



**MINUTES OF THE INAUGURAL EXECUTIVE COMMITTEE MEETING HELD  
ON 30<sup>TH</sup> APRIL 2025 AT WINDHOEK COUNTRY CLUB RESORT AND  
CASINO HOTEL, WINDHOEK, NAMIBIA**

**CREDENTIALS**

**SPEAKERS OF PARLIAMENT AND SADC PF VICE PRESIDENT**

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| 1. Rt Hon. Speaker TOKELY Justin, SADC PF <i>President</i>   | Madagascar   |
| 2. Hon. Sylvia Elizabeth Lucas, SADC PF <i>Vice President</i>  | South Africa |
| 3. Hon. Speaker Carolina Cerqueira   | Angola       |
| 4. Prof. Isaac Jean-Claude TSHILUMBAYI MUSAWU, <i>1<sup>st</sup> Deputy<br/>Speaker of the National Assembly</i> | DRC          |
| 5. Hon. Speaker Saara Kuugongelwa-Amadhila   | Namibia      |
| 6. Rt. Hon. Speaker Nelly Butete Kashumba Mutti, <i>SC, MP, FAPRA</i>  | Zambia       |

**Institutional Memory Speakers (untill December 2025)**

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| 7. Rt. Hon Speaker Tlohang Sekhamane                    | Lesotho  |
| 8. Hon. Speaker Adv. Jacob Francis Nzwidamilimo Mudenda | Zimbabwe |

**MPS**

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| 9. Hon Dr Pinkie Rosemary Manamolela, SADC PF Treasurer  | Lesotho    |
| 10. Hon. Dumelang Saleshando, MP   | Botswana   |
| 11. Sen. Isaac Mmemo Magagula, MP <i>Institutional Memory Members untill<br/>December 2025 and proxy for Speaker Jabulani Mabuza</i> | Eswatini   |
| 12. Hon. Raimundo Maico Diomba, MP   | Mozambique |
| 13. Hon Richard Labrosse, MP   | Seychelles |
| 14. Hon Maybe Mbowe, MP  | Zimbabwe   |
| 15. Hon. Shally Raymond, <i>RWPC Chairperson - ex-officio</i>  | Tanzania   |

**OBSERVERS**

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| 16. Hon Pedro Sebastiao, MP  | Angola  |
| 17. Hon. Domingos Mussokola, MP Member of the Audit and Risk Committee       | Angola  |
| 18. Hon. Faustin KAZITERIKO KENDA, MP Member of the Audit and Risk Committee | DRC     |
| 19. Hon. Daïda ANONGO MOLEKA MP  | DRC     |
| 20. Hon. Donatien KAMWANGA MULOKO, MP  | DRC     |
| 21. Hon. Berthos KABEY DIYAL, MP   | DRC     |
| 22. Hon Phillipus Wido Katamelu, <i>Deputy Speaker</i>                       | Namibia |

## **ABSENT WITH APOLOGY**

1. Rt. Hon. Speaker Catherine Gotani Hara Malawi
2. Hon Speaker Jabulani Mabuza Eswatini
3. Hon. Speaker Shirin Aumeeruddy-Cziffra Mauritius
4. Hon. Hawa Subira Mwaifunga, MP Tanzania

