

MINUTES OF THE PROTOCOL SUB-COMMITTEE MEETING HELD AT WORLD TRADE CENTRE ON 18 DECEMBER 1991 AT 15H00

Co-convenors: MB Myeni
 JL Mahlangu

Present: T Mabizela - ANC
 TH Khosa - XPP
 MI Menong - Bop Gvt
 MR Mzimela - IFP
 DK Padaiachey - NPP
 T Palan - Solidarity
 L Crewe-Brown - SA Gvt
 NS Mtsweni - IYP
 GL Matshaka - Transkei Gvt
 AM Mncwango - IFP
 S Singh - NIC /TIC
 MC Magagula - INM
 A Feinstein - CODESA Management
 T Fowler - SACP
 MM Taba - Ciskei Gvt
 P Naidoo - NIC /TIC
 DHM Gibson - DP
 MT Mudau - Venda Gvt

Apol: None

MINUTES:

1. Mr Feinstein reported that the following had been appointed as Protocol Officers:

Commonwealth: L Landers - Labour Party
 M Mzimela - IFP

United Nations: D Gibson - DP
 TH Khosa - XPP

EEC: S Sing - NIC/TIC
 F Harris - Bop

Namibia: M Taba - Ciskei

OAU: P Mashatile - SACP
 T Mabude - Transkei

VIPs: E Becker - SA Govt
 M Mphele - ANC

Runners: Chairman: T Palan - Solidarity
 Functionaries: MP Ngwenya

Airport: N Mtsweni - IYP
 M Sitati -

2. Mr Feinstein reported that a briefing for these Protocol Officers would be held at 17h00 on 18/12/91 (at the close of this meeting). The Steering Committee had instructed that this briefing cover five areas:
 - * History of CODESA
 - * Sensitive issues (such as non-participation of certain invitees)
 - * Actual duties / tasks
 - * Clothing requirements (in view of there being no clothing allowance)
 - * The fact that the Officers are, for the duration of the conference, representatives of CODESA and not of their own political parties
3. It was resolved that the Working Group of five, together with one co-convenor (J Mahlangu), would oversee the fieldwork of these Protocol Officers. The home telephone numbers of each member of the Working Group and the office number were to be given to the Officers.
4. Mr Feinstein sought a mandate to motivate a request to the Managing Secretariat for three extra places for Protocol Officers. It was resolved that this decision be delegated to the Working Group.
5. Mr Feinstein reported that the Steering Committee had requested a reduction in the numbers of the reception committees to be present on the tarmac at Jan Smuts Airport. It was resolved that the standard reception committee should consist of one CODESA representative, one of the Committee's co-convenors and one Protocol officer.
6. It was resolved that the Working Group be mandated to arrange entertainment for the international delegates at the Market Theatre on the night of Saturday 21 December 1991, and a township tour on the following day, provided that the Steering Committee (sitting concurrently) were to accept the previously submitted recommendation in this regard.
7. It was resolved that the Working Group be mandated to make a decision on the possible allocation of the final vacant VIP working office/suite, once the names of all attending VIPs have been submitted.
8. It was resolved to recommend to the Managing Secretariat that it obtain a room at each of the five designated hotels for use as an office, provided that it prove impractical to use the resident Protocol Officer's own room as such. However, every effort would be made to use the resident Protocol Officer's own room.

PLEASE NOTE: THIS WAS THE FINAL MEETING OF THE SUB-COMMITTEE.