

The Structure and Functioning and Personnel of the A.N.C.

Appendix

~~Readable~~
since

Kabwe
We spent a lot of time before Kabwe on this see CC 6 for outcome.

Office Bearers

stitution of the

ANC was adopted,

~~the ANC has~~ great changes have taken place in the ANC.

great changes have taken place in the ~~structure and functioning of~~ the ANC. The need to make the organisation an ever more efficient instrument in the struggle to overthrow apartheid and build a new, united, non-racial and democratic South Africa, has produced

The Structure ^{and} Functioning and ~~Personnel~~ of the A.N.C.



Appendix A to

Office Memorandum

~~Preamble~~: Introduction -

Since the 1958 Constitution of the

A.N.C. was adopted,

~~The Kuthudi~~

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the A.N.C. The need to make the

organisation an ever more efficient

instrument in the struggle to overthrow apartheid and build a new, united, non-racial and

democratic South Africa, has produced

a number of new bodies such as
the Army, Security and Representation in
many countries. The structures which
corresponded to the needs of ~~the~~ the ANC
when it was essentially a campaigning
and mobilising organisation operating
within the limits of legality of the
racist state, have grown ~~to~~ as the
ANC has ~~emerged as~~ ^{grown to be developed into} an insurrectionary
organisation leading the people in an
assault on racist power. We now
have an Army, a Security force and
extensive international representation.
Our activities take place in many
countries. We have a School and ^{many} other
projects.

Thus the growth of our organisation
as an ever more efficient instrument

leading the oppressed and all democratic
forces in an assault on racist power
in the struggle to ~~overthrow~~ ^{overthrow and} dismantle
apartheid and build a new, united,
non-racial and democratic South
Africa, has necessitated important
structural changes in the organisations
pending the preparation of a draft
up to date version of the Constitution,
which is to be circulated to all
~~members before for their~~ before being

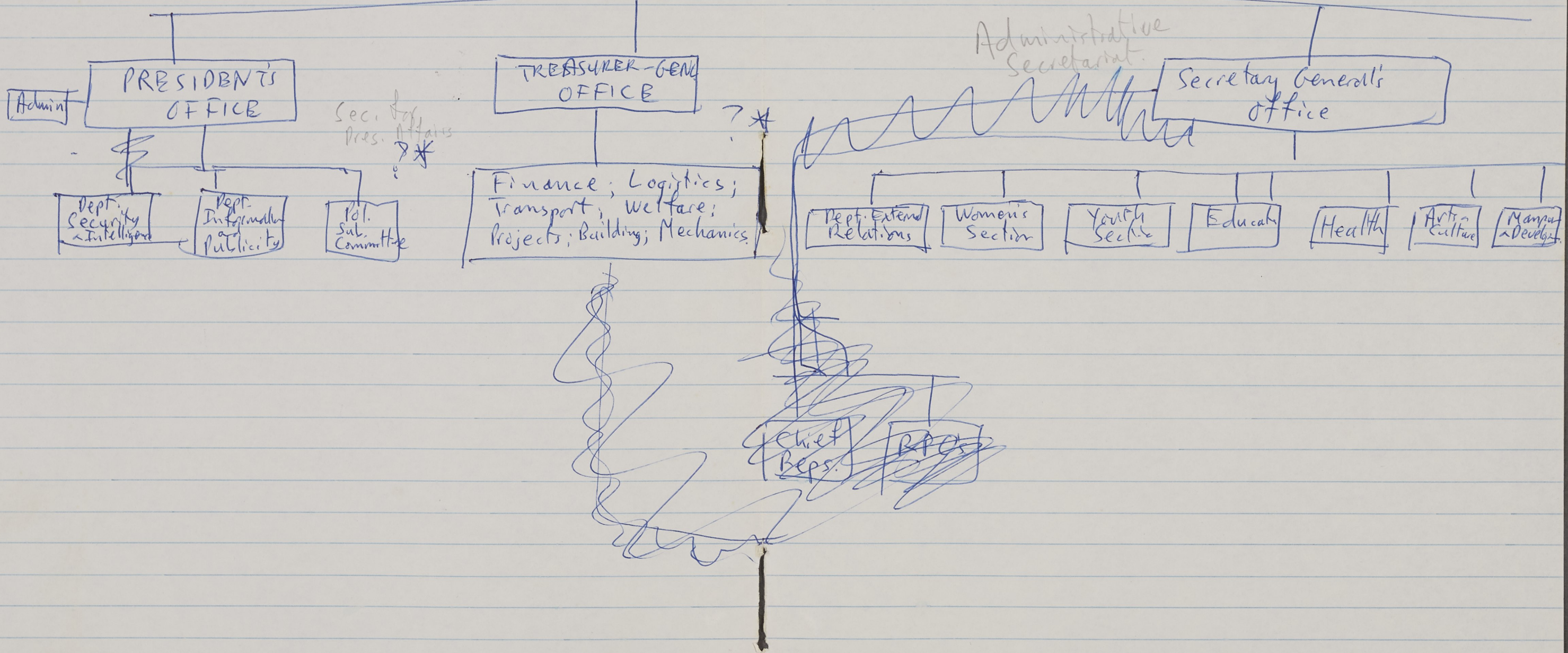
and discussed by the whole
membership before adoption, the
following guide to the structures
and functioning of the organisation
is presented. Its objective is not
only to ^{ensure that} keep the membership ^{is kept} informed