## **SECRETARY**

1. Ms Boemo Sekgoma, Secretary General SADC PF

## **IN ATTENDANCE**

1. Ms Verónica Andrade Ribeiro Angola
2. Benvindo dos Santos Correia Angola
3. Ms Isabel Manuela Gomes Maiato Bernardo Angola
4. Mr Luciano José Americano Angola
5. Mr Salvador José Quicolo Angola
6. Mr Alexandre Mulenga Leitão Angola
7. Ms Marlene de Fátima Cruz Angola
8. Mr Filimou Bartolomeu Nandjungu Angola
9. Ms Liliana Pereira Angola
10. Mr Mompoloki Mosheti Botswana
11. Mr. Ance DAGIMA ALAKANDENDE, Security to the Dep. Speaker DRC
12. Mr. Prince MUTANGA BUNDENDE, Assistant to the Dep. Speaker DRC
13. Mr. Emmanuel ISUMABO ADOBENGA, Secretary to KAZITERIKO KENDA Faustin DRC
14. Mr. Lievin MBUTA MUYUMBA, Chargé d' Affaires DRC Embassy
15. Mr. Roger MAYIMONA KUYA, Assistant to the Ambassador DRC Embassy
16. Mrs Elysee NSOMBE, First Counsellor DRC Embassy
17. Dr Jabulile Malaza Eswatini
18. Mr Simon Fusi Libete Lesotho
19. Mr Calvin RANDRIAMAHAFANJARY, Secretary General Madagascar
20. Ms Liva Norohandnta Harinoelina Raharison Madagascar
21. Mr Louis Dava Mozambique
22. Mr Oscar Muyatwa, Acting Secretary to the National Assembly Namibia
23. Ms Elizabeth Assamany (*Speaker's Office*) Namibia
24. Ms Michela Pakarae (*Speaker's Office*) Namibia
25. Ms Ester Johannes (*Speaker's Office*) Namibia
26. Mr Protasius Nghileendele (*SADC PF Liaison Officer*) Namibia
27. Mr Sackeus Kadhikwa (*PRO*) Namibia
28. Ms Betty Peter Zulu Zambia
29. Mr. Chilumbu Sage Samuwika Zambia
30. Ms Caroline Mweemba Silenga Zambia
31. Mr. Temwa Sunday Nyirenda Zambia
32. Mr. Frank Mike Nyamahowa Zimbabwe
33. Dr. Cleophas Gwakwara Zimbabwe
34. Ms Martha Mushandinga Zimbabwe
35. Dr. Clive Zvimekria Mukushwa Zimbabwe
36. Mr. Abraham Marangarire Zimbabwe
37. Mr. Brighton Madongorere Zimbabwe

38. Mrs. Yapoka N Mungandi	SADC PF
39. Mr. Joseph Manzi	SADC PF
40. Mr. Sheuneni Kurasha	SADC PF
41. Ms Rachel Mundilo	SADC PF
42. Ms Masenate Molapo	SADC PF
43. Mr. Samuel Bokosi	SADC PF
44. Dr Moses Magadza	SADC PF
45. Ms Samueline Kauvee	SADC PF
46. Ms Agnes M Lilungwe	SADC PF
47. Mr. Unaro Mungendje	SADC PF
48. Mr. Ronald Windwaai	SADC PF

### **Protocol staff**

49. Ms Emeritha Mofuka	Namibia
50. Ms Frankhilde T. Endjala ( <i>Protocol</i> )	Namibia
51. Ms Agnes Mukono ( <i>Protocol</i> )	Namibia

### **AGENDA**

1. Credentials of Delegates and Apologies
2. Adoption of the Agenda
3. Opening Remarks, by the Chairperson of the Executive Committee - Rt Hon Speaker Justin TOKELY, President of the SADC-PF.
4. Consideration and Approval of Minutes and Matters Arising from the hybrid Executive Committee (EXCO) Meeting held on 23<sup>rd</sup> and 24<sup>th</sup> November 2024 at the Maslow Hotel, Sandton, Johannesburg, South Africa.
5. Presentation of the Report of the President/Chairperson to the Executive Committee – by Rt Hon Speaker Justin TOKELY, President of the SADC-PF for the period December 2024, to April, 2025.
6. Consideration and Approval of the Secretary General’s Report on Financial Matters:
  - A. Paper 1: Management Accounts for the period 1<sup>st</sup> April 2024 to 31<sup>st</sup> March 2025.
  - B. Paper 2: Audited Financial Statements, for the period 1<sup>st</sup> April 2023 to year ended 31<sup>st</sup> March 2024.
7. Consideration and ratification of the Terms of Reference for the Resource Mobilisation Sub-Committee for the approval of EXCO.
8. Consideration of the Report of the Parliamentary Business Sub-Committee Meeting held on 17<sup>th</sup> April 2025 on preparations for the 57<sup>th</sup> Plenary Assembly, Presented by, Hon Sylvia Elizabeth Lucas, the Vice President of SADC PF.
9. Consideration of the Report on decisions of the 295<sup>th</sup> Session of the Executive Committee of the 150<sup>th</sup> Assembly of the Inter-Parliamentary Assembly held on 3<sup>rd</sup> and 4<sup>th</sup> April, 2025 in Tashkent, Uzbekistan by the Rt Hon Ms Nelly Butete Kashumba Mutti, SC, MP, FAPRA, Speaker of the National Assembly of Zambia and representative of the SADC Group to the IPU Executive Committee.
10. Briefing by Hon Thokozile A. Didiza, Speaker of the Parliament of South Africa, on South Africa’s G20 Presidency since 1<sup>st</sup> December 2024 and hosting of the 19<sup>th</sup> G20 Leaders’ Summit and the 11<sup>th</sup> G20 Parliamentary Speaker’s Summit (P20) in Cape Town from 1<sup>st</sup> to 3<sup>rd</sup> October 2025.

