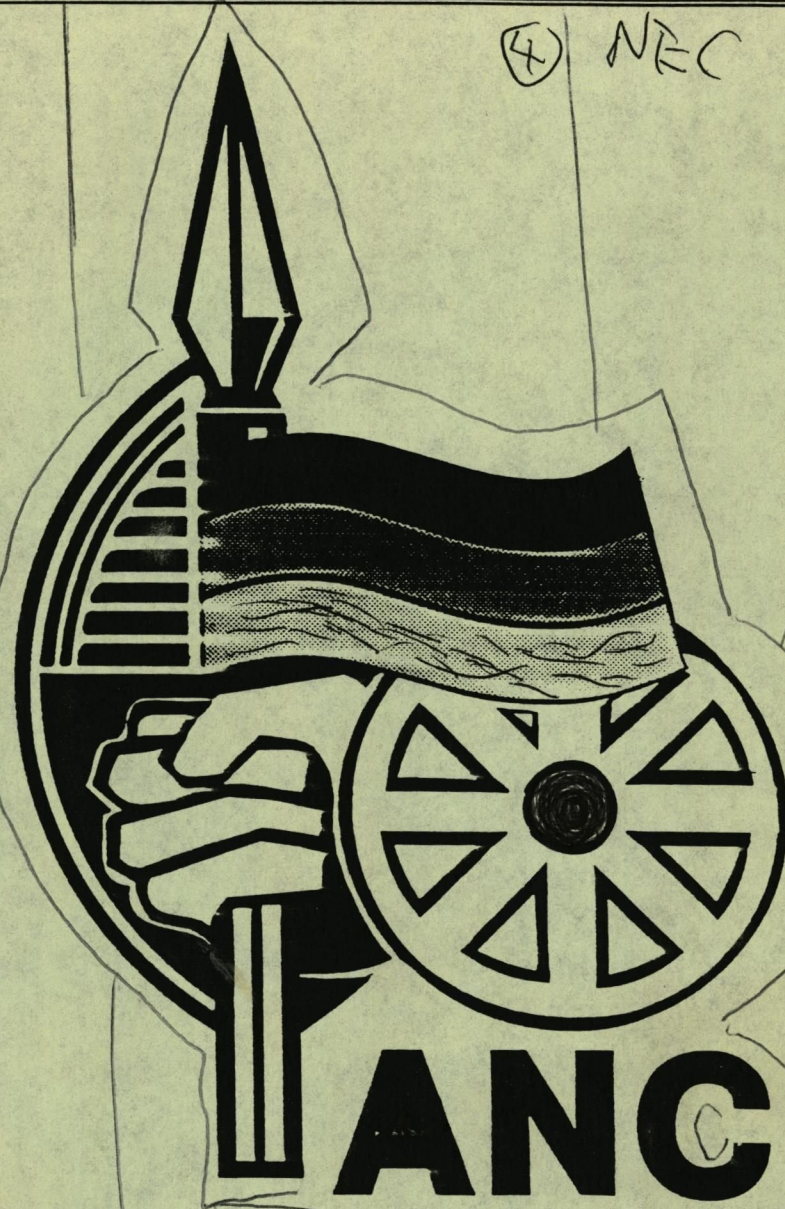


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- ① Rest REC
- ② Disc.
- ③ Susplw

④ NEC



NATIONAL EXECUTIVE COMMITTEE

DEPARTMENTAL REPORTS

8 - 10 JUNE 1992

DEPARTMENTAL REPORTS

INTRODUCTION

All departments and commissions were asked to write a summary of their major activities and problems prior the period January to May, 1992.

Owing to the varried nature and operational character of these departments, we thought it best to submit these single-page summaries on each department, followed by an overall summary on common problems.

The report begins with proposals for endorsement of new structures considered necessary at the given stage of our struggle.

1. HOUSING/LOCAL GOVERNMENT

NEC is required to pronounce itself on the Policy conference recommendation to split local government into 2 departments, namely;

- a) Department on local government
- b) Department on housing

2. CIVIL SERVICE COMMISSION

From the policy conference resolution no 2 under item iii "establishing and preparing for a governance unit", the NEC is requested to approve the creation of the Civil service commission as one of the instruments of "translating (the) broad policy guidelines into detailed strategies to transform the institutional arrangements" within the Civil Service in order to "achieve our policy objectives".

Once the principle is approved, the Secretary General could be charged with the responsibility of creating the necessary machinery for the establishment of the Civil Service unit answerable to the NWC/NEC.

COMMON PROBLEMS TO ALL DEPARTMENTS

- 1. SHORTAGE OF QUALIFIED STAFF**
- 2. POOR CO-ORDINATION BETWEEN
DEPARTMENTS**
- 3. FINANCIAL CONSTRAINTS**
- 4. PROBLEM OF INTERGRATING DEPARTMENTAL
"SPECIALISTS" IN REGIONAL STRUCTURES**

**POLITICAL
DEPARTMENTS**

**1. DEPARTMENT OF INFORMATION AND
PUBLICITY**

**2. DEPARTMENT OF INTELLIGENCE AND
SECURITY**

3. DEPARTMENT OF INTERNATIONAL AFFAIRS

4. UMKHONTO WE SIZWE

REPORT OF THE DEPARTMENT OF INFORMATION

The DIP has tried to consolidate the functioning units, namely Mayibuye, propaganda, media liaison, communications, monitoring, photo, radio and video.

Mayibuye continues to be produced monthly, but effective distribution remains a problem. It is clear that only a fraction of our membership purchase the journal, nor is it effectively used in campaigning and mobilising work. This problem is receiving the serious attention of the unit.

Propaganda is being produced, but far too little is being generated at regional level. Posters, stickers and bulletins have been produced in accordance with the various campaigns under way. Distribution and effective inter-action with regions remains a key problem to be addressed.

