



**REPORT OF THE EXECUTIVE COMMITTEE  
(EXCO)**

**TO THE 48<sup>TH</sup> PLENARY ASSEMBLY SESSION  
HOSTED VIRTUALLY BY THE NATIONAL  
ASSEMBLY OF THE DEMOCRATIC REPUBLIC  
OF CONGO ON 4<sup>TH</sup> AND 5<sup>TH</sup> DECEMBER 2020**

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PLENARY ASSEMBLY SESSION HOSTED VIRTUALLY BY THE NATIONAL  
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5<sup>TH</sup> DECEMBER 2020**

**PRESENT**

**SUBSTANTIVE MEMBERS**

- |                                                                                        |              |
|----------------------------------------------------------------------------------------|--------------|
| 1. Hon. Speaker Esperanca Laurinda Francisco Nhiuane Bias, SADC PF<br><i>President</i> | Mozambique   |
| 2. Hon. Senator Isaac Mmemo Magagula, SADC PF Vice President                           | Eswatini     |
| 3. Hon. Samuel Dalitso Kawale SADC PF Treasurer                                        | Malawi       |
| 4. Hon. Josefina Pitra Diakite                                                         | Angola       |
| 5. Hon. Boniface Balamange ( <i>proxy for Hon. Speaker Jeanine Mabunda</i> )           | DRC          |
| 6. Rt. Hon. Speaker Sephiri Enock Motanyane                                            | Lesotho      |
| 7. Hon. Speaker Professor Peter. H. Katjavivi (Ex-Officio)                             | Namibia      |
| 8. Hon. Speaker Thandi Modise                                                          | South Africa |
| 9. Hon. Dr. Sithumbeko Musokotwane                                                     | Zambia       |
| 10. Hon. Speaker Advocate Jacob Francis Mudenda                                        | Zimbabwe     |

**APOLOGIES**

- |                                                |           |
|------------------------------------------------|-----------|
| 1. Hon. Speaker Phandu Tombola Chaha Skelemani | Botswana  |
| 2. Hon. Speaker Jeanine Mabunda                | DRC       |
| 3. Hon. Ann-Marie Mbilambangu (Ex-Officio)     | DRC       |
| 4. Hon. Ashley Itoo                            | Mauritius |
| 5. Hon. Speaker Job Ndugai                     | Tanzania  |

**SECRETARY**

Ms. Boemo Sekgoma	Secretary General
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**IN ATTENDANCE**

Ms. Veronica Ribeiro	Angola
Ms. Yapoka Mungandi	SADC PF
Ms. Lorenda Boois	SADC PF
Mr. Unaro Mungendje	SADC PF
Ms. Agnes Lilungwe	SADC PF
Ms. Paulina Kanguatjivi	SADC PF
Mr Cleophas Gwakwara	Zimbabwe
Mr. Ndamuka Marimo	Zimbabwe

## **1. INTRODUCTION**

1.1 Article 9 (1) of the SADC PF Constitution provides that:

*There shall be an Executive Committee of the SADC Parliamentary Forum, which shall be responsible for the management of the affairs of the SADC Parliamentary Forum, giving direction to the Secretariat and ensuring that the decisions of the Plenary Assembly are implemented.*

1.2 Pursuant to its mandate, the Executive Committee (EXCO) of the SADC Parliamentary Forum (SADC PF) met virtually via the ZOOM video conferencing platform on 27<sup>th</sup> and 28<sup>th</sup> November 2020. The EXCO now presents its report containing its recommendations and resolutions to the 48<sup>th</sup> Plenary Assembly Session for noting, consideration and adoption as the case may be.

## **2.0 STATEMENT OF SOLIDARITY WITH MOZAMBIQUE IN THE WAKE OF TERRORIST ATTACKS**

The EXCO noted with concern the upsurge in terrorist activities across the globe and in the Cabo Delgado Province in Mozambique in particular. The EXCO condemned in the strongest possible terms the heinous killing of innocent civilians in Cabo Delgado by terrorist groups.

2.1 The EXCO appeals to the Plenary Assembly to stand in solidarity with the government and people of Mozambique and speak with one voice in condemning these nefarious terrorist activities.

