

MEETING OF THE PLANNING COMMITTEE
HELD AT 8H30 ON FRIDAY 26 MARCH 1993

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FOR 26 MARCH 1993 AT 08H30

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TO BE HELD AT 08H30 TO 13H00 ON FRIDAY 26 MARCH 1993
AT THE WORLD TRADE CENTRE

Chairperson : C Eglin
Welcome, attendance
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q:]LESE ARE DRAFT MINUTES. THEY ARE CONFIDENTIAL AND RESTRICTED TO MEMBERS OF
E SUB-COMMITTEE OF THE FACILITATING COMMITTEE AND THE FACILITATING
COMMITTEE. THEY ARE SUBJECT TO RATIFICATION AT THE NEXT MEETING OF THE SUB-
COMMITTEE OF THE FACILITATING COMMITTEE.

DRAFT MINUTES OF THE MEETING OF THE SUB-COMMITTEE OF THE
FACILITATING COMMITTEE ON 18 MARCH 1993 AT 08H30 AT THE WORLD
TRADE CENTRE

PRESENT: B Alexander
R Cronje (Chairperson)
C Eglin
PJ Gordhan
FT Mdlalose
RP Meyer
MC Ramaphosa
J Slovo
Z Titus
M Webb

T Eloff (Administration)
G Hutchings (Minutes)

D Du Plooy (Financial Administration)

Chairpersonship and Welcome

1.1 R Cronje assumed the role of the Chair for this meeting. This was in
accordance with the decision taken at the last meeting of the Planning
Committee (9 March 1993) that the Chair be rotated on an alphabetical basis,
using personal names.

It was noted that FT Mdlalose was present at the meeting as a substitute for
Joe Matthews. It was further noted that although substitution was not in
accordance with the decision of the Facilitating Committee (i.e. no substitution
allowed in respect of sub-committees of the Facilitating Committee as
members are elected on a personal basis and not a party/organisation/
administration basis), it was agreed to allow FT Mdlalose to remain within the
meeting under the following conditions:

" That FT Mdlalose does not amend any decisions reached by the sub-
committee of the Facilitating Committee at their last meeting; and

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That the Facilitating Committee would have to ratify the presence of FT Mdlalose at this meeting.

Ratification of Agenda

The agenda was ratified with the following additions:

. That the issue of the Kwazulu Government be discussed under Item 5.2.5.
The addition of an item at the end of the agenda, to deal with the issue of the proposed report to the meeting of the Facilitating Committee.

Minutes of the Meeting of 9 March 1993

The minutes were adopted with the following amendments:

3.1 Item 3.3.2 refers. The heading should only read "Standing Rules".

3.2 Item 3.2 refers. The second paragraph should begin with "It should be taken into consideration" and "It was agreed" be deleted.

3.3 Item 6.1 refers. The last sentence of this item should be deleted and replaced with "This could be used as a foundation for discussion."

Item 3.6.2 should become Item 3.6.3 and a new Item 3.6.2 be added to read "This report would serve as a basis for discussion at the meeting of The Multi-Party Negotiations of 1 and 2 April 1993 on how the CODESA agreements can serve as a constructive foundation for further discussion in the negotiating process."

All references throughout the minutes to any of the proposed structures were deleted.

Addendum B, the section on the Multi-Party Negotiating Forum, the item on Chairpersonship the last sentence refers. A full stop should come after the word Council and the rest of the sentence deleted. In the first sentence the word "maximum" should be replaced by "approximatelyâ\200\235. The latter also applies to the Chairpersonship of the Negotiating Council.

Addendum B, the section on the Planning Committee, the item on Function refers. The word "substantives" in the second sentence should read "substantive".

It was agreed that these minutes, as amended, should be made available at the meeting of the Facilitating Committee of 18 March 1993.

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Multi-Party Negotiating Forum

4.1

Logistical Arrangements

It was noted that the date of 1 and 2 April 1993 had already been agreed to in a previous meeting of the Facilitating Committee.

Numbers

It was noted that this issue had been discussed at the last meeting of the sub-committee of the Facilitating Committee under the proposed structures to be recommended to the meeting of the Facilitating Committee of 18 March 1993.

Venue

The venue for the Multi-Party Negotiating Forum will be the World Trade Centre.

Administration

4.4.1 It was agreed to recommend/propose that the present Administration (The Consultative Business Movement) continue up to and including 1 and 2 April 1993.

It was agreed to form an ad hoc sub-committee consisting of M Maharaj and SS van der Merwe to submit recommendations to the Facilitating Committee, through the sub-committee of the Facilitating Committee, for a decision to be taken with regard to the Administration after 1 and 2 April. The recommendations would encompass operational guidelines and procedures for the Administration and to further look at the need for a contract to define explicitly the relationship between and the services of the Administration to the Multi-Party Negotiations.

4.4.3 The sub-committee can consult with T Eloff.

4.4.4 It was agreed that any party/organisation/administration could make inputs in this regard to the sub-committee.

Minutes and Recordings

It was agreed to recommend/propose the following to the Facilitating Committee:

4.5.1 All proceedings of the proposed Negotiating Forum and the proposed Negotiating Council are to be recorded and these recordings kept.

4.5.2 The minutes are acceptable in the present format.

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4.5.3 The concept of notes could be used in the proposed Negotiating Forum for clarity.

4.5.4 Transcriptions will be made only of the Plenary session.

Procedural Arrangements

3,1

Name

In reporting back to the Facilitating Committee in this regard, the sub-committee will give a summary of the views expressed within the meeting as no agreement was reached on a possible name. It will be suggested that the Facilitating Committee take the various suggestions/views away for further discussion and a decision arrived at the next meeting of the Facilitating Committee before 1 and 2 April 1993.

Chairpersonship