Media liaison functions as effectively as possible, but there is little recognition of the broader role of the whole movement in this regard. The unit experiences great difficulties in getting senior members of the organisation to conduct interviews and give timeous responses. Senior members of the NEC have disappointed us on many an occasion and are giving the ANC a very bad name with regard to keeping media appointments. We have asked departments, sectors and regions to identify spokespersons on different topics or expertise, so as to enable the unit to contact people quickly anywhere in the country, and draw on all the resources the movement has at its disposal. Despite repeated appeals by the DIP one or two senior members continue to arrange their own contacts with the media and never bother to even advise DIP of such arrangements before or after the fact. This has compounded the problem of "leaks", which reached its peak in March and April, conveying the impression of profound cleavages and potential splits in the ANC's leading bodies. Though the NEC was promised a report on this matter, none has as yet been forthcoming.

The electronic communications unit has enabled the DIP to be in touch with all media, regions and international missions instantaneously. But the service provided is not being effectively utilised. Many regions have not provided the DIP officer with a direct telephone line so that the

modem communication, bought almost a year ago, can be used. When installed, all ANC statements, documents and a daily news service is available to all offices, missions, newspapers, individual journalists and solidarity organisations. In turn, each region or mission should be able to assess how effective its local communication network is.

The monitoring unit prepares a daily press clipping and news service. This is distributed to all departments at HQ and is available via modem worldwide.

The photo, radio and video units are still in the process of being established, and have just been provided office space. They are preparing audio-visual material that would be available to all regions relating to ongoing campaigns, negotiations and the forthcoming elections.

The DIP has concentrated on an extensive training programme involving all the regional DIP media officers. Efforts have been made to establish regional media committees, but this has proved difficult to achieve. To address this situation the DIP has embarked on intensive training, to try to ensure at least 10 skilled media workers exist in each region. There has been a varied response from the regions. To address this problem the first module of training will be held this month, involving regional secretaries, elected and appointed regional media officers, and the national DIP. It is regarded as critical to achieve a base from which to establish effective regional media structures.



**AFRICAN
NATIONAL CONGRESS**

TO : *SECRETARY GENERAL*

FROM : *DEPARTMENT OF INTELLIGENCE AND SECURITY*

SUBJECT: *BRIEF REPORT ON STRUCTURE, FUNCTIONS AND PROBLEMS OF OUR DPT.*

DATE : *3 June 1992*

The Department is overseen by the National Directorate and has the following arms and substructures :

- * *Intelligence Section*
- * *Counter-Intelligence Section*
- * *Security (PRO) Section*
- * *Processing Section*
- * *Technical Section*
- * *Violence monitoring Unit*
- * *Regional Structures*
- * *External Stations*

Workshops have been held by all our different Section, which culminated in a National Policy Workshop; at which the strategy for building the Department was mapped out. As a follow-up to that workshop, a National Internal Workshop of the Department is being discussed and should take place soon. The objective of this internal workshop is to discuss the state of organisation, challenges, problems, functions, possible restructuring and the way forward.

SOME WEAKNESSES

Growth and development have become some aspects of our problem. The Department while still based outside the country, dealt with a smaller and targetted challenge; since we relocated into the country, our tasks have become much more varied and complex.

Clearly new challenges and difficulties have arisen as a result of changed operational circumstances. Our relationship with the leadership have also become very unclear and confused. The consistent assistance and guidance we enjoyed and should enjoy as the eyes and ears of the organisation is no longer structurally clear.

PERSONNEL

Meetings demands of the situation and those of the organisation in has been made more complex by our inability to employ personnel to serve in our strategic areas in all sections/structures of our department.

At the moment we need at least 4 persons in each region especially for Security (PRO) work. Every region has requested that we provide it with body and installation guards, this request has also been echoed by members of the N.E.C. for their own security; this request we are unable to meet because of constraints to numbers we could put on fulltime employment.

For H.Q. we need re-inforcements with more qualified personnel in all sectors. A greater demand for political scientists, lawyers, professional investigators, researchers, administrators, etc. These are areas which must be filled urgently if we are to compete effectively with the other side.

We need personnel for deployment abroad in our missions and other areas of strategic importance to the organisation, especially in Europe, U.S.A. and the sub-continent.

TRANSPORT

The Department is receiving no assistance from the organisation on this, we depend very largely on SIDA allocations and assistance to service our own organisation.

The Transport Department has largely ignored our appeals.

FUNDS

The need for funds cannot be over-emphasised. The need has increased as a result of interest by several sectors for servicing and assistance.

ARMS LICENCING

The government is continuing to frustrate our efforts to get most of our cadres' arms licenced. This is despite the Presidents intervention and police officers involvement at the highest levels.

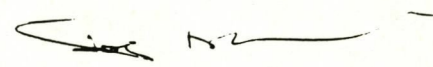
RECRUITMENT

The regime has embarked on a massive and blatant recruitment campaign within our ranks. Several problems need to be addressed, eg. what does the organisation do with discovered agents?

The regime has intensified its offensive against the movement, in particular our Intelligence section. Their attempts to destroy or neutralise us has not succeeded as yet, they have even gone as far as blocking our training possibilities abroad.

CONCLUSION

The Department is currently going through a period of serious challenges, from within the oprganisation and outside. The result is that the morale of our cadres gets affected especially when the very public assault comes from those we regard as our leadership.



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DEPARTMENT OF INTERNATIONAL AFFAIRS

BRIEF REPORT: JAN - MAY 1992

1. INTERNATIONAL MEETINGS/SEMINARS/CONFERENCE:

Meeting of the Front Line States in Lusaka led by Deputy President.

Meeting of the Front Line States in Harare led by Deputy President.

Meeting of the OAU Liberation Committee in Arusha, Tanzania. Joe Modise and Aziz Pahad.

Meeting of OAU, in Addis Ababa - Joe Modise, Aziz Pahad.

Meeting of OAU AD Hoc Committee on Southern Africa- Heads of States: ANC delegation led by President Nelson Mandela.

World Economic Forum, Davos, Switzerland, Delegation led by President Nelson Mandela.

Presidential Delegation to Denmark.

UNESCO Peace Award to President Mandela

Official delegation led by President to Nordic countries.

Presidents visit to Switzerland: Government, UNHCR, IOC.

ANC delegation to World Bank and IMF in Washington D.C.