## **3.0 UPDATE ON THE TRANSFORMATION OF THE FORUM INTO A SADC REGIONAL PARLIAMENT**

3.1 The EXCO invites the Plenary Assembly to express its profound gratitude to the Speaker of the National Assembly of Lesotho, Rt. Hon. Sephiri Enoch Motanyane, for facilitating the hugely successful meeting between the Lobby Team of Hon. Speakers and the Prime Minister of the Republic of Lesotho, Rt. Hon. Dr. Moeketsi Majoro, on Monday 9<sup>th</sup> November 2020. The EXCO is pleased to report that the Lobby Team was able to successfully elicit the interest of His Excellency, Rt. Hon. Dr. Moeketsi Majoro in the transformation agenda.

3.2 The EXCO further wishes to advise the Plenary Assembly that the consultant appointed by the SADC Secretariat to facilitate the review of the Transformation Agenda and Roadmap, Mr Kevin Deveaux, has produced a report that will be considered at the March 2021 SADC Council. The EXCO notes with satisfaction that, the Consultant's report endorses the phased approach towards transformation and further proposes a five-stage transformation process that addresses the evolution of the SADC Parliament in the foreseeable future. To this end, the EXCO calls upon all Member Parliaments to intensify lobbying

initiatives in pursuit of transformation ahead of the March 2021 SADC Council and the forthcoming August 2021 SADC Summit.

#### **4.0 ENHANCING SOUND CORPORATE GOVERNANCE**

4.1 The Executive Committee wishes to advise the Plenary Assembly that over the past two years the EXCO has been strengthening corporate governance within the institution in an endeavour to enhance accountability, efficiency and effectiveness at the level of the Secretariat and the entire institution. A comprehensive review of the Forum's systems and processes had indicated certain lacunas in codified policies that should guide the operations of the institution. Accordingly, the EXCO resolved to institute various policies and procedures that inculcate a culture of accountability, foster transparency and guarantee the sustainability of the Forum as a going concern. To this end, the EXCO has spearheaded the development and implementation of the following policies:

- a) The Risk Management Framework;
- b) The Performance Management System;
- c) The Whistleblowing Policy;
- d) The Sexual Harassment Policy;
- e) The Credit Card Policy;
- f) The Internship Policy;
- g) The Secondment Policy; and,
- h) The Oath of Adherence for SADC PF MPs which came into effect at the 48<sup>th</sup> Plenary Assembly of the Forum.

4.2 A detailed expose of the initiatives that the outgoing EXCO has taken to strengthen corporate governance in the institution is contained in the President's Legacy Report which will be handed over to the incoming EXCO. The matter is tabled to the Plenary Assembly for noting.

#### **5.0 RESOURCE MOBILISATION THROUGH WIDENING THE SCOPE OF MUTUALLY BENEFICIAL PARTNERSHIPS**

5.1 The Executive Committee is also pleased to advise the Plenary Assembly that during its two-year tenure, the Forum has achieved remarkable success not only in retaining its traditional partners, among them, the Swedish Government through SIDA, the SADC Secretariat, GIZ, NDI, UNDP, UNFPA, UNHCR, UNAIDS, UNESCO and UNICEF, but also in forging new mutually beneficial partnerships with organisations such as APHRC, Amnesty International, Safaids, IDEA, EPF, Plan International, AFRODAD, ARASA and PSA among others. The basket of funding and cooperation has grown and taken a very enriching trajectory. The partnerships have, indeed, proven to be mutually beneficial. A detailed report on the same and other achievements by the outgoing EXCO is contained in the President's Legacy Report. The matter is presented to the Plenary Assembly for noting.

## 6.0 UPDATE ON THE JOB EVALUATION EXERCISE

- 6.1 The 46<sup>th</sup> Plenary Assembly resolved and commissioned a Job Evaluation and Salary Review Exercise. The Preliminary Report of the Job Analysis, Design and Job Profiling was tabled and considered by the Executive Committee during its meeting of 27<sup>th</sup> and 28<sup>th</sup> November 2020.
- 6.2 The EXCO reiterates its appreciation to Hon. Speaker Thandi Modise for graciously volunteering technical experts from the Parliament of South Africa to conduct the Job Evaluation Exercise on behalf of the Forum.
- 6.3 The Plenary Assembly is invited to note the detailed Action Plan to guide the incoming EXCO in concluding the Job Evaluation Exercise. The matter is tabled to the Plenary Assembly for noting.