11. Consideration of a proposal on a motion by Hon Speaker Jacob Francis Nzwidamilimo Mudenda to constitute “Speaker Emeritus” who would be accorded the opportunity to attend SADC PF Assembly meetings as ex-officio members.
12. Any Other Business.
  - 12.1 Retirement Gift from the Forum to the immediate outgoing Speaker of the National Assembly of Namibia.
13. Closing Remarks by the Chairperson of the Executive Committee - Rt Hon Speaker Justin TOKELY, President of the SADC-PF.

The meeting was called to order at 09:39 hours on Wednesday 30<sup>th</sup> April 2025.

## **1.0 CREDENTIALS OF DELEGATES**

The Secretary General presented the credentials of delegates and noted that ten (10) out of the fifteen (15) Member Parliaments were represented at the meeting. EXCO, therefore, constituted a quorum and proceeded to transact business.

## **2.0 APPROVAL OF THE AGENDA**

- 2.1 Following a request by Hon. Speaker Adv. Jacob Francis Nzwidamilimo Mudenda, an additional item under Any Other Business, namely, the presentation of a gift to the former Speaker of the National Assembly of Namibia, Hon. Prof. Peter Hitjitevi Katjavivi, was included as item 3.
- 2.2 On a motion by Rt. Hon. Speaker, Tlhohang Sekhamane, seconded by Rt. Hon. Speaker Nelly Butete Kashumba Mutti, the agenda was adopted with inclusion of new item 12.1.

## **3.0 WELCOME REMARKS BY THE PRESIDENT OF SADC PF, HON. SPEAKER JUSTIN TOKELY**

- 3.1 The SADC PF President, Hon. Justin Tokely, welcomed Members to the Inaugural Orientation Session of the new Executive Committee (EXCO). He extended congratulations to Members elected during the 56<sup>th</sup> Plenary Assembly held in Livingstone, Zambia, in December 2024, and expressed appreciation to the Host Speaker, Hon. Saara Kuugongelwa-Amadhila, for facilitating the session and providing generous support.
- 3.2 Hon. Tokely highlighted the significance of holding the first EXCO session in Windhoek, the seat of the Forum's Headquarters and a historic centre for regional parliamentary cooperation. He acknowledged the contributions of the Parliament of Namibia and past Forum leadership in positioning the SADC PF for its imminent transformation into a regional Parliament.
- 3.3 The President described the orientation as a key opportunity to equip Members with the knowledge and tools to effectively execute their roles. He underscored that the session was designed to familiarise Members with the institutional role of EXCO within the Forum's governance structure, as well as the Forum's broader strategic objectives and operational priorities.

3.4 The programme included engagements with Secretariat staff and resource persons on topics such as corporate governance and regional policy challenges, aiming to build EXCO's collective capacity for strategic and informed decision-making. Hon. Tokely encouraged Members to reflect on their mandate and responsibilities over their two-year term.

3.5 In closing, the President reiterated the importance of aligning the EXCO's work with the Forum's Strategic Plan (2024 to 2028), and the Roadmap issued in January 2025, which outlines priority focus areas. He reaffirmed the Forum's commitment to the rule of law and human rights and called for strong cooperation and commitment from Members throughout their term.

#### **4.0 CONSIDERATION AND APPROVAL OF MINUTES, AND MATTERS ARISING FROM THE MINUTES OF THE EXECUTIVE COMMITTEE MEETING HELD ON 23<sup>RD</sup> AND 24<sup>TH</sup> NOVEMBER 2024 IN JOHANNESBURG**

4.1 The Minutes of the EXCO held on 23<sup>rd</sup> and 24<sup>th</sup> November 2024 were adopted on a motion moved by the Rt. Hon. Mutti and seconded by Hon. Raymond, subject to the following amendment:

- Under Item 5, the reference to "Hon Speaker Tlohang Sekhamane" shall be corrected to read "Rt. Hon. Speaker Tlohang Sekhamane".

#### **5.0 MATTERS ARISING/ ACTION TAKEN REPORT**

EXCO received updates on actions taken by the Secretariat pursuant to the previous resolutions of the Executive Committee, as detailed in the Action Taken Matrix attached as Appendix 1. The following matters were clarified:

##### **5.1 The Case of Differentiated Member Contributions by Seychelles**

5.1.1 EXCO was informed that a population-based formula had previously been used to determine Seychelles' financial contribution to the Forum. It was noted that this issue was open for discussion with Seychelles, with the aim of revisiting the current contribution arrangement.