ANC delegation to Senior Ministers and Foreign Ministers meeting of NAM in Indonesia

2. FOREIGN VISTORS RECEIVED BY ANC:

a. Ministers: 15 Cabinet Ministers.

b. Senior Officials , businessmenr, politicians etc total of 350 received and met.

3. ANC PARTICIPATION IN OTHER INTERNATIONAL EVENTS:

████████████████████
The People Shall Govern!

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- a. ANC joined IDASA delegation to Eastern Europe.
- b. ANC part of Idasa delegation to Angola
- c. ANC delegate to AWEPA Conference in Portugal
- d. Conference - Changing South Africa-Challenge for Europe
- e. AFRICA FUND MEETING - Cairo



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DEPARTMENT : MHQ

TO : DEPUTY SGO, -

02/06/1992

RE: STATE OF ORGANISATION IN MHQ.

The major activities that MHQ is involved in are:

Training of MK personnel in camps abroad and re-organisation of the repatriated MK cadres and those who were released from prison and those who emerged from underground activities.

The organization of particularly cadres who were inside the country presents most difficulties. Those who are outside, at least have some organised infra-structure and they are taken care of through funds donated by international donors.

Even that source, however is drying up because the support has previously been justified by people other than MK who were in these countries. Figures could then be inflated to accommodate MK cadreship.

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The People Shall Govern!

SERVICE

DEPARTMENTS

1. **FINANCE DEPARTMENT**
2. **INFORMATION SYSTEMS DEPARTMENT**
3. **LEGAL DEPARTMENT**
4. **PROJECTS DEPARTMENT**
5. **REPATRIATION COMMITTEE**
6. **SOCIAL WELFARE DEPARTMENT**
7. **BEREAVED FAMILIES COMMITTEE**
8. **TRANSPORT**
9. **BUILDING & TECHNICAL SERVICES**

FINANCE DEPARTMENT

ACTIVITIES FROM JANUARY TO END MAY 1992

ACCOUNTING

Petty Cash:

Receive Petty Cash Books from the different departments within the organisation and analyse same into proper expense categories, check casting and balancing, before making requisition to main Petty Cash for allocation.

Liaise with USSALEP on the Transition to Democracy Project funded by USAID on a monthly basis.

Analyse the telephone charges per department per extension on a weekly basis for monitoring all calls.

Regions:

Communicating with regional bookkeepers/treasurers telephonically on any financial administrative difficulties there might be in the regions.

Prepares cheque requisitions for regional allocations on a monthly basis.

After cheques are signed bank deposit slips are prepared for banking same into the different banking accounts of the regions.

Processing & Reporting:

Updating of financial records and analysing reports for any adjustments that need to be effected.

Preparation of lead schedules for audit purposes and liaising with external auditors.

Assist regional bookkeepers/treasurers with Solution 6 accounting package.

PURCHASING

Follow up stationery purchases and handling of emergency orders. Liaising and negotiating with suppliers on terms of payment, delivery dates and payment discounts.

Secure hotel accommodation for comrades in cases where the guest houses are fully occupied.

Clearing goods at the airport and attending to all documentation involved.

CASHIERS

Write up, analyse and allocate the main Petty Cash book to different departments within the organisation.

Make out cheque requisitions and writing out cheques manually on a daily basis.

PAYROLL

Prepares salaries for the entire organisation including regions for submission to the bank by the 19th of every month.

Separate, file and mail payslips to regions.

Make out manual salary cheques for employees whose personal information forms are not submitted timeously.

Attend to queries relating to Medical Aid Contributions and other deductions including staff loans.

Meeting with Medical Aid personnel on a weekly basis to sort out any queries.

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Progress report for Information Systems Dept.

The period January to May 1992 has seen the Information Systems department engaged in the following projects:

- * Membership systems development,
- * Establishment of a Computer Training Centre (Africa Institute of Technology - AIT, 3rd floor)
- * Telecommunications policy development for CODESA
- * ANC needs assessment for telecomputing in information technology
- * Communications network (local and Wide Area)
- * Human Resources Development/Management system (EDUCOS)
- * Fleet Maintenance Management system (TRANSPORT)

Of the above-mentioned, Human Resources Development/Management system and Computer Training Centre have been concluded and are now in the process of implementation/maintenance. The needs assessment has been partially concluded and telecomputing equipment will be installed in all regions as well as HQ by mid-August.

Membership and Fleet management systems are at an advanced stage and will be in place by 1st September 1992. Communications network is an ongoing process and will be improving with the passage of time.

Problems The proviso for successful implementation of Membership system will be the appointment of Membership officers in all regions as mentioned before.

Lack of Human Resources at Headquarters.

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LEGAL DEPARTMENT

ACTIVITIES FROM JANUARY TO END MAY

Everyday we get reports from about 10 people who are being harrassed by the South African Police especially the returnees.

We receive hundreds of letters of complaints from political prisoners, (from various prisons).

We deal with about 10 cases a day of our members found or alleged to have been in possession of ammunition.

We give legal advises on personal matters, i.e. Divorce cases, drafting of contracts and affidavits.

Until the end of May, we have cleared about 1 500 people, including corpse.

We deal with hundreds of indemnity applications.

We make about 30 applications for passports, including extensions and endorsements a day.

We assist about 50 comrades a day with letters to acquire South African Identity Documents, Birth registrations of children born outside the country. We also assist about 10 comrades to convert foreign licence to South African licences.

MAJOR OBSTACLES TO THE IMPLEMENTATION OF THE PROGRAMME OF THE DEPARTMENT.

- We are functioning completely without a library and we do not have money to subscribe for bulletins that we need.
- Transport is a constraint.
- We are understaffed and we need more people.

SUMMARY REPORT FROM THE PROJECTS DEPARTMENT

JANUARY TO MAY, 1992.