DIAGRAM OF DEPARTMENTS OF A.N.C.

~~DEPT~~

NATIONAL CONFERENCE

NATIONAL EXECUTIVE COMMITTEE
NATIONAL WORKING COMMITTEE



Document 1: ~~Structure~~ Guidelines to the
Structure and Functioning of the ANC.

- 1). The highest organ of the ANC is the National Conference, which is responsible for determining the ^{basic} policy of the organisation and for electing the National Executive Committee.
- 2). In the intervals between ^{National} Conferences, the National Executive Committee shall be responsible for ^{supervising the fulfilment materialisation} ~~the application of the policy~~ of carrying out, of Conference decisions.
In particular, it will give leadership ~~be~~ responsible for in relation to
(i) The people

g).

h). - adapted.

(i).

(j). Reports.

1).

The NEC ~~shall~~ consists of

 + 16

at present - vacant.
Ex officio
Women's Sec.
Youth.

The NEC ~~shall~~ appoints from amongst its members the National Working Committee consisting of not less than members.

Functions:

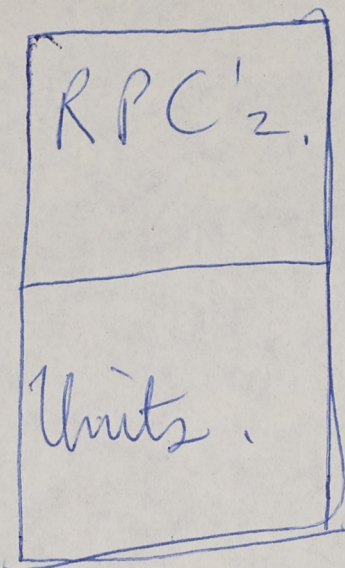
- a.)
 - b.)
 - c.)
 - d.)
 - e.)
- Adapted to structures.

President.

Deputy?

S.G.

T.G.



National Political Commissat:

National Chaplain. (?)

~~Rep - members relig~~

The NEC shall choose from a

Head of Army

N Pol. Com.

and appoint ~~the head of~~
Natl. Chaplain. -

^{may}
N.E.C. Cooptation.

Head, of Depts. - members or
(coopted)

and Assistants. - need not be.

Head Women

Youth -
elected
by conference.

STRUCTURE MARCH 1983

The Working Committee of the African National Congress has been almost continuously pre-occupied with the task of perfecting the organisational structure of our movement in line with our developing situation. It is logical and correct to continuously evolve new or improved structural forms best suited to the unfolding situation in the country, area and the world.

The task of continuously perfecting our organisational structure and therefore our ability to mobilise more and more of our people into the revolutionary struggle headed by the African National Congress is an on-going process. The aim is to increase our ability to strike at the enemy and effect its revolutionary overthrow.

It is one of the central aims of this structure to clearly pin-point responsibility and accountability through unambiguous distribution of tasks.

We should bear in mind that **it is the task of all members of the movement to** implement this structure guided by the central strategic objective that our national movement pursues everything for the seizure of power by the people.

This circular therefore constitutes a directive of the NEC to the whole movement for immediate implementation by all organs and comrades.