No	Work Activities	Due date
1	Draft - Analysis and Design proposal report submitted and presented to Stakeholders on the review of existing roles and structure to enable the current work of the SADC-PF:	Completed and presented to <ol style="list-style-type: none"> <li>1. Secretary General</li> <li>2. Tripartite Sub Committee (Legal, HR and Finance)</li> <li>3. EXCO</li> </ol>
2	Processing of all further inputs received from the above stakeholder presentations and determination of additional future positions/roles to enable the transformation of the SADC-PF to a SADC Parliament.	In Progress, will be concluded end December 2020
2	New proposed roles - job descriptions designed  Existing roles – job descriptions updated.	Completed  Completed
3	Job Description content reviewed and approved by Secretary General	Completed

4	Job Evaluation interview sessions of all full-time jobs (Existing and new proposed)	Completed
5	Job Evaluation Validation process and evaluation pack	In Progress to be concluded by (14 Dec 2020)
6	Remuneration and Benefits Structure Review Exercise.	In Progress to be concluded End Feb 2021
7	Full pack and presentation  1 <sup>st</sup> week of March	2 <sup>nd</sup> week of March 2021  1. Presentation to Sub Committees 2. Presentation to EXCO

## **7.0 SECONDMENT OF MEDIA EXPERT TO THE SADC PARLIAMENTARY FORUM**

7.1 The EXCO recalled the endorsement by the 47<sup>th</sup> Plenary Assembly of the proposal for national Parliaments to second staff to the Forum in order to plug the glaring human resource gaps while awaiting the conclusion of the Job Evaluation Exercise. The EXCO wishes to advise the Plenary Assembly that in addition to the nine (9) officers that had been seconded by national Parliaments to the Forum to assist with Standing Committees, the RWPC, the RPMLOC and the EXCO, the Parliament of South Africa has since seconded a media expert to the Forum. It is envisaged that the media expert will assist in enhancing the Forum's visibility in pursuit of transformation ahead of the definitive March 2021 SADC Council. The Plenary Assembly is invited to express its appreciation to the Parliament of South Africa for seconding the media expert at this critical time.

7.2 The EXCO reiterates its call to those Member Parliaments that are yet to second staff to the Forum to do so to ensure compliance with the geographical spread and thus foster a collegiate spirit among staff while promoting regional integration. The EXCO again invites the Plenary Assembly to express its appreciation to those Parliaments that have already seconded staff to the Forum.

## **8.0 UPDATE ON THE STRICT IMPLEMENTATION OF THE ROTATIONAL HOSTING ROSTER**

The EXCO commends National Parliaments for adhering to the Rotational Roster for the hosting of the Plenary Assembly sessions. In that regard, Botswana has committed to hosting the 49<sup>th</sup> Plenary Assembly which will be held virtually. The required hosting obligations have been duly communicated. Meanwhile, the 50<sup>th</sup> Plenary Assembly/ Golden Jubilee celebration will be hosted by either Madagascar or Lesotho. The EXCO invites the Plenary Assembly to note this positive development.

**9.0 CONFIRMATION OF THE NAMES AND CREDENTIALS OF THE INCOMING EXECUTIVE COMMITTEE MEMBERS AND NOMINATION OF THE TRANSITIONAL MEMBERS**

9.1 Pursuant to the provisions of Article 12 of the SADC PF Constitution, the EXCO had received nominations from National Parliaments to the incoming EXCO whose tenure would run from December 2020 to December 2022. All the nominees were in order with the exception of Lesotho and Botswana whose nominees did not comply with the gender requirement. That notwithstanding, the EXCO had endorsed the proposed nominees on the basis that the nominee from Botswana would be the only member of the incoming EXCO with a financial background while the member from Lesotho was the only delegate from Lesotho with the requisite institutional memory. To that end, the nominated candidates are as follows:

**NOMINATIONS FOR SADC PF EXECUTIVE COMMITTEE MEMBERSHIP  
FOR THE PERIOD 2020 TO 2022**

REF	PARLIAMENT/ COUNTRY	MEMBER (PRESIDING OFFICER/ NON-PRESIDING OFFICER)	GENDER	ACADEMIC QUALIFICATION
1.	Angola	Hon. Speaker Fernando da Piedade Dias dos Santos	Male	Bachelor's Degree in Law.
2.	Botswana	Hon. Polson Majaga	Male	Diploma in Accounting and Business Studies, Diploma in Marketing.
3.	DRC	Hon. Speaker Jeanine Mabunda Lioko	Female	Bachelor's Degree in Law (LLM) and a Degree in Economics.
4.	Eswatini	Hon. Speaker Petros Mavimbela	Male	<ul style="list-style-type: none"> <li>• Diploma in Human Resource Management,</li> <li>• Diploma in Civil Engineering – United Kingdom</li> <li>• Diploma in Construction Studies – Eswatini College of Technology</li> <li>• Certificate in Construction Studies - Eswatini College of Technology (City and Guilds – London</li> </ul>
5.	Lesotho	Hon. Tsēpang Tšita-Mosena	Female	Master of Science Degree in Development Management; Degree double Major in Computer Science and Physics.
6.	Madagascar	Hon. Dr. Fiarovana Lovanirina Celéstin Fianovana	Male	Medical Doctor and Master's Degree in Public and Community Health.
7.	Mauritius	Hon. Speaker Sooroojdev Phokeer	Male	Barrister-at-Law from the Honourable Society of Lincoln's Inn, London Holds several Post Graduate Diplomas in Law, Diplomacy and Management.
8.	Malawi	Rt. Hon. Speaker Catherine Gotani Hara	Female	Bachelor of Science Degrée (Political Science), Professional qualification in Project Planning



REF	PARLIAMENT/ COUNTRY	MEMBER (PRESIDING OFFICER/ NON-PRESIDING OFFICER)	GENDER	ACADEMIC QUALIFICATION
9.	Mozambique	Hon. Jeronima Agostinho	Female	Dégréé in Public Administration
10.	Namibia	Hon. Speaker Prof. Peter H. Katjavivi	Male	Doctor of Philosophy, (DPhil,) and MA, in Political Sociology
11.	Seychelles	Hon. Anne Rosie Bistoquet	Female	Diploma in General Nursing; and Diploma in Midwifery
12.	South Africa	Hon. Desmond Lawrence Moela	Male	B. Tech in Public Management, Certificate in Supply Chain Management
13.	Tanzania	Non-Presiding Officer	Female	To be advised in January 2021
14.	Zambia	The Right Hon. Mr. Justice Dr Patrick Matibini, SC, BA, FCI Arb, MP, Speaker of the National Assembly	Male	Dr of Laws (LLD), Master of Laws (LLB), Bachelor of Arts in Theology, Fellow of the Chartered Institute of Arbitrators (FCIrb) State Counsel and former HJudge of the High Court.
15.	Zimbabwe	Hon. Dought Ndiweni	Male	Bachelor of Pharmacy (Hons)
16.	RWPC Chairperson	Hon. Ann-Marie Mbilambangu (Ex-Officio)	Female	Master's Degree in Political and Administrative Sciences,

10.2 The EXCO presents the proposed nominees to the incoming EXCO, for the period December 2020 to December 2022, for noting.

### 10.3 TRANSITIONAL MEMBERS

10.3.1 The Plenary Assembly is invited to note that Section 12(3) of the SADC PF Constitution provides that:

*“Members of Executive Committee shall hold office for a term of two years and shall retire by rotation: Provided that the former Treasurer, two presiding officers and two ordinary members, to be nominated by the Executive Committee, shall for transitional purposes, continue to hold office for a further period of one year as ex officio members with full deliberative but no voting rights.”*

10.3.2 Accordingly, in addition to the Treasurer, Hon. Samuel Kawale, the EXCO was enjoined by the above constitutional provision to nominate two Presiding Officers and two Ordinary Members to continue to hold office for a further one-year period in the incoming EXCO. In considering the transitional Members to be nominated to the incoming EXCO, the EXCO considered, among other things, the issues that are still before the incoming EXCO, including but not limited to,

- i. The need for heightened lobbying for Transformation ahead of the March 2021 SADC Council;
- ii. Human resource issues, including the review of the remuneration framework, finalization of the Job Evaluation exercise and the alignment of contracts of employment of local staff;
- iii. The Forum’s finances in the wake of cost management measures vis a vis the Job Evaluation exercise, among other things; and,
- iv. Legal issues before the Forum, such as the establishment of the Trust Fund as a mechanism to mobilise additional resources.