1. Feasibility studies, project planning, monitoring, evaluation, training, and project proposal preparation:

- Planning/feasibility for programme (19 projects) for ex-political prisoners, ex-combatants and exiles.
- Co-ordinated trip of Japanese NGO's, and accompanying them to some regions to monitor projects funded by them.
- Planning housing projects; Malaysian funding.
- Undertook feasibility study trips for farming projects made to: Standale Farm, Country Estate and Vlakfontein Farm.
- Project planning for entrepreneurship development for MK.
- Secured funding for computer training for MK, W. Cape.
- Prepared project proposal for SGO for admin training.
- Prepared project proposal for training MK officers.
- Planned projects in Vaal and secured funding for implementation through Vaal Community Development Trust.
- Co-ordinated Volunteer Service Organisation (VSO, U.K.) trip to W. Cape, Border and Durban to facilitate project support in those regions.
- Planning "Street-children's Project", Upgrading Black Universities.
- Planning/ feasibility study to set up printing plant project for ANC.
- Planning/feasibility study for setting fisheries project for ANC.
- Thanked different donor agencies in Zambia, and evaluate progress regarding phasing out of projects based there.
- Undertook trip to Angola to assist in dispensing of ANC property there.
- Coordinated and participated in 3-week "Development Planning and Management Course" at Wits University for senior development cadres from ANC and democratic movement.
- Set up 6-week training course in Zimbabwe for Head of Women's League development desk and Head of Ex Combatants Association in "Development Management."
- Set up 4-month training course for ANC regions, HQ staff members, MK and Association of Ex-Political Prisoners (AEPP) in "Project Management" at CBDP.
- Set up 18-day training course for ANC HQ staff members in "Project

Management" at CDBP.

2. International funders/development agencies/govts. met:

Apheda; CIES; Swedish Co-operatives; Fund for a Free SA; SIDA; Norad; E.C.; Austcare; Care International; African Development Bank; USAID; Oxfam Canada; German Volunteer Service; Ford Foundation; North-South Institute; Commonwealth Fund for Technical Co-operation; plus various representatives doing development funding attached to Embassies in Pretoria.(too many to enumerate).

3. Local funders/development agencies/development finance parastatals met:

-IDT; DBSA; Liberty Life; Ned Enterprises; Nedcor; Chairman's Fund; PERM; Sunflower Projects. (these are the main ones).

-Most of the project holders of the Democratic Movement since we are linked/networked through the National Development Forum (NDF) and two members of the Projects Dept. are also members of the the NDF National Planning Committee, that meets approx. fortnightly to co-ordinate the work of the Democratic Movement's development projects. Also participating in the Development Research Group (DRG) linked to the NDF.

4. Workshops/Seminars/Conferences attended:

Women's League Development Workshop. (JHB.); Regional Development Workshops (N.TVL and OFS); Workshop on Financial Procedures; Workshop of the projects of the Training Sector Network; Commonwealth Association for Local Action and Economic Development Conference (Malaysia); Africa Fund (of the Non-Aligned Movement) Seminar (Cairo); UN Conference on Future Role of UN System in SA (Namibia); ANC National Policy Conference. etc.

5. Meetings attended at HQ/ Forums in which participating:

Inter-Dept. Research Group; Inter-Dept. Development Committee; OTG Secretariat; National Finance Committee; H.O.D. Drought Prep. meeting; different meetings with Depts. at HQ and with foreign missions visiting SA (too many to enumerate).

6. Constraints:

One serious constraint. We need to employ urgently a highly experienced writer capable of designing project proposals.



AFRICAN NATIONAL CONGRESS

REPORT OF THE REPATRIATION COMMITTEE

January up to now

The main tasks has been referral work to assist comrades to identify the correct avenues for assistance.

Certifying comrades as bona fide exiles to assist them to get the necessary assistance as returnees.

The resettlement and integration programmes

The employment and training programme has been assisting comrades to write out their CV's and to apply for jobs. It maintains contact with a network of employer organisations to facilitate this.

Training programmes

Training programmes were conducted around the country involving 15 institutions with about 400 students participating. The programmes were supported through Matla, the British Consulate, Bristol Meyer.

More pledges have been made by the German embassy and The South African Perm, Heks from Switzerland and the Community Aid abroad from Switzerland.

Education programmes

We supported about 1 200 students through bursaries with Batlagae. We identified and negotiated with schools for intakes. Referred some for counselling.

Access programme

Arranged bridging courses 400 students in Cape Town supported by the Danish government. It starts on the 1st of July 1992.

Counselling services

Assistance with documentation
Assisting with grants for resettlement
Attend to problems with arise around returnee settlements

Returns

About 7 000 returned on assistance by the ANC. There is about 12 000 returned exiles in the country. We have actively raised funds for many assistance programmes being run.

Future programmes

We are presently conducting driving skills training, dressmaking courses, welding, motor mechanics, and electronics courses.

Courses planned for July with funding are continuation of driving skills, real and property estate course, computer courses, bookkeeping, business management, accountancy, secretarial, detergent soap manufacturing, dressmaking and tailoring design. Community Colleges in Cape Town and in Johannesburg.

Problems

To secure funding for some of the programmes
Lack of coordination with other departments
Growing number of returnees involved in criminal activities, fraud, robbery, trafficking contraband
Lack of accommodation for the homeless, especially veterans
Dependency welfare syndrome among returning exiles which is difficult to curb.

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REPORT FOR THE S.G. ON MAJOR ACTIVITIES OF THE SOCIAL WELFARE DEPARTMENT FROM JANUARY - TO DATE

The major activities of the Social Welfare department can be enumerated as follows:-

1. Intensive case work involving mostly:-
 - Integration into society of children of combatants, orphans of those who fell in battle, integrating our returnees, our disabled combatants.
2. Integrating the 32 in conjunction with our PRO department.
3. The process of integration is handled in conjunction with finding accommodation for most of the above who in many instances do not have the original accommodation they left behind due to many reasons they, and in most due to violence and also because black families have never been static - there is the question of displaced communities where we take months to trace even distant relatives.
4. Handling funerals of our members who die outside, bringing their remains back into the country, arranging such funerals where there are no relatives.
5. Servicing the above families including those mentioned in paragraphs 2,3,4, and 5 a process which requires full time Social Workers and Counsellors especially because this area of our work is both short term and long term.
6. Servicing families of our cadres who die of Aids having brought "foreign wives" wives e.g. Zambian, Tanzanian, Angolan etc. In some cases we have had to re - repatriate them. In instances where there were no marriage certificates such children do not fall under S.A's Children's Act and are therefore not South African. The question of repatriating such children is a delicate matter which should have to be decided on at Policy Level by the NEC as our ex - host governments have not been very pleased with us over the handling of their people. There have been adverse press reports about our cadres "dumping" their women when they return to the country. In most cases they

discover their "old" relationships they left behind and re-establish their links. This whole issue poses very serious problems for the department.

