independent Media Committee
 - * Future of the TBVC States
 - * Self-determination

3. The Negotiating Council shall present reports on progress made on the above issues to the Negotiating Forum.

REVISED REPORT OF THE COMMUNICATIONS COMMITTEE
FOR PRESENTATION TO THE PLANNING COMMITTEE ON
THURSDAY 29 APRIL 1993

1. TECHNICAL

1.1 Negotiating Council

1.1.1 As the deliberations of the Negotiating Council are to be reported on by news representatives of local and foreign television, radio and print media, the Committee recommends that:

1.1.2 an area (gallery) be permanently reserved inside the room for media representatives (given the expected size of the gallery it should be for the use of journalists only);

1.1.3 the area be separated from the rest of the room and with a separate entrance, but that easy access to and from this area should be ensured;

1.1.4 the media area be elevated and furnished with as many tables and chairs as possible;

1.1.5 steps be taken to ensure that debate in the Council is audible in the media area;

1.1.6 adequate lighting be provided for reporters working in the area; and

1.1.7 to ensure that the electronic media have an equal opportunity to report on the deliberations of the Council and that those journalists (and special guests of the Council) who cannot be accommodated in the gallery can follow proceedings elsewhere, that the Planning

Committee should urgently call for tenders from possible contractors to supply an audio and video feed of broadcast quality.

1.1.8 Parties interested in tendering should know that:

1.1.8.1 the Council will not necessarily sit on the same days of the week or at the same times every day;

1.1.8.2 tenders should not only be for the Council but also for the Forum and Plenary meetings (details later);

1.1.8.3 a separate tender for the manning of the equipment should be included;

1.1.8.4 three fixed cameras with a remote switching facility should be installed in the Council room;

1.1.8.5 television lighting should be installed;

1.1.8.6 audio feed should link up with Council facilities;

1.1.8.7 video and audio feed should be relayed to the media working area (and to area for special guests) provided for those who cannot be accommodated in Council room;

1.1.8.8 video monitors and loudspeakers should be installed in these separate areas; and

1.1.8.9 feed should also be made available for recording through malt boxes with an adequate number of plug points.

1.1.9 Tendering parties should also indicate whether they think covering the costs themselves and selling the

audio and video feed to interested media and the Council would be feasible.

1.1.10 The Planning Committee should note that costs could be cut if all speakers were to use a podium (instead of participating in debates from their seats) and/or if the Council were to meet in a bigger room where the visual media could do their own recording.

1.2 Negotiating Forum / Plenary

1.2.1 The Committee recommends that when the installation of facilities for the Council room is considered, media coverage of the Forums and Plenaries should also be taken into account.

1.2.2 It also recommends that:

1.2.2.1 the whole gallery area be reserved for the media and that it be furnished with as many chairs and tables as possible;

1.2.2.2 there should be adequate lighting and loudspeakers in the gallery; and

1.2.2.3 an audio and video feed of broadcast quality should be supplied for broadcasting purposes (see 1.1.7 to 1.1.10).

1.3 General

1.3.1 The Committee recommends that a media conference room be made available permanently.

1.3.2 The room should have:

- 1.3.2.1 an elevated area for speakers' table and chairs;
 - 1.3.2.2 a special table covering and backdrop for TV coverage;
 - 1.3.2.3 a stable elevated area across the back of the room for TV cameras;
 - 1.3.2.4 as many chairs as possible between elevated areas for seating of journalists; and
 - 1.3.2.5 proper air-conditioning.
- 1.3.3 Because of the costs involved, the media should supply own lighting equipment and microphones.
- 1.3.4 The Committee recommends that a special interview room with necessary furniture and backdrop be provided for TV and radio interviews.
- 1.3.5 The Committee also recommends that the present media working area be maintained (offices and common room) and that pay faxes, pay phones and a pay photostat facility be installed. Telkom should also be encouraged to continue installing private lines with locking facilities for individual users in this area.

2. ACCREDITATION

- 2.1 The Committee recommends that initially representatives of the news media should be re-registered on each day that they attend meetings of the Council, Forum or Plenary.
- 2.2 Some form of permanent registration I.D. could be introduced in the future.

2.3 The Committee also recommends all facilities should be made available to the media on a first come first served basis.

2.4 The Committee will consider a form of accreditation to regular users of the facilities at a later stage (after two months) with a view to giving such representatives priority use of some facilities and advise the Planning Committee accordingly.

3. PUBLICITY

3.1 The Committee still has to consider the report of its Publicity Sub-Committee and will later advise the Planning Committee accordingly.

WORLD TRADE CENTRE
KEMPTON PARK
28.4.93

**REPORT TO THE PLANNING COMMITTEE
ON THE PROBLEM OF THE COURIER SERVICE**

After investigation into the causes of the non-delivery of the documents to Delegates on Saturday 24 April, 1993 it is recommended that Administration continue to utilise Sun Courier's services based on the following facts:

1. The Managing Director, Peter Baker attended a meeting with Administration and presented the attached letter with a full explanation and solution to future services. Certain points in the said letter being summarised as follows:
 - * Setting up a facility at the World Trade Centre
 - * In house training at their premises for Administration Staff (this was a verbal arrangement)
 - * Direct contact with Senior Management of Sun Couriers ie home telephone numbers after hours (already supplied)
 - * Special services available ie Saturday deliveries to rural areas
2. In the event of Administration continuing to utilise Sun Couriers the emphasis of terms would be that they continue on a "trial basis".