5.1.2 At that time, the SADC PF President, who was the Speaker of the National Assembly of Seychelles, stated that Seychelles did not propose the formula as a precondition or basis for its membership in the SADC PF, and that internal consultations within the country were needed to change the *status quo*, if necessary.

5.1.3 It was, therefore, agreed that further discussion was required before EXCO could decide on the matter.

##### **5.2 Admission of the Republic of Comoros to the SADC PF**

5.2.1 EXCO was informed that, at the previous meeting, Seychelles had reported that the Comoros was suspended from SADC due to inability to fulfil financial obligations, particularly with regard to subscriptions. As a result, Comoros

had expressed hesitance to join another regional organisation while being unable to meet its commitments to SADC.

- 5.2.2 However, discussions were ongoing through the Hon. Speaker of Seychelles, who continued to serve as the appointed intermediary between the SADC PF and Comoros. It was further recalled that a proposal, led by Angola, had been made for the Forum to consider offering Comoros a reduced membership contribution.
- 5.2.3 Members acknowledged that while equal contributions were the norm, circumstances may justify differentiated arrangements in the interest of broader regional inclusion.
- 5.2.4 EXCO agreed that this matter required careful consideration and prudent judgment to ensure both financial viability and bloc consolidation.

### **5.3 Operationalisation of the SADC PF Trust and its Successors**

- 5.3.1 EXCO was informed that the Parliament of Namibia had deposited seed funding for the Trust, and the Trust account was operational. The Trustees held their inaugural meeting in Johannesburg.
- 5.3.2 A legal practitioner had been engaged to support the Trust, with the understanding that remuneration would be deferred until the Trust convened and had adequate funds. This interim arrangement remains in place.
- 5.3.3 At the previous meeting, a work plan was developed. However, due to the Chairperson Hon. Speaker Katjavivi's conclusion of duty, the Trust had not convened again since. It was proposed that, given the presence of most Trustees at this EXCO meeting, an opportunity may be seized to convene a follow-up meeting.
- 5.3.4 EXCO further noted that the issue of authorised signatories had been resolved, with all signatories confirmed and a majority based in Namibia, thereby facilitating smooth administrative and financial operations of the Trust.

### **5.4 Secondment of Staff to strengthen the Secretariat's implementation capacity and further enhance the overall capacity of the SADC Parliament**

- 5.4.1 Clarification was sought on the specific staff positions that the member Parliaments should consider for secondment with full funding of seconding Parliaments to the SADC PF.
- 5.4.2 The Director of Finance and Corporate Services was tasked with preparing a needs analysis to inform and guide Member Parliaments in decision-making.
- 5.4.3 The Secretary General indicated that such a list had previously been developed and circulated to Member Parliaments. However, only Zambia and

Zimbabwe have consistently seconded staff to the Forum, which may inadvertently create a perception of dominance by those two countries.

5.4.4 The Secretary General, therefore, appealed to EXCO to endorse and accept secondments from any Parliament that was willing and able to contribute staff to the Forum.

5.4.5 EXCO resolved to appeal to Member Parliaments to support the secondment of staff to strengthen the Secretariat's implementation capacity and further enhance the overall capacity of the SADC Parliament.

## **5.5 Sale of 66 Erosweg Property**

5.5.1 It was recalled that EXCO had previously resolved that the house must be disposed of to the highest bidder, even if this meant accepting an amount below the valuation price of N\$2.9 million. In line with this decision, and in accordance with Clause 13.2.3(b) of the Forum's Accounting and Procedures Manual, the Secretariat offered the property to the institution's staff and received a highest bid of N\$2,100,053.00. Subsequently, approval was sought from EXCO members via circulation on 17<sup>th</sup> January 2025. However, due to an insufficient number of responses from Member Parliaments, the matter was tabled for discussion at this meeting.

5.5.2 During the discussion, EXCO acknowledged the Secretariat's cautious approach, which was guided by principles of prudence and fiduciary responsibility to ensure that financial transactions, including property sales, are conducted transparently, lawfully, and in the best interests of the Forum and its Member Parliaments.

5.5.3 EXCO affirmed that, at this stage, no further approval was required and that the sale can be validly proceeded with.

5.5.4 EXCO, therefore, authorised and instructed the Secretariat to proceed with the disposal of the property based on the highest bid received, without any further delay.