7. Servicing disabled combatants who got injured during their underground operations. Very often these comrades worked with families which were "not involved". When such families incurred casualties during shoot-outs and lost bread - winners we cannot abdicate our responsibilities of caring for them.
8. Servicing school children - integrating them into schools counselling them with the co-operation of school psychologists and psychiatrists. Adjustments to the apartheid system of education has not always been easy for them, this aspect of case work is most demanding.
9. We established projects for the "foreign" wives i.e. the "Sewing project" which is run by Mrs Rita Ndzanga. This was made possible by my personal donation of 50 sewing machines. Because of the language problem this was the easiest project to render our comrades self sufficient. We train them in groups of 10 for crash courses for 3 months after which we give them diplomas and they can start their own projects. We intend establishing these projects in all the 14 Regions.
10. On the farm which I acquired with the assistance of CRIIA we started farming in January. We planted vegetables and mealies.
11. Arranging medication and hospitalization of our people, paying home visits to check on home circumstances. The Health department has refused to service the sick claiming they are only a policy formulating component of the ANC.

PROBLEMS ENCOUNTERED BY THE DEPARTMENT IN IMPLEMENTING
DECISIONS OF THE NEC

1. Shortage of staff, Social Workers and Counsellors
2. Lack of resources for capacity building of the regions and maintenance and security of our people at regional and branch level. In this regard, in a meeting of Regional Welfare Co-ordinators held in February 1992 it was decided that we should allocate approximately R10 000 per region from the Welfare a/c because these funds were donated to me personally for this purpose. Up to the time the a/c was removed from us we were battling to have a meeting with T.G. and had written several memorandum to him to discuss this allocation with him.

3. Destabilization of the department has resulted in untold suffering of our people. Programmes we had been grappling with the acute shortage of manpower made it most difficult to keep the department alive and functioning. This affected in a very serious manner the preparations for the policy conference.

In this regard I wish to request the S.G. to institute a Commission of Enquiry into the Department's problems and the continued so called media leakages of squandered funds and the subsequent investigations I indicated when I discovered attempts to defraud the office. I need this enquiry because these attempts are continuing in my personal account exactly in the same manner, this confirms my view that the first findings were unprofessional, mischievous and ridiculous.

4. Our pensioners need small grants for medical treatment, sometimes we buy food for them in cases such as that of Cde Tata Mathole who kept being sent from office to office.
5. When the NCCR grants are finished the cdes. invariably come to our office for further assistance as they continue being unemployed, lack accommodation and have no other means of subsistence. They fall easy prey for Askaris, Inkatha and Gogotya who continue recruiting them through Twala.
6. The MK resolution adopted at the National Conference and at the Venda MK Conference and lastly at the Policy Conference has never been put into effect. I made numerous attempts through the ex- Chief of - Staff and our Commander Cde Joe Modise for its implementation. I was told to wait for the launch of all Regional Commands through which we would then form Regional Welfare Units which would liaise with existing welfare structures to facilitate co-operation. Failure to do this has resulted in untold dissatisfaction amongst MK cadres who come in queues daily to my office looking for assistance and work. Most of them have no skills since they left as students in junior standards.
7. On our suggestion we would then allocate regional funds which we requisitioned for this purpose from our donors for Regional Capacity building so that problems are dealt with regionally with the assistance of Regional Social Workers who should be seconded to these Welfare Regional structures.

We have held extensive discussions with the NCCR whose programme is likely to fold at the end of August. Our discussions are taking the form that their regional structures which are fully operational could be inherited by us and we want them to undertake to continue their assistance with whatever funds which may be left over when they fold up.

In our discussions it has been suggested that such funds could be transferred to SABSWA because donors do not want to be seen to be financing a political organisation.

8. The DSW cannot function without its own A/C as it administers day to day assistance to our destitute comrades. The DSW is the human face of the ANC and cannot afford to be subjected to the bureaucratic arrangements of administering its meagre funds given to this department on the clear understanding from donors that their funds are meant for Welfare Assistance and not a political party. We cannot function without petty cash for day to day minimal operation.

9. As a form of example one cadre was brought back into the country from Harare to attend the funeral of his parents in Cape Town. At home he could not even raise funds to buy food for the funeral, he was assisted by the branch. He had been head of his family before he left the country - now his young school going brothers and sister were left with no one to care for them.

He came to us for a small grant. He spent a week in our offices whilst we battled to get him this small grant between cde. T.G. and Makgothi and Vusi Khanyile and back to us. We cannot operate like that, we cannot be seen to treat our people the way they were treated at the apartheid Commissioner's offices. We were very ashamed at this shabby treatment of our cadre which is not uncommon according to MK cadres.

10. I will not deal with the problem of low salaries because S.G. promised that it is being addressed and we have a pending appointment. But to note that we lost 2 highly qualified Social Workers because of this problem and what they termed "the destabilization of the department". Cde. S.G. has memorandum in this regard.

11. We should also mention the dire need for transport. We have lost 2 vehicles, one through an accident in which our driver died and the other was taken at gunpoint in the township. Unless these issues above are addressed and the departments account is administered as before, there is no way of attracting anyone to serve under the present conditions in the DSW. Our salary scales will take sometime before they match the competitive field of Social Welfare agencies.

This is briefly an overview of the activities of the department of Social Welfare.