10.3.3 In that regard, the EXCO nominated the following Members to serve as transitional members in the incoming EXCO:

17.	Mozambique	Hon. Speaker Esperanca Laurinda Francisco Nhiuane Bias <i>(Institutional Memory)</i>	Female	Graduate in Economics from Eduardo Mondlane University.
18.	Zimbabwe	Hon. Speaker Adv. Jacob Francis Nzwidamilimo Mudenda. <i>(Institutional Memory)</i>	Male	Registered Advocate with the High Court of Zimbabwe, Bachelor of Arts Degree from the University of South Africa, Honours Bachelor of Laws Degree and Master’s Law Degree from the University of Zimbabwe; Post Graduate

				Diploma in Labour Law from the University of Zimbabwe.
19.	Malawi	Hon. Samuel Dalitso Kawale <i>(Institutional Memory)</i>	Male	Bachelor of Arts Degree. in Biblical Studies and Communications; Attended an Africa Leadership Institute for Community Transformation (ALICT, now known as ITL) and specialized in Job Creation, Executive MBA with ESAMI.
20.	Eswatini	Hon. Isaac Mmemo Magagula <i>(Institutional Memory)</i>	Male	Master's Degree in Business Administration (MBA) (MANCOSA Institute), Diploma in Law (University of Lesotho, Botswana and Swaziland – 1974), Diploma in Business Studies and Accounting (University of Swaziland – 1977)
21.	Angola	Hon. Josefina Petra Diakite <i>(Institutional Memory)</i>	Female	Bachelor's Degree in Law

10.3.4 The matter is tabled to the Plenary Assembly for noting.

## 11.0 RECONSTITUTION OF LOBBY TEAM OF HON. SPEAKERS

11.1 The EXCO noted the need to formally reconstitute the Lobby Team of Hon. Speakers following the departure of some Members of the team. To that end, the EXCO formally endorsed the incorporation of Hon. Speaker Thandi Modise into the Lobby Team to replace her predecessor, Hon. Speaker Baleka Mbete. Accordingly, the fully constituted Lobby Team of Hon. Speakers comprises the following:

- i. Hon. Speaker Esperanca Francisco Laurinda Nhiane Bias, Mozambique (Chairperson).
- ii. Hon. Speaker Fernando da Piedade Dias Dos Santos, Angola.
- iii. Hon. Speaker Professor Peter H. Katjavivi, Namibia.
- iv. Hon. Speaker Thandi Modise, South Africa.
- v. Hon. Speaker Justice Dr. Patrick Matibini SC, Zambia.
- vi. Hon. Speaker Advocate Jacob Francis Nzwidamilimo Mudenda, Zimbabwe.

11.2 The Lobby Team of Hon. Speakers is presented to the Plenary Assembly for noting. The Plenary Assembly is also invited to acknowledge and express its appreciation to the Lobby Team for resuscitating the lobbying initiatives in pursuit of transformation ahead of the March 2021 SADC Council. It is envisaged that the Hon. Speakers of Botswana, Mauritius and Tanzania will be able to facilitate meetings

with their respective Heads of State prior to the March 2021 SADC Council and the August 2021 SADC Summit.

**12.0 APPRECIATION TO THE NATIONAL ASSEMBLY OF DRC FOR THE HOSTING OF THE 48TH PLENARY ASSEMBLY VIRTUAL SESSION**

12.1 The EXCO invites the Plenary Assembly to extend its profound appreciation to the National Assembly of the DRC, through Hon. Speaker Jeanine Mabunda, for hosting the 48<sup>th</sup> Plenary Assembly session. Hon. Speaker Mabunda is also kindly requested to convey the Forum's appreciation to His Excellency, the Prime Minister of the DRC, Hon. Sylvester Llunga Llukamba, for officially opening the 48<sup>th</sup> Plenary Assembly virtual session.

12.0 The EXCO also wishes to express its sincere gratitude to the Plenary Assembly and the Secretariat for the support rendered to it during its two-year tenure without which it would not have been able to advance the objectives of the SADC PF.

12.1 Madam President, I beg to move.

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**Hon. Isaac Mmemo Magagula  
VICE-PRESIDENT**

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**DATE**

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**Ms Boemo Sekgoma  
SECRETARY GENERAL**

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**DATE**