## **6.0 CONSIDERATION OF THE PRESIDENT'S REPORT TO THE EXECUTIVE COMMITTEE BY THE PRESIDENT OF THE SADC PF AND CHAIRPERSON OF THE EXECUTIVE COMMITTEE, HON SPEAKER JUSTIN TOKELY**

The EXCO received the President's Report for the period December 2024, which is attached as Appendix 2. The following deliberations ensued:

### **6.1 Global Economic Trends and Implications for SADC Parliamentary Action**

6.1.1 EXCO took note of ongoing global economic instability as highlighted in the IMF's January 2025 *World Economic Outlook*, including persistent inflation, uncertain growth, and escalating trade wars.

6.1.2 While intra-African trade remained limited, the SADC region was vulnerable to global disruptions. These trends underscored the need for policy learning

and strengthened regional economic integration to safeguard vulnerable populations and promote sustainable domestic consumption.

6.1.3 In this regard, EXCO reiterated the need for Parliamentarians of the region to support synergies between the SADC Free Trade Area and the African Continental Free Trade Area (AfCFTA), aiming to reduce dependence on external markets and improve the affordability of essential goods.

6.1.4 Accordingly, EXCO resolved that country reports be submitted to the Plenary Assembly detailing the impact of abrupt tariffs on national economies, including effects on inflation, purchasing power, and economic growth, to enable the Plenary Assembly to assess the situation and propose appropriate remedial measures. Furthermore, the TIFI Committee was tasked with monitoring these global developments and recommending appropriate parliamentary responses.

## **6.2 Approval of the Theme for the 57<sup>th</sup> Plenary Assembly Session of the SADC-PF**

In light of the rapid advancement of Artificial Intelligence (AI) across social and economic spheres, EXCO approved the theme for the 57<sup>th</sup> Plenary Assembly Session: *“Harnessing Artificial Intelligence (AI) for Effective and Efficient Parliamentary Processes in the SADC Region: Experiences, Challenges and Opportunities.”*

## **6.3 Ripple Effects of Peace and Security Transgressions Worldwide Influencing Diplomatic Ties Near the SADC Region**

6.3.1 EXCO observed the global concerns about peace and security, which tend to create divisive factions across the African continent, with countries increasingly being asked to take sides, for instance, in the Israel-Palestine conflict, the Ukraine-Russia war, or the tariff disputes between trading partners.

6.3.2 EXCO recalled that at the recent 150<sup>th</sup> Inter-Parliamentary Union (IPU) Assembly in Tashkent, Uzbekistan, held from 5<sup>th</sup> to 8<sup>th</sup> April 2025, the Arab bloc had collaborated with the Africa geopolitical group on an emergency agenda item concerning the ending of armed conflicts. However, due to vote divisions and the absence of consensus from the Assembly, the emergency item was unsuccessful.

6.3.3 In addition, EXCO noted that closer to the SADC borders, the Republic of Maldives announced a travel ban on Israeli nationals on April 16, 2025, in solidarity with the Palestinian people, highlighting the diplomatic divides that can arise between states amid international conflicts.

6.3.4 Accordingly, EXCO reaffirmed the importance of SADC Member Parliaments maintaining diplomacy, seeking peaceful solutions, and respecting human rights. EXCO also emphasised the importance of adhering to current international law, particularly treaties on human rights and the free movement of people across borders through regular travel, regardless of varying foreign policies.

6.3.5 Similarly, EXCO underscored the importance of building an investment case for the Forum and national parliaments to strengthen their capacity in conflict resolution and peacebuilding. This need became evident during the Arab-Africa engagement on the Emergency Item. Capacity building will be increasingly valuable in enabling MPs to serve as advocates for peace, especially in situations where governments may be inclined to take sides.

#### **6.4 Forward-Looking Strategies for Advancing Regional Integration and the Progressive Realisation of a SADC Parliament**

6.4.1 EXCO noted significant progress on the transformation of SADC PF into a SADC Parliament, with 14 of 15 Member States having adopted policy decisions to sign the Agreement amending the SADC Treaty.

6.4.2 This includes Botswana, which signed the Agreement on 26th March 2025 in Gaborone, under the hand of H.E. Hon. Duma Gideon Boko, President of Botswana. EXCO welcomed Madagascar's policy approval to sign, with the official signing expected during the 45<sup>th</sup> SADC Summit of Heads of State and Government, scheduled for 17<sup>th</sup> to 18<sup>th</sup> August 2025 in Madagascar.