ORGANISATIONAL STRUCTURE

1. The highest organ of the African National Congress (ANC) is Conference.
2. The highest executive body of the ANC is National Executive Committee (NEC).
3. The executive body of the ANC in-between the sessions of the NEC is the National Working Committee.
4. The coordinating bodies with executive powers in-between meetings of the National Working Committee are:
 - (a) The PMC which is charged with the task of handling and directing all internal work of the movement.

(b) The External Coordinating Council which is charged with the task of handling and directing the work of the movement externally.

It is one of the central aims of this structure to clearly define the coordinating bodies with executive powers in-between meetings of the national working committee and responsibility and accountability through unambiguous distribution of the national working committee.

(a) The FMC which is charged with the task of handling and We should be coordinating all the work of the movement. There are three main Offices under which all departments immediately fall. These are:

- a) Office of the President
- b) Office of the Secretary-General
- c) Office of the Treasurer-General

5.1. The Three basic Offices are headed by the three main officials of the ANC. These are:

- a) The President-General of the movement
- b) The Secretary-General of the movement
- c) The Treasurer-General of the movement

5.2. Main Functions of the three main officials

- a) President General: The President-General is the head and chief directing officer of the congress and leader of the house in a national conference. He shall:
 - i) Present to the conference and NEC a comprehensive statement of the state of nation/organisation and the political situation generally;
 - ii) Preside over meetings;
 - iii) Make pronouncements for and on behalf of the NEC outlining and explaining policy or attitude of the congress on any question;
 - iv) Be commander-in-chief of the People's Army Umkhonto We Sizwe.
- b) Secretary-General: The Secretary-General is the chief administrative officer of the congress. He shall:
 - i) Be the custodian of the minutes of the NEC/NWC as well as other records of the movement;
 - ii) Conduct the correspondence of the NEC and NWC and send out notices of all Conferences, NEC and NWC meetings;
 - iii) Convey the decisions and instructions of the National Conference, NEC and NWC to the lower organs of the movement;

3/... The task of continuously perfecting our organisational structure and The highest executive body of the ANC is National Executive Committee therefore our ability to mobilise more and more of our people into the revolutionary struggle headed by the African National Congress is an

- iv) Prepare yearly reports on the work of the NEC and NWC and such other documents which may from time to time be required by the NEC and NWC.
- c) Treasurer-General: The Treasurer-General is the chief custodian of the funds and property of the ANC. He shall:
 - i) Keep such books of account as may be necessary to record clearly the financial position of congress;
 - ii) Submit annually to the NEC a report on the financial situation of the movement;
 - iii) Together with the President-General and the Secretary-General constitute the Chief Finance Committee of the ANC.

National Working Committee (NWC)

Composition: Shall be composed of members of the NEC present at headquarters at any time plus those especially invited to attend the particular meeting of the NWC.

Quorum: A minimum number of eleven (11) members of the NEC satisfying the following requirement constitute a quorum of an NEC meeting:

- a) At least three must represent the External Coordinating Council.
- b) At least three must represent the PMC.
- c) Either the President, Secretary-General or Treasurer-General must be present.
- d) There should be four other members of the NEC.

Tasks of the NWC

- i) Shall coordinate, supervise and direct the work of the ANC in-between sessions of the NEC;
- ii) Shall receive and consider reports from the ECC and PMC;
- iii) Shall direct and supervise the political life of the organisation;
- iv) Shall report to the NEC through the Secretary-General on the state of the organisation and progress of the struggle.

Tasks of the Coordinating Councils (ECC and PMC)

1. Shall coordinate, supervise and direct the work of the departments and organs under them.
2. Shall consider, approve or amend and ensure the implementation of plans submitted to them by these departments and formulated within the broad framework which shall have been given by the NEC or its NWC.
3. Shall recommend to the NEC/NWC new political and other initiatives.
4. Shall, through the relevant organs, ensure the all-round development of our cadres.
5. Shall report regularly to, and ensure the implementation of directives from the NWC.
6. The President, SG, TG and two others shall constitute the chairmanship and vice-chairmanship of the Politico-Military Council (PMC) and External Coordinating Committee (ECC) and as such, shall convene and preside over meetings of the PMC and ECC. In case all members of the chairmanship are absent, they shall appoint at least one member of the PMC/ECC to act in their place.