Administration are in the interim obtaining reports and quotations from other accredited Courier services to ensure that in the event of any breakdown in the services rendered by the aforementioned there are alternative services available.



Sun Couriers Reg. No. 87/03821/10 1 North Reef Road Bedfordview PO Box 276 Bedfordview 2008
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28th April, 1993

Mr. J. Christensen
Staatkundige Ontwikkelingshulp
World Trade Centre
Kempton Park

BY HAND

Dear Mr. Christensen

Our Company is greatly concerned at the incident last Friday which appears to have resulted in delays in the Constitutional Negotiations.

While I cannot reverse the events of the past, I believe it is important to establish as far as possible what caused the incident, and to set up the necessary safeguards to prevent a recurrence. I do believe that the services Sun Couriers can provide will be of inestimable value to the delegates at the World Trade Centre, and it would be a shame if one incident stood to prevent this.

The **aggravations** you experienced in arranging the collection of the twenty envelopes for distribution, and their non-delivery on the Saturday, arose not from poor service but from mutual misunderstanding of the procedures and conditions involved. The exception is the member of our after-hour staff who apparently hung up on you, for which I extend my personal apologies. The last thing we want as a Company is to present such an image, and we are constantly urging our staff to adopt a helpful attitude towards all callers. If it were possible to identify the culprit, we would take immediate corrective action.

The actual events of Friday seem to have occurred as follows:-

Miekie du Preez of the Department in Pretoria called our Pretoria office on Friday afternoon to request us to deliver large quantities of Dispatch Documentation, bags and Tracking stickers to the World Trade Centre urgently. A number of 300 shipments was mentioned.



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She was asked to liaise with our Johannesburg office, in whose area the World Trade Centre lies, and did so.

Irene Bennett arranged the delivery of the material, and offered to provide one of our people to assist with the wrapping. This was duly done, but the person Patrick who was sent with the material did not stay to help. It is unclear whether he left of his own accord or on the request of your colleagues. Most certainly, it was not on the instructions of his superiors.

During the course of the afternoon, Customer Service Representative Lene Fletcher spoke to Miekie du Preez about the planned deliveries, and Lene confirms that Miekie enquired whether we did Saturday Deliveries. Lene said yes, but only to major centres. Apparently there was no discussion of what constituted Major Centres, or how to request Saturday Delivery. Lene says she regarded the conversation as a general enquiry and not a specific request.

The result of these events appears to have been that the people at the World Trade Centre who prepared the envelopes were under the impression that Saturday Delivery would be automatic to all destinations and dispatched the envelopes in this belief.

Our operations staff, on the other hand, on receipt of the envelopes, handled them in terms of the standard operating procedures, which provided for Monday delivery. (In fact, our Branch Manager, Phillip Miller, was aware that Saturday Delivery had been mentioned, and personally examined each envelope and document to ensure that any Saturday Delivery instruction was properly actioned. He saw that none were marked for Saturday Delivery, and concluded that the people at the World Trade Centre had decided against Saturday Delivery. Phillip entered the shipments into the normal system, confident that he had looked after his client's interests. I have to endorse his decision, particularly in view of the fact that Saturday Delivery is clearly displayed as a service option on the Dispatch document, but was not selected.)

Consequently, the envelopes were delivered, in the best of faith, on Monday.

We are acutely aware that the misunderstanding has caused much friction at the negotiations, and I am sure you will understand that no actions of our Company or any of our staff had this intention. On the contrary, our role as Courier is to assist our clients, and the Negotiation Forum is no exception.

I do request you to regard the incident as a genuine misunderstanding, on the part of many people, and to accept that our staff acted in good faith.

Sun Couriers has been appointed by many Government Departments as their chosen Courier, who appear to approve of the services we provide them. I would like to think that the Negotiating Forum can also rely on Sun Couriers to provide courier services during the coming weeks and months. The best way to ensure proper performance is to set up the facility properly. All users must have easy access to our service, and a clear understanding of what can and cannot be done.



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I suggest that all Courier services are centralised at your secretariat in the World Trade Centre, and delegates are advised that courier services are available from that point. We will supply a Sun Couriers decal if you would like us to, which can be fixed to the door or window.

Secretariat staff will be thoroughly briefed on the services available, and this will be supported by copies of our Tariff brochure which describes our services and coverage in detail, including places where Saturday Delivery and Same Day services are available to.

We will also supply our plastic envelopes, Tracking stickers and Dispatch documentation free of charge. We will "preprint" the Negotiating Forum's details on the documents to minimise clerical work. I assume the Department Account number will be used for all billings.

