

REPORT FROM SECRETARIAT TO DMC MEETING TO BE HELD IN CAPE TOWN
28TH JANUARY 1992

1. Working Groups

We would like to draw the attention of the DMC to the following aspects with regard to the functioning of the Working Groups:

1.1 With regards to the Chairing of Working Groups, the following need to be noted:

1.1.1 In the case of Working Group 5 (cf. WG5 Minutes 4.2.5) the Working Group Steering Committee 5 has been required to look into the merits of Prof. Ripinga, as a member of the MC and the DMC serving on Working Group Steering Committee 5 as an ex officio member. In no other case have provisions been made for such ex officio membership. Working Group 3 decided that DMC members should not be members of Working Group Steering Committee 3 (cf. WG3 Minutes 4.1.1.1)

1.1.2 In the case of Working Group 2, although no practical consequences flowed from it, a note should be taken that the meeting was briefed that "no person currently serving on the DMC should be chairperson of any Working Group" (cf. WG2 Minutes 1.2)

1.2 Composition of Working Group Steering Committees:

WGSC1	-	9 members
WGSC2	-	8 members
WGSC3	-	8 members
WGSC4	-	9 members
WGSC5	-	8 members

1.3 Working Groups 3, 4, and 5 decided to meet on Monday 10th February which clashes with the MC meeting on the same date. Steps are being taken to inform these Working Groups when they meet on the 6th February; the Working Group Steering Committees 3 and 5 which are due to meet before the 6th February are also informed to take note of this clash and reschedule their Working Group meetings of the 10th February.

1.4 With regard to Research Facilities, Working Group 4 decided that mechanism for how research is to be carried out are to be discussed by its Steering Committee (cf. WG4 Minutes 7.1). We draw attention to this aspect because Working Group 1 has noted that it may possibly want to consult experts outside of CODESA (cf. WG1 Minutes 5.2). It is not clear at this stage how such research requirements and evidence by experts will be organised and whether there are any limits on the funds that may be involved.

1.5 Recording of proceedings: Working Group 1 agreed to consider at the next meeting the clarification of who can record sessions and the purpose of recordings as well as the length of time those recordings may be kept (cf. WG1

Minutes 7.2). In this regard the attention of the DMC is drawn to the fact that in the additional guidelines to chairpersons it is stated that recordings of Working Group sessions shall be made only for purposes of assisting minute-takers in preparing minutes; that once the minutes have been confirmed the recordings will be destroyed. We suggest that DMC re-visit this aspect.

1.6 The relationship between Working Group 5 and the other four Working Groups requires more detailed consideration from the point of view of report-back mechanisms of the Working Groups to Working Group 5. WG5 decided that WGSC5 in consultation with the Secretariat should prepare recommendations on report-back mechanisms of other Working Groups (cf. WG5 Minutes 5.1)

1.7 Submissions to Working Groups: Working Group 1 resolved that WGSC1 draft a notice to obtain views and draw up guidelines as to whom this notice should be submitted to (cf. WG1 Minutes 5.3). Working Group 5 felt that it was necessary for a uniform and consistent policy on this issue amongst all Working Groups (cf. WG5 Minutes 6). Working Group 3 decided to recommend to the DMC that advertisements be placed in the press, radio and TV inviting submissions, giving guidelines and deadlines for such submissions from interest groups.

2. Media

Arrangements have been made for an office to be set aside at the World Trade Centre (WTC) for use by the media. Arrangements have been made for pay-phones to be installed alongside this office.

3. Applications to participate in CODESA

3.1 With regards to applicants who prima facie appear or claim to be political organisations, we are arranging for "Stock Press" to supply us with media coverage reports on each of these applicants covering the period 1st January 1991 to 31 December 1991. These will be analysed in order to assist the DMC for purposes of the guidelines for membership. In addition, we have prepared a set of 10 questions. We need DMC approval/modifications to these questions and authorisation to submit these to the applicants. The replies will also be used in developing the guidelines for participation. The Secretariat would appreciate additional guidance that the DMC may be able to provide.