6.4.3 Mauritius remained the only Member State yet to sign, following recent elections and a change in government. A formal request for a lobby mission, led by Hon. Speaker Adv. Mudenda, Chairperson of the Lobby Group, was submitted on 7<sup>th</sup> April 2025 to request clarity over the policy position of Mauritius with regards to signature of the Agreement Amending the SADC Treaty to Establish the SADC Parliament. The mission sought to engage the Hon. Speaker of the National Assembly, the Minister of Foreign Affairs, and the Rt. Hon. Prime Minister to advocate for the signature. A response was pending when EXCO met.

6.4.4 EXCO expressed confidence in collective progress towards establishing the SADC Parliament. The remaining step was for signatory states to review and comment on the draft Protocol circulated by the SADC Secretariat, with the final version to be tabled at the 45<sup>th</sup> or 46<sup>th</sup> SADC Summit.

6.4.5 EXCO reaffirmed its support for the lobby efforts led by Hon. Speaker Adv. Mudenda and endorsed the immediate undertaking of a high-level mission to Mauritius.

6.4.6 EXCO further resolved to integrate the phased transformation process into all future strategic and operational plans, with each stage guided by performance, aligned with the SADC context, and independently reviewed to evaluate the implementation of the mandate, identify challenges or added value, consider shifts in regional priorities, and assess the cost-benefit of progressing to the next institutional phase.

6.4.7 EXCO reaffirmed that such reviews would follow the approved Transformation Roadmap to ensure a strategic, evidence-based evolution aligned with SADC's integration goals.

## **6.5 Supportive Workforce to Usher in the New Parliament: Rewiring the SADC Parliamentary Forum Secretariat to Redesign Workflows, Build a Resilient Workplace Culture and Address Capacity Constraints**

- 6.5.1 EXCO observed that the Secretariat continued to face staffing shortages, especially in supporting its Programmes and Committees.
- 6.5.2 Accordingly, EXCO reaffirmed the Secretary General's flexibility to re-allocate all working staff through mutual consent and emphasised increasing efforts to recruit seconded staff from national Parliaments to fill vacant positions that could not be staffed due to financial constraints.
- 6.5.3 Regarding staff capacity, EXCO noted that a full-time Monitoring and Evaluation Officer would be hired under the SRHR Project to evaluate and report on its results framework.
- 6.5.4 Following the departure of Ms Rachel Mundilo, Programme Manager of the Food, Agriculture, Natural Resources and Climate Action, from the employ of SADC PF 31<sup>st</sup> May 2025, EXCO approved the recruitment through a fast-track process, for both the M&E Officer and a new Programme Manager for the FANRCA and HSDSP portfolios, to ensure these positions were filled in time for the conclusion of the SRHR Project on 31<sup>st</sup> October 2026.
- 6.5.5 EXCO noted that a staff retreat took place from 24<sup>th</sup> and 25<sup>th</sup> March 2025, in Manong, Botswana, aimed at fostering self-reflection, awareness, and enhancing staff performance while engaging with the SRHR Project (2023-2026).
- 6.5.6 EXCO commended the Parliament of South Africa for seconding experts in change management, human resources, and performance strategies, who facilitated the retreat and successfully motivated staff to create flexible job descriptions.
- 6.5.7 EXCO further noted that the retreat also contributed towards positioning the SADC PF as a leader in its legal normative content globally, supporting the advancement of SRHR and human rights.
- 6.5.8 EXCO also noted that the Forum was moving forward with the arbitration process regarding Mr. Lovemore Mabuku, a former Office Assistant at the Forum, which was scheduled for 2<sup>nd</sup> to 3<sup>rd</sup> June 2025, at the Office of the Labour Commissioner of Namibia.
- 6.5.9 The EXCO further noted the confidential nature of the arbitration process, thus limiting the Secretariat's ability to disclose proceedings. However, the Secretariat would keep EXCO well informed of the outcome.

## **6.6 Successful Resource Mobilisation: EUR 1.4 million Project Grant Secured From GIZ**

- 6.6.1 EXCO welcomed the successful mobilisation of €1.4 million by the Secretariat through joint funding by the Austrian Development Agency

(ADA), the German Federal Ministry for Economic Cooperation and Development (BMZ), and the European Union (EU), for which a Financing Agreement was being finalised.