7.1 Tasks of the PMC Secretariat

1. Shall receive reports and plans from the Political HQ and the Military HQ and submit these to the PMC.
2. Shall convey decisions of the PMC to the relevant subordinate organs.
3. Shall, whenever necessary, seek the assistance of the relevant organs to ensure the proper coordination of plans prior to their submission to the PMC.
4. The Convenor of the Secretariat who shall be a member of the NEC shall convey the decisions, progress and other reports of the PMC to the Secretary-General for submission to the NWC, who through the convenor shall similarly communicate with the lower organs.

7.2 Tasks of the ECC Secretariat

1. Shall receive reports and plans from the three offices and submit them to the ECC.
2. Shall convey the decisions of the ECC to the respective offices.
3. Shall, whenever necessary, seek the assistance of the relevant offices to ensure the proper coordination of plans prior to their submission to the ECC.
4. The convenor of the Secretariat who shall be a member of the NEC shall convey the decisions progress and other reports of the ECC to the Secretary-General for submission to the NWC, who through the convenor shall similarly communicate with the lower organs.

8. Tasks of the Political Headquarters Committee

1. Shall mobilise the masses of our people inside the country into struggle subject to plans approved by the PMC/NWC/NEC.
2. Shall establish underground political units of the ANC throughout South Africa.
3. Shall, in conjunction with the military headquarters, establish underground units of MK throughout South Africa.
4. Shall maintain contact with legal organisations within South Africa with the aim of influencing them towards acceptance of the programme, the strategy and tactics of the ANC.
5. Shall, where necessary, set-up legal organisations within South Africa for the purpose of mass mobilisation and mass action.
6. Shall report regularly to the PMC on the state of our internal organisation and the conduct of the political struggle.

9. Tasks of the Military Headquarters

1. Shall be the military headquarters of our people's army.
2. Shall direct the military struggle, subject to plans approved by the PMC/NWC/NEC.

3. Shall, in conjunction with the relevant political organs, control all our military formations inside and outside the country.
 4. Shall, in conjunction with the Political Headquarters establish underground units of MK throughout South Africa.
 5. Shall ensure that MK is a disciplined and politically conscious army of the people.
 6. Shall, through the PMC, report regularly to the NEC on the state of the army and the conduct of the military struggle.
10. Tasks of the Office of the President

- a) Shall coordinate and supervise work of all departments listed under it.
- b) Shall receive reports from the listed departments and shall direct their work in-between meetings of the ECC.
- c) Shall prepare and submit reports to the ECC.

Secretary for Presidential Affairs

The Secretary for Presidential Affairs shall be a member of the National Executive Committee and shall assist the President. He shall, among other tasks, handle the correspondence of the Office and shall be the main Administrative Officer in the Office of the President.

10.2 Tasks of the Political Sub-committee

There shall be in the President's Office a political sub-committee which shall study the overall situation internally and internationally with the aim of preparing commentaries on current political, social, economic, diplomatic and military strategic questions and shall be responsible for preparing statements and other major pronouncements of the ANC. This sub-committee shall be headed by the Secretary for Political Affairs in the Office of the President.

10.3 Tasks of the Department of Information and Publicity

The department prepares and disseminates information and ~~other propaganda~~ material for the organisation. It deals with such aspects of ANC work as radio propaganda, leaflets, periodicals, research, legal publications, Sechaba and other publications of the ANC, films, posters, press, news briefings and training of publicity personnel.

10.4 Tasks of the Department of Intelligence and Security

Shall be responsible for the work of Intelligence and Security of the organisation.

11. Tasks of the Office of the Secretary General

- a) Shall coordinate and supervise the work of all departments listed under it and shall be the chief administrative centre of the organisation as a whole.
- b) Shall ensure the timely and current implementation of NEC/NWC decisions.
- c) Shall prepare for and convene meetings of the NWC.
- d) Shall attend to the correspondence and appointments of the Secretary-General.
- e) Shall receive reports from all departments listed under it.
- f) Shall prepare and submit reports to the PMC/ECC through the Administrative Secretaries (internal and external).

11.1 General Administrative Secretariat

The Secretary-General is the chief administrative officer of the movement. SG as chief administrative officer shall be assisted by the Administrative Secretary of the PMC and the Administrative Secretary of the ECC. The SG together with these two administrative secretaries as his assistants will constitute National Admin. Secretariat.