We will arrange for a DAILY collection from the Secretariat at a time convenient to you. I suggest around 16h30 to 17h00, but this will depend on when you close.

(If there is nothing to collect, there is no charge. It is better to call on a schedule as people can plan more effectively.)

The normal telephone numbers and contacts will be suitable for day to day matters, such as delivery queries or Same Day requests (which obviously must be called for separately).

If at any time, your secretariat cannot get satisfaction from the normal channels, either due to service problems or service requirements which are not provided by Sun Couriers, I would request you to call our Bedfordview office and ask to speak to any Director. If none are available, the Managing Director's Secretary will ensure you get the assistance you need.

In the nature of the Constitutional Negotiations, it is likely that you will use almost exclusively, our "Express" services. The following summary guide will help you in service selection (this information is contained in the Tariff Brochure):

"SAME DAY" Service:

Is available on REQUEST at any time of day, including week-ends and holidays. Destinations are limited to centres served by SCHEDULED AIRLINES (SAA Comair, etc.) and subject to flight timings.

In emergencies, we can charter an aircraft to almost anywhere. This can only be arranged by SENIOR MANAGEMENT and is extremely costly.

"OVERNIGHT EXPRESS" :

We will deliver by 10h30 the next WORKING day. All the destinations listed on our Tariff Brochure are served.

Delivery to REMOTE REGIONAL TOWNS can be as late as 14h30 due to vehicle arrival times.



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"SATURDAY DELIVERY":

This EXTRA service is only available to what we call "Major Centres". These are listed in our Tariff and are consistent with what are generally regarded as "Major Centres" by the public.

Saturday delivery in other places can only be arranged by SENIOR MANAGEMENT and is very expensive.

"SUNRISE OPTION":

We will deliver before 09h00. This service is available also only to Major Centres, or to Regional Towns served from our Johannesburg Hub. (These towns are shown in the Brochure.)

The service required MUST be requested on the Dispatch Document by marking the appropriate block. Only one block need be selected, as all possible combinations (eg Saturday Delivery plus Sunrise Option) are catered for on the document.

I trust that the above will assist in ensuring that the services provided to the World Trade Centre in future will be of the highest standard.

Yours sincerely

Peter M. Baker
Director

PB27-04.93

**DRAFT AGENDA FOR THE MEETING OF THE NEGOTIATING COUNCIL
TO BE HELD ON FRIDAY 30 APRIL 1993 AT 11H00**

Chairpersonship - L Landers assisted by MJ Mahlangu

1. **Moment of Silence**
2. **Welcome and Attendance**
3. **Ratification of Agenda**
4. **Minutes**
 - 4.1 Adoption of the minutes of the meeting of the Negotiating Council of:
 - * 30 March 1993
 - * 26 April 1993
 - 4.2 Matters arising out of the minutes of the meeting of the Negotiating Council of:
 - * 30 March 1993
 - * 26 April 1993
 - 4.3 Other minutes to be noted
5. **Substantive Issues**
 - 5.1 **Tabling of the Report from the Planning Committee on Constitutional Issues**
 - 5.2 **Recommendations by the Planning Committee:**
 - 5.2.1 On Violence
 - 5.2.2 On The Transitional Process
6. **Procedural Issues : Report of the Planning Committee**
 - 6.1 **Criteria for New Participants**
 - 6.2 **Name of the Process**

- 6.3 Role of the International Community
- 6.4 The balance between the importance of delegates having an opportunity to verbalise their views and motions and the efficiency of the process in terms of the Resolutions Committee

7. **Administrative Matters**

- 7.1 Report on the problem with the Couriers

8. **Meetings Schedule**

9. **Closure**

SCHEDULE OF MEETINGS**Addendum F**

Negotiating Council	Monday 26 April 1993	10h00 - 17h00
Planning Committee	Thursday 29 April 1993	14h00 - 18h00
Negotiating Council	Friday 30 April 1993	11h00 - 18h00
Planning Committee	Monday 3 May 1993	10h00 - 18h00
	Tuesday 4 May 1993	08h30 - 13h00
Negotiating Council	Friday 7 May 1993	09h15 - 17h00
Planning Committee	Monday 10 May 1993	10h00 - 18h00
	Tuesday 11 May 1993	08h30 - 13h00
Negotiating Council	Friday 14 May 1993	09h15 - 17h00
Planning Committee	Monday 17 May 1993	14h00 - 18h00
FORUM	Tuesday 18 May 1993	10h00 - 18h00
Planning Committee	Monday 24 May 1993	10h00 - 18h00
	Tuesday 25 May 1993	08h30 - 13h00
Negotiating Council	Friday 28 May 1993	09h15 - 17h00
Planning Committee	Tuesday 1 June 1993	10h00 - 18h00
Negotiating Council	Friday 4 June 1993	09h15 - 17h00
Planning Committee	Monday 7 June 1993	10h00 - 18h00
	Tuesday 8 June 1993	08h30 - 13h00
Negotiating Council	Thursday 10 June 1993	09h15 - 18h00
FORUM	Friday 11 June 1993	09h15 - 18h00