- 6.6.2 EXCO noted that the two-year funding (June 2025 to May 2027) would support the project “*Enhancing Accountability and Citizens’ Participation in Regional Integration through Regional Parliament*,” aimed at strengthening democratic governance, gender equality, women’s empowerment, and regional integration through enhanced parliamentary engagement.
- 6.6.3 EXCO further noted that the grant would support a Monitoring, Evaluation and Learning (MEL) function and Finance and Administrative support within the existing Corporate and Finance Department, strengthening the Forum’s capacity to implement its 2024–2028 Strategic Plan and contribute to SADC frameworks, including the RISDP (2020–2030).
- 6.6.4 EXCO also noted that expected outputs include development of the Model Law on Constitutionalism and Rule of Law, inclusive participation and accountability activities, and increased regional visibility of the Forum.
- 6.6.5 EXCO directed the Secretariat to proceed with full implementation upon signature of the Agreement and acknowledged the project as a timely boost to public hearings and citizen participation efforts.

## **6.7 Adoption And Amendments**

- 6.7.1 The EXCO adopted the president’s report, having proposed that point 15.1 be amended from “will supplement” to read “will complement the work of”.

## **7.0 CONSIDERATION AND APPROVAL OF THE SECRETARY GENERAL’S REPORT ON FINANCIAL MATTERS (PAPERS 1&2)**

- 7.1 Exco received the Secretary General’s Report on Financial Matters, and this is attached as Appendices 3 and 4. The reports were duly adopted by EXCO.

## **8.0 CONSIDERATION FOR ADOPTION BY EXCO, OF THE TERMS OF REFERENCE OF THE RESOURCE MOBILISATION COMMITTEE**

- 8.1 The EXCO adopted the Terms of Reference (TORs) of the Resource Mobilisation Committee on a motion moved by Hon. Speaker Adv. Jacob Francis Nzwidamilimo Mudenda and seconded by Hon. Speaker Carolina Cerqueira. The TORs are attached as Appendix 5.

## **9.0 CONSIDERATION OF THE REPORT OF THE PARLIAMENTARY BUSINESS SUB-COMMITTEE MEETING HELD ON 17<sup>TH</sup> APRIL 2025**

- 9.1 EXCO considered and duly adopted the Report of the Parliamentary Business Sub-Committee Report on a motion by Rt. Hon. Speaker Mutti and seconded by Rt. Hon. Speaker Sekhamane.

## **10.0 CONSIDERATION OF A PROPOSAL ON A MOTION BY HON. SPEAKER MUDENDA TO ESTABLISH THE TITLE OF “EMERITUS SPEAKER” TO BE ACCORDED THE OPPORTUNITY TO ATTEND SADC PF PLENARY ASSEMBLY SESSIONS BY INVITATION AS EX-OFFICIO MEMBERS**

**10.1** EXCO deliberated on the proposal to establish the title of Emeritus Speaker to be accorded the opportunity to attend SADC PF Plenary Assembly Sessions by invitation and resolved to put it in abeyance pending a submission by Speaker Mudenda, articulating the rationale and motivation for the proposal.

**11.0 PRESENTATION OF GIFTS TO SPEAKERS OF PARLIAMENTS**

**11.1** The SADC PF President informed the meeting that as this was his inaugural meeting chairing the EXCO as SADC PF President since his election in December 2024, he had brought gifts to be presented to his fellow Speakers of Parliament. The gifts related to the cultural and historical identity of the President's country, Madagascar.

**11.2** The gifts were duly presented to the Hon. Speakers.

**11.3** Hon. Speaker Cerqueira presented a courtesy gift to the SADC PF President.

**12.0 CLOSING REMARKS FROM THE CHAIRPERSON**

**12.1** In closing the meeting, the President expressed appreciation to the EXCO Members for their insightful contributions as well as to the Secretariat for the successful logistical arrangements.

**12.2** President Tokely expressed his satisfaction with the important resolutions adopted by EXCO, adding that these would significantly contribute to the achievement of the Forum's goals as outlined in its Strategic Plan. He further expressed his hope that the transformation of the Forum into a SADC Parliament would be realised during the tenure of the current EXCO.

**12.3** The President urged the Secretariat to ensure the prompt implementation of EXCO resolutions, with comprehensive reporting conducted in accordance with current good practice.

**12.4** The President concluded his remarks by thanking the National Assembly of Namibia for graciously hosting the EXCO meeting.

There being no further business, the meeting adjourned on 30<sup>th</sup> April 2025.