11.2 Tasks of the Department for International Affairs

- a) Shall mobilise political and material support for the ANC internationally.
- b) Shall supervise and direct the work of all ANC Representatives.
- c) Shall study the international situation and take all necessary

action including ~~selection and preparation of delegations to conferences.~~ The finalisation of delegations and delegates shall be by consultation with members of the NWC available at headquarters.

- d) Shall establish ANC support groups.
- e) Shall see to the creation of ANC units.
- f) Shall report regularly to the Secretary-General.

11.3 Tasks of the Women's Section

- a) Shall organise women in South Africa into the African National Congress.
- b) Shall mobilise the masses of women in South Africa into the struggle.
- c) Shall organise South African women abroad into active units of the Women's Section.
- d) Shall mobilise women internationally to support the ANC politically and materially.
- e) Shall issue propaganda material for both internal and external use.
- f) Approval of delegates shall be achieved through consultation by members of the NEC at Headquarters.
- g) Shall report regularly to the Secretary-General.

11.4 Tasks of the Youth Section

- a) Shall organise the Youth and Students in South Africa into the ANC.
- b) Shall mobilise the masses of youth and students in South Africa into the struggle.
- c) Shall organise ANC Youth and Students abroad into active units of the Youth Section.
- d) Shall mobilise the youth internationally to support the ANC politically and materially.
- e) Shall issue propaganda material for both internal and external use.
- f) Approval of delegates shall be achieved through consultation with members of the NWC. This will be with the help of the Office of the Secretary-General.

11.5 Tasks of Department of Manpower Development and Training

- a) Shall keep records of all our personnel.
- b) Shall train and develop ANC personnel.
- c) Shall in conjunction with the relevant organs recommend the proper deployment of personnel according to speciality and ability.
- d) Shall report regularly to the Secretary General.

11.6 Tasks of the National Political Commissar

The chief political commissar shall be the chief organiser in the External Mission of the ANC, and shall head the Department of Manpower Development and Training.

12. Tasks of the Office of the Treasurer-General

- a) Shall raise funds and other materials for the needs of the movement as a whole, excluding war materials.
- b) Shall be the custodian of the property of the ANC and shall keep a full and proper record of the above and ensure their proper utilisation.
- c) Shall ensure that the financial, logistic and welfare needs of all the individuals and organs requiring maintenance by the movement are met, both at home and abroad.
- d) Shall otherwise disburse funds and other materials as directed by the ANC.
- e) Shall prepare and submit reports to the NWC at least twice a year, and to the NEC once a year.
- f) Shall prepare and submit financial reports to the NEC at least once a year.

12.1 The Office of the Treasurer General shall constitute the Treasury and shall comprise the following:

1. Treasurer-General
2. Deputy Treasurer-General
3. Administrative Secretary
4. Head of finance department, Treasurer-General's representative for regional treasury offices (N/D).

5. ~~Head of projects department~~
6. Head of logistics department
7. Head of transport department
8. Head of building ~~CONSTRUCTION and maintenance department~~
9. Head of mechanics department
10. Welfare
11. Recording Secretary

13. Supreme Finance Committee

Composition:

- a) President-General
- b) Secretary-General
- c) Treasurer-General

Tasks:

- a) Prepare annual budget
- b) Approve budget
- c) Oversees the finances of the movement as a whole

14. Tasks of the Representatives

- a) Shall represent the NEC ~~in the country or region under their~~ jurisdiction.
- b) Shall maintain contact with the Government(s) in the area of operation.
 - i) Shall seek to keep the host(s) fully informed on the current situation in South Africa and the policy developments emanating from or relating to the ANC;
 - ii) Shall seek to influence the hosts to support the ANC both politically and materially;
 - iii) Shall be the channel through which the NEC and its department normally communicate with the host government;
 - iv) Shall report to the NEC on the relation between ANC and host country and work for support for the ANC politically.
- c) Shall maintain contact with the ruling party(s) other mass organisations and public institutions to influence them to support the ANC politically and materially.

15. Tasks of the RPC's

- a) In any region the Regional Political Committee is the highest political organ of the movement. The Youth Section and the Women Section shall each designate one person to be a member of the RPC.
- b) It shall ensure that all members of the organisation are integrated in functioning branches, and that members are actively involved in the work of the movement.
- c) It shall ensure that all members are thoroughly grounded in the policies of the movement and that members discuss and understand the current political strategy and tactics of the movement as well as the current situation-internally and internationally.
- d) It shall ensure that members participate in the formulation and evolution of policy.
- e) It shall ensure that the NEC is acquainted with such political, social and other problems as the members may face: It shall however, try to solve these problems before passing them over to the NEC, in cooperation with the Chief Representative.
- f) It shall help in ensuring the security of the movement in the area of its jurisdiction.
- g) It shall report regularly to the Secretary-General and receive instructions from him through the Chief Representative.