**BEREAVED FAMILIES COMMITTEE OF THE
SOCIAL WELFARE DEPARTMENTS**

JANUARY - MAY, 1992 SUMMARY REPORT

A. ACTIVITIES

On the basis of lists compiled by M.H.Q. and NAT, we were able to:

1. Respond to families enquiring on the fate of their relatives who fell either in exile or in internal operations.
2. Inform through the REC's and also visit families who were not officially informed of the death of their kin prior to the repatriation exercise.

Families visited: Soweto (125), Alexandra (12), Eastern Transvaal (9), Western Transvaal (8) and Garankuwa (1).

3. There continue to be families actually travelling to A.N.C. HQ from as far as Rusternberg, East Rand, Orange Free States and Natal. We receive and console affected families.
4. We attend and speak at funerals of Comrades whose bodies are brought into the country from the ANC community in exile.

B. PROBLEMS

1. Those families who had earlier not been advised of the deaths are pressurising to visit the graves. A number of families who could afford have actually been received by our missions in Tanzania, Zambia, Angola and Zimbabwe.

We have a list from the poorer families who wish to visit graves in Angola (5), East Africa (3), Mozambique (2) and Swaziland (1).

2. All families visited expect financial assistance for funeral rites. Where this was done, either through the Welfare department or MHQ. There were disparities ranging from R200 to R700. Some have not been given any financial help.

3. We were unable to visit some families because of:
 - a) Lack of address
 - b) The house is situated in a "no go" area close to hostels where there is on-going violence.
4. Absence of death certificates
5. Locating some graves of those who died under police action or custody.

Transport: Departmental Report
January to 31 May 1992

During the period January 1992 to May 1992 the Transport Department purchased 10 motor vehicles, and these were allocated to the following:

1*1.6	Toyota Corolla	S.G.O.
1*1.6	" "	P.E.(R. Mhlaba)
1*1.6	" "	PRO
1*1.6	" "	Health
1*1.6	" "	S.A.C.P.
1*1.6	" "	DPE
1*1.6	" "	Finance (Donation)
1*1.6	" "	DIP
1*1.6	Cressida + Camel	Movement Enterprise
1*1.6	Toyota Corolla	DEP

Security Department

The security Department purchased on their own and not through the Transport Department, 10 vehicles and these were allocated to various regions and sectors of the department (we would like to remind all departments that purchase of vehicles must be done through the Transport Department).

Air Travel

A number of air tickets were bought for local and international travel:

Locally : 123
Internationally : 38
1 charter plane for O.R. University of The North

Seminars

A number of seminars and workshops were held, and delegates had to be transported.

<u>January to May / Departments</u>	<u>Venue</u>	<u>No of times</u>
Negotiations	JHB	4 Workshops
Health	C/T JHB	2 Workshops
Organising	JHB	3 Workshops
DAC	JHB	2 WORKSHOPS
Land Commissions	JHB	1 Workshops
Legal and Costitution	JHB	2 Workshops
Social Welfare	JHB	2 Workshops
Human Resource	JHB	1 Workshops
Finance Commission	JHB	1 Workshops
Election Commission	JHB	2 Workshops
Education	JHB	3 Workshops
SGO	JHB	1 Workshops
NAT	JHB	2 Workshops

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BUILDING AND TECHNICAL SERVICES

REPORT

The following constitutes an executive summary report of the Building & Technical Services department of the Office of the Treasurer-General, for the period 1st January, 1992, to present.

ACTIVITIES

In general terms, B.T.S. has been engaged in the following activities:

- 1) All routine technical operation and maintenance functions at the 51 Plein Street ANC headquarters building.
- 2) All routine technical operation and maintenance functions at ANC Guest House facilities.

With relation to the above points 1) and 2) this has necessarily included all aspects of contract management of renovation and refurbishment works, equipping and furnishing of the above mentioned properties.

- 3) Accomodation. Hotel and conference bookings for all the ANC departments at headquarters.
- 4) Coordination of the joint ANC - Malaysian Government housing project.
- 5) Technical support to the ANC projects in Tanzania, E. Africa in the handing-over process to be completed in December, 1992.
- 6) Coordination of the National Task Force of the ANC and the Permanent Building Society, to provide home loans for ANC staff members.

It should be noted that this task has been recently re-allocated to the Personnel Department, OSG.

- 7) Representation of the movement before the Jhb City Council for the development of the Smal Street Mall project.

It should be noted that until recently, B.T.S. was also charged with procurements for all the ANC departments. This task has since been re-allocated to the Finance department, OTG.

CONSTRAINTS

The main constraint facing this department has been the lack of a clear job description around which to plan, organise and control the work of the department. This has often resulted in great confusion and disillusionment for the departmental staff. It has not been possible for B.T.S. to even draw up a budget for the current fiscal year.

The lack of understanding in other departments about the functions of B.T.S. has also resulted in delays in recruiting capable ANC personnel to the department, knowledgeable of the workings of a technical services unit such as B.T.S.

In order to cover all the various tasks entrusted to B.T.S. it has been proposed that the B.T.S. section per se be dissolved as an OTG department and be formally reconstituted under the THEBE, the financial investment structure of the ANC, proposal currently under discussion by the OTG Secretariat.

ZAMA C. MVUSI.
Deputy Head, B.T.S.

Johannesburg
June 3, 1992.

Copies: The Administrative Secretary, OTG.

POLICY

DEPARTMENTS

- 1. DEPARTMENT OF ARTS AND CULTURE**
- 2. DEPARTMENT OF ECONOMIC AND PLANNING**
- 3. DEPARTMENT OF EDUCATION**
- 4. DEPARTMENT OF HEALTH**
- 5. DEPARTMENT OF HUMAN RESOURCES**
- 6. LEGAL AND CONSTITUTIONAL AFFAIRS**

JAN -MAY 1992 DAC REPORT.

MAJOR EVENTS:

From January to May the DAC despite the fact that it was terribly understaffed was engaged in 6 levels of work.

- 1) The creation and implementation of 3 of the 4 long mooted commissions, viz. Negotiations; Language; Museums, monuments and Heraldry.
- 2) Strengthening the 14 regional DAC structures through workshops etc.
- 3) Convening of bi-monthly National Consultation meetings
- 4) The consolidation of international cultural relations via ANC Chief Representatives of the various countries.
- 5) Established an ANC National Cultural Council.
- 6) Completed the draft Cultural Policy Document.

PROBLEMS:

- 1) A general lethargy is experienced in the dealing with regional structures, and most of the REC's exhibit apathy to cultural issues. No office and communication facilities are given to regional DAC co-ordinators, nor do they receive salaries.
- 2) DAC HQ staff, almost without exception, needs proper training;
- 3) The personnel which has been roped in for commissions and to provide expertise and person power, numbering about 30, need parttime staff to assist in administration. This is besides DAC regional co-ordinators.
- 4) DAC HQ is not only understaffed e.g. there is no organiser, no deputy head, only recently have we employed a Projects Co-ordinator, but also, the staff needs educating to become professional.
- 5) The Grahamstown, Dorkay House, Bloemfontein, Amandla, Election Play, 80th Anniversary play, Children's Festival and the Eastern Transvaal projects are not on course. This is due to the fact that at DAC-HQ we did not have adequate staff, finances, and have not co-ordinated properly with relevant departments or structures.

W.SEROTE

CO-ORDINATOR

REPORT TO THE NATIONAL EXECUTIVE COMMITTEE

DEPARTMENT OF ECONOMICS AND PLANNING (DEP)

OVERVIEW OF ACTIVITIES JANUARY TO MAY 1992

1. The DEP includes the following sections: Economic Affairs,
Land, Environment, Science and Technology.
2. WORKSHOPS/SEMINARS CONVENED
 - Macro-economics (x2)
 - Southern Africa
 - Investment Code (x2) with COSATU, SACP
 - Land and Property Rights
 - Electrification Conference
 - The Budget
 - National Development Forum
3. INTER-DEPARTMENTAL WORK
 - Inter-departmental Development Committee
 - Economic Implications of Policy Making
 - Seminar on Macro-economics for NWC
4. CONFERENCES ATTENDED
 - SADCC Annual Conference
 - Conference on the UN system
 - Conference on Future SA / European Relations
 - SACC Investment Policy
 - African Development Bank Annual Meeting
 - Malaysia, Conference on Development
5. INTERNATIONAL MISSIONS UNDERTAKEN
 - World Bank/IMF to discuss future relationships
 - UNDP on future relations
 - EEC/ACP re future trade relations
6. SPEECHES/PRESENTATIONS/INTERVIEWS
 - Too many to enumerate
7. INTERNATIONAL TRADE MISSIONS
 - Too many to enumerate
8. NATIONAL POLICY CONFERENCE
 - The department had borne much of the responsibility for the preparations and convening of the NPC.
9. OTHER ACTIVITIES
 - Participation in a Scenario planning exercise
 - Meetings with business (especially sectors like LOA)
 - Participation in Tripartite Economics Forum
 - Ongoing research eg unilateral restructuring
 - Meetings with Development agencies eg IDT, DBSA, UF etc
 - Regional workshops
 - Training courses for ANC members (both local and abroad)
 - Participation in various studies eg ADB study on regional integration
 - Detailed research eg MERG and proposed Agrarian Institute

10. CONSTRAINTS

* Staffing - a number of vacancies exist for professionals in the department. It is difficult to find good professionals willing to work for ANC salaries.

* Overload - the DEP is inundated with requests to meet foreign visitors. Now that we have adopted policy guidelines, we would recommend that DIA train their staff members to handle the bulk of foreign visitors.

oOo

tam. 020692

EDUCATION DEPARTMENT REPORT TO NEC
January - June 1992

1.0 The department's activities covered the following areas:

- policy development and analysis
- educational intervention
- co-ordinating external educational projects (Zimbabwe, Zambia, Uganda, Tanzania)
- developing regional education committee structures
- miscellaneous (conferences, workshops, seminars, talks, meetings - internal/external, etc)

2.0 In the first half of the year significant effort was invested in setting up a broad educational alliance that successfully resulted in the launching of the National Education Conference. This initiative, in which the department played a leading role, is significant in the educational arena. It is a major effort developed to address both the current crisis and future educational needs.

Our policy work has continued to explore more details regarding provision and financing of education. A detailed financing plan has been developed, which demonstrates affordability and capacity in education financing. We continue to intervene in areas such as technical education and training (with COSATU), tertiary education (training colleges and universities) and the school sector.

3.0 Our greatest challenge is developing our organisational capacity. This requires us to effectively separate the day to day running of the department from the long term objectives i.e. to democratically develop policy is directly related to the development of our local and regional capacity.

4.0 Our major objective for the second half of 1992 is to consolidate our policy development process through establishing a policy analysis and development initiative. This will enable us to effectively discharge our prime objective viz. detailed policy analysis and option development.

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ANC DEPARTMENT OF HEALTH (DOH) ACTIVITIES AND CONSTRAINTS FOR THE PERIOD OF JAN - MAY 1992.

Note:- These activities initiated by ANC only and or follow up policy action has been necessary.

Activities/ Meetings	Venue & no. of Meetings.	Type	Parti- cipants	Dates
Health Policy Conf.	Cape Town	Conference	60 DOH	10-12 Jan 92
Regional Health Policy	6 ANC Regions	Workshops	30 Reg DOH	Jan to April
General Policy	Johannesburg	Conference	ANC depts	March
Health Scretariat	Johannesburg	Meeting	20 reg. reps	January
National Coordinating Committee	Johannesburg x 3	Meeting	6 members	Jan, March, April
Health MDM ANC Consul- tation	Johannesburg	Consultative	30 COSATU UnityForu PPHC	7/03
Health Systems Research Trust	Johannesburg	Consultative	10 Kagiso Trust Kaiser Founda	April
Schools of Public Health Commission	JHB/CT/DBN	Study	4 travel commiss.	April
Academic Medicine Summit	DBN/JHB x 2	Consultative	Medical Schools/ Author- rities	Feb April
AIDS Convention Steering Committee	DBN/JHB x 3	Planning	DNHP COSATU CAST NAFCOC SACC	Feb/Mar
MERG Health Financing	CT/JHB x 3	Planning	ANC Dept	Feb/Mar

				April
World Health Assembly	Geneva	Conference	DOH	5-16 May
Drew Univ. USA Human Resources	Atlanta&LA	Consultative Planning	8 ANC	Jan
Hospice	JHB	Bilateral	4 Hospice	27/01
MASA	JHB	Bilateral	2 MASA	13/02
SANC	JHB	Bilateral	4 SANC	21/02
Adolescent Health	Nairobi	Conference	2 Youth League	Mar
SAMDC	JHB/PTA	Meeting	30 SAMDC	Jan/Apr
Pharmaceutical Society NBO	PTA	Meeting Bilateral	10 Soc	Mar

N.B. 1. TRANSPORT

Our department must be the only one at HQ which has never been allocated a vehicle. The only vehicle has been for the mental health project donated by SIDA.