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**Hon. Speaker Justin Tokely**  
**PRESIDENT**

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**DATE**

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**Ms Boemo Sekgoma**  
**SECRETARY GENERAL**

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**DATE**



**STATUS OF ACTIONS TAKEN BY SECRETARIAT FOR SUBMISSION TO THE EXECUTIVE COMMITTEE OF THE FORUM  
PURSUANT TO EXCO MEETING OF 30<sup>th</sup> APRIL 2025**

<b>RESOLUTION AND PARAGRAPH IN MINUTES</b>	<b>STATUS</b>	<b>PROGRESS</b>	<b>MEANS OF VERIFICATION</b>	
5.2.4	EXCO agreed to carefully consider the financial viability and invitation of the Republic of Comoros under special conditions to be a member of SADC PF.	Financial Year 2026/2027, with each of the fourteen Member Countries contributing an amount of N\$2,252,250 per annum. Seychelles contribution is pegged at N\$190,575 per annum.	Curent policy position remains unchanged.	As contained in Paper 2, Budget Proposal for the Financial Year 1 <sup>st</sup> April 2026 to 31 <sup>st</sup> March 2027
5.3	Operationalisation of the SADC PF Trust and its Successors	EXCO deposited the Trust document, appointed Trustees, opened trust account, and appointed a trust practitioner. What remains is for the Trust to resource mobilise and not operate at a loss.	There is need devise a workable strategy, for the Trust to proceed with substantive operations..	Trust document.
5.4.5	EXCO appealed to Member Parliaments to support the secondment of staff to strengthen the Secretariat's implementation capacity and further enhance the overall capacity of the SADC Parliament.	The Secretariat dispatched letters to parliaments for positions to be filled. Only Zambia and Zimbabwe submitted names.	The names submitted were not aligned to the competencies required for the vacancies.	Communication to Parliaments.
5.5.4	EXCO authorised and instructed the Secretariat to proceed with the disposal of the property based on the highest bid received, without any further delay.	The house was disposed of accordingly for N\$2.1 million, and as per resolution of Plenary, the proceeds were paid towards the Mortgage for the Secretary General's Residence, to reduce the remaining loan term from 63 months to 26 months.	Matter concluded and closed	Paper 1 - The Management Accounts for the period 1 <sup>st</sup> April 2025 to 30 <sup>th</sup> September 2025

	<b>RESOLUTION AND PARAGRAPH IN MINUTES</b>	<b>STATUS</b>	<b>PROGRESS</b>	<b>MEANS OF VERIFICATION</b>
6.1.4	EXCO resolved that, Member Parliaments update the 58 <sup>th</sup> Plenary Assembly on the impact of the abrupt imposition of country specific tariffs hikes on national economies.	Country Reports for the 59 <sup>th</sup> Plenary Assembly will be responding to this indicator, including action taken post the 58 <sup>th</sup> Plenary Assembly Resolutions.	On-going	59 <sup>th</sup> Plenary Assembly Resolutions
6.4	EXCO underscored the importance of building an investment case for the Forum and national parliaments to strengthen their capacity in conflict resolution and peacebuilding.	The SADC geopolitical group- submitted an emergency item, on Unconstitutional Change of Government in Madagascar, which will entrench political culture and systems that allows Parliaments to sustain peace and security, grounded in international instruments including the UN Charter, African Charter on Democracy, Elections and Governance, and SADC protocols that all reject unconstitutional changes of government.	The 151 <sup>st</sup> IPU Assembly was set to evaluate and vote <del>of</del> the Emergency item	Record of the 151 <sup>st</sup> IPU Assembly
6.5.3	EXCO endeavored to obtain all SADC Parliament membership signatures in support of the Amendment to the SADC Treaty to establish the SADC Parliament.	The Agreement Amending the Treaty to Establish SADC Parliament as one of the SADC Institution entered into force on 11 July 2024. To date, all SADC countries except for the Union of Comoros have signed.	SADC Parliament will be established when 11 out of 16 Member States, two thirds have signed and ratified the Protocol. The deadline for the submission of comments to the Draft Protocol, was set for 30 <sup>th</sup> October 2025. Further Council is set to meet in March 2026 to consider the finalized protocol with all comments incorporated, in readiness for August 2026.	Agreement Amending the SADC Treaty to establish the SADC Parliament
6.6.5	EXCO directed the Secretariat to proceed with full implementation upon signature of the “Enhancing Accountability and Citizens	Project is Operational and commenced with funding the Committee Sessions, including surveys which will serve as a benchmark for key efficiency indicators.	Funding being absorbed and enhancing capacity of SADC PF to deliver.	Committee Reports to Plenary and the baseline that weighted values on the SADC Parliamentary

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	participation in regional Integration through regional parliament” <b>CONTRACT NO. 81318025</b>			Forum’s operational efficiency.
<b>6.7</b>				

Ends.  
Updated October, 20<sup>th</sup> , 2025