DISTRIBUTION OF PERSONNEL

1. Politico-Military Council

Composition

- i) The Chairmanship - President, Secretary-General, Treasurer-General plus two others
- ii) Military Headquarters representatives -

iii) Political Headquarters Representatives

iv) Director of Information and Publicity -

v) Head of NAT -

vi) SACTU President and Secretary-General -

vii) Permanent Secretariat -

2. Political Headquarters

a) Chairman -

b) Deputy Chairman -

c) Secretary -

d) Women mobilisation -

e) Workers mobilisation -

f) Youth mobilisation -

g) Church front -

h) Community organisations -

i) Underground work -

J) Propaganda and Information -

k) Peasant mobilisation -

l) NAT -

m) Director of DIP -

3. Military Headquarters

a) Commander -

b) Deputy Commander and Army Commissar -

c) Chief of Staff -

- d) Chief of operations --
- e) Chief of Communications --
- f) Chief of Logistics --

4. External Coordinating Council

Composition: Chairmanship plus assistants

- 1. President
 - 2. Secretary-General
 - 3. Treasurer-General
- plus two others.

5. Members

- 1. Head of International --
- 2. Head of Education --
- 3. Head of Women Section --
- 4. Head of Department of Manpower Development --and Training --
- 5. Head of Youth Section --
- 6. Director of Information --
- 7. Administrative Secretary of Treasury --
- 8. Representatives of Treasury --
- 9. Head of Political Sub-committee --
- 10. Head of Intelligence and Security --

6. ECC Secretariat

Three-member secretariat one of whom is a convenor.

7. Office of the President

- a) Comrade President
- b) Political Secretary
- c) Administrative Secretary and Treasurer --

8. Departments falling under Office of the President

- a) Department of Security and Intelligence --
- b) Department of Information and Publicity --
- c) Political Sub-Committee -- Head
Assistant Secretary --

9. Office of the Secretary General

- a) Comrade Secretary General -
- b) Deputy Secretary General -
- c) Administrative Secretary -

9.1 Departments falling under the Office of the Secretary General

- a) Department of External Relations headed by -
- b) Women Section headed by -
- c) Youth Section headed by -
- d) Department of Education headed by -
- e) Department of Health headed by -
- f) Department of Arts and Culture -
- g) Department of Manpower Development -

- 10.1 Department of External Relations - head -
Deputy head -
Administrative Secretary -

12.2 Youth Section - head -

- Assistant Secretary for Internal and Deputy head -
- Secretary -
- Assistant Secretary for Personnel and ANC units -
- Assistant Secretary for International Relations -
- Assistant Secretary for Publicity -
- Assistant Secretary for Education and Culture -
- Assistant Secretary for Finance and Material Assistance -
- Assistant Secretary for Administration -
- Additional members of National Youth Committee with special duties

-
-
-
-
-
-

12.3 Women Section - responsible for Political Education - head -

- b) ~~Deputy~~ responsible for ~~education, Culture and children~~
-
- c) Assistant Secretary for International Relations -
- d) Assistant Secretary responsible for Internal Mobilisation
-
- e) Assistant Secretary responsible for ~~Research~~ -
-
- f) Assistant Secretary responsible for Finance and Material Assistance
-
- g) ~~Assistant Secretary responsible for Publicity and Information~~
-
- h) Assistant Secretary responsible for Administration -
-
- i) Assistant Secretary responsible for Logistics -

There shall be seven other members of the National Executive Committee of the Women Section with special duties internally and internationally.

12.4 Department of Education: Head -
Deputy Head -
Administrative Secretary -

Members of the Secretariat: -
-
-
-

- 12.5 Department of Health: Secretary -
Deputy Secretary -
Administrative Secretary -
Members of the Secretariat -
-

12.6 Department of Arts and Culture:

- Head -
Administrative Secretary -

12.7 Department of Manpower Development

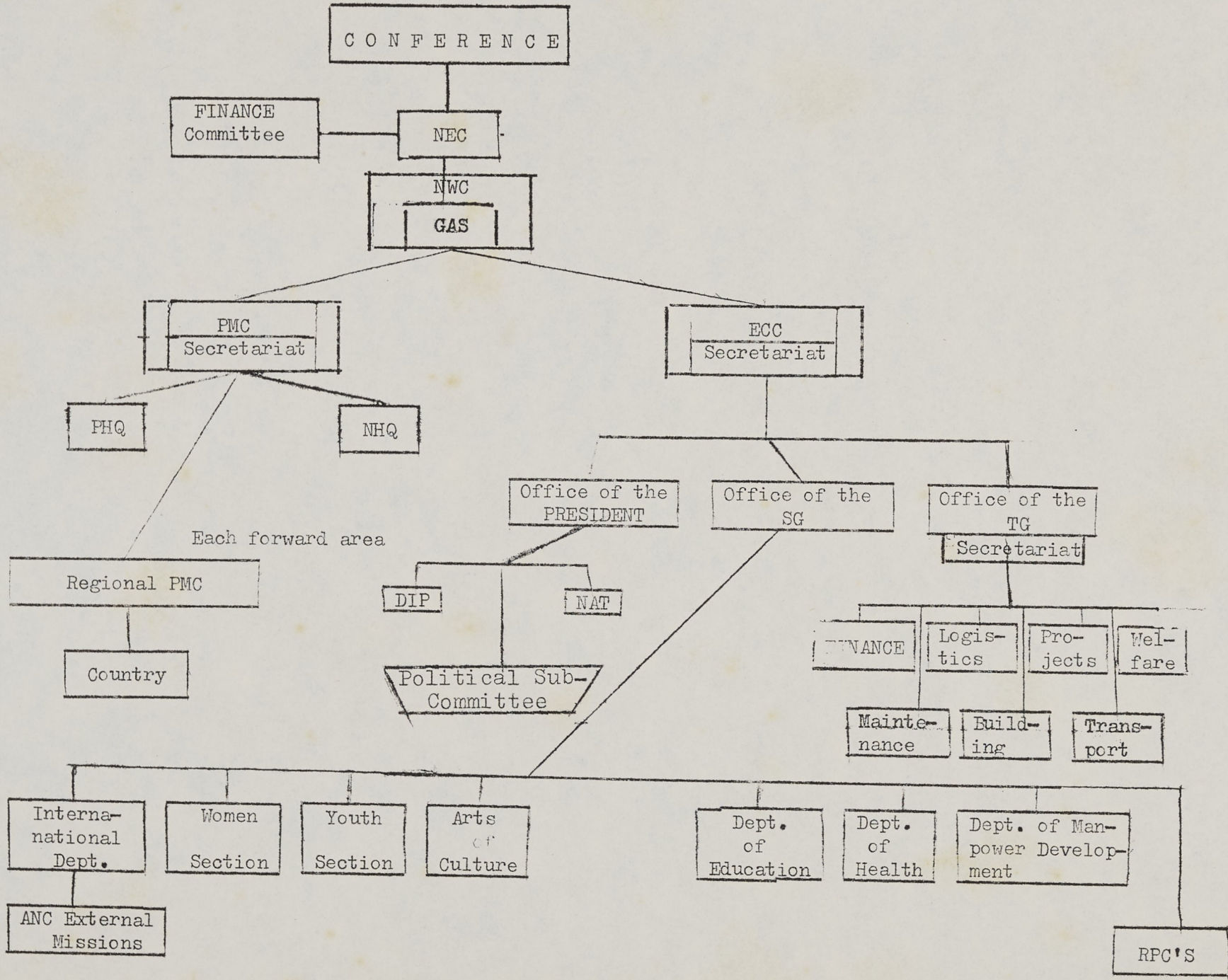
- Head -
Deputy Head -
Administrative Secretary -

13. Office of the Treasurer-General

- a) Comrade Treasurer-General -
b) Deputy Treasurer-General -
c) Administrative Secretary -

13.1 Departments falling under the Treasurer-General

- a) Finance -
b) Logistics -
c) Transport -
d) Welfare -
e) Projects -
f) Building construction and
maintenance -
g) Recording Secretary .. -
h) Mechanics -



NATIONAL CONFERENCE

NATIONAL EXECUTIVE COMMITTEE
~~NATIONAL WORKING COMMITTEE~~

Departmental Structure.