2. PERSONNEL

Finally we are about to get all personnel required at HQ. Major problems exist at regional level where we have been able to get temporal personnel only for the work on health policy. It is our view that at least one person in each region is required to coordinate health issues at REC level.

3. FINANCE

Financial assistance is once more required for regional infrastructure and other work of the department.

4. COMMUNICATION AND STATE ORGANISATION

At regional level the state of organisation is such that it is very difficult to communicate to the regional health departments.

DEPARTMENT OF HUMAN RESOURCES
REPORT FOR THE PERIOD JAN.-JUNE 1992

ACTIVITY	NAME OF PROG.	STATE OF AFFAIRS	COMMENTS
TRAINING	1. Staff development (To be taken over by Personnel 2. Technical training 3. Group training outside S.A. 4. EDI/WORLD BANK training programme	1. 72 persons trained a private institutions. 2. 24 persons trained in private institutions. 3. 5 Courses sponsored by Commonwealth 4. Programme proceeding with help of DEP	Funds available from SIDA Programme to be revamped Canadian sponsorship is problematic.
PLACEMENTS	1. On the job training 2. Internship	1. 7 Persons on 6 months attachment in the country. 2. 42 persons on attachment inside and outside S.A.	programme to be ran by repatriation.
POLICY DEVELOPMENT	1. Conferences 2. Research	1. 7 held 2. Commissioned	more to be held
REGIONAL COORDINATION	Setting up of regional structures	Committees are operational in 11 regions	more to be set up in other regions
PROJECTS	1. Basic skills development project 2. Jewellery training project 3. New South Africa project. 4. Fund for veterans' pensions 5. Travel Agency training school 6. Micro-loan project	1. Training in 5 courses starting 15.6.92 2. Start 1.8.92 3. Problems in San Francisco 4. NEC has to give a go ahead for project 5. Maatla Trust to provide framework. 6. Loans granted	Funds have to be raised for the programmes.

Problem: Lack of clarity in terms of reference of training between HRD and Personnel.

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REPORT

LEGAL AND CONSTITUTIONAL AFFAIRS

Since the beginning of this year the department has been involved in the organisation of a series of workshops seminars on voter educational training of electoral officers. This has been done in conjunction with the electoral commission, NDI and CDS. As a follow-up to the work done last year in this field, 10 regional workshops on elections were conducted from 22 March 1992 to 3 April 1992.

On 2-3 May a conference was held at the University of Fort Hare on "Reincorporation of TBVC's and the implications thereof".

On 26-28 March we in conjunction with CLC University of Western Cape, held a conference on the on the structure of government for a democratic South Africa. This was attended by both local and international experts.

NATIONAL DEPARTMENTAL MEETINGS

Two meetings of the department and the departmental regional representatives have been held since February to date. These were held to strengthening the department at regional level and establishment of a strong link between the department and the masses at large.

PUBLIC SPEAKING ENGAGEMENTS

Members of the Constitutional Committee have during the month of May, been dispatched to the regions for the purpose of explaining and instigating discussions on the policy documents of our sector.

Our members have been called upon from time to time, to participate in conferences, seminars and workshops organised by various academic and other institutions.

CODESA

Almost all the members of the department and the constitutional Committee are involved in the various working groups of CODESA as delegates and advisors.

PUBLICATIONS

Several papers and booklets have been produced by the department and published by CDS.

OVERSEAS TRIPS

Several trips abroad have been undertaken by the various members of the department. these are for the purposes of studying the constitutional and legal systems of various countries of the world.

FOR
INFORMATION

1. PERSONNEL SECTION

JANUARY - MAY 1992 REPORT ON PERSONNEL SECTION

1. INTRODUCTION

The Personnel Section based at the Headquarters was formally set up in August. It is under the Secretary General's Office and is subordinated to the NWC Staffing Committee.

2. MAJOR TASKS

Major tasks entrusted on this Section are:

- a) keeping individual records of all staff members of the ANC nationally;
- b) recruits, interviews and tests successful candidates for employment in various departments at the Headquarters subject to the approval by the NWC Staffing Committee
- c) staff training, upgrading and development nationally is soon to take off
- d) job description, specification, grading and salary administration
- e) handling of grievances and discipline is done in conjunction with the Staffing Committee
- f) dealing with staff members needs, viz. ;
 - i) housing scheme
 - ii) provident fund
 - iii) medical aid
- g) dealing with staff matters at Regional level

3. ACHIEVEMENTS

The following achievements, as a result of joint efforts, have been recorded;

- | | |
|------------------------------|------------------------|
| a) employment procedure | f) Grievance Procedure |
| b) conditions of employment | g) Wage Procedure |
| c) Disciplinary Procedure | h) Wage Structure |
| d) Disciplinary Code | i) Leave Register |
| e) Daily Attendance Register | |

4. REQUIREMENTS

As our workload increases, we therefore have the following items which will enhance the quality of our work:

- a) is a bigger office space as soon as it is possible
- b) office furniture that will meet the Section's requirements
- c) to train staff on report writing in the EDUCOS computer programme
- d) assistance in Daily Attendance Register recordings with the help of the clocking cards electronic system.

5. FUTURE PLANS

- a) to ensure that the training and upgrading of staff members takes off as soon as possible
- b) to complete the computerisation of all staff employed by the ANC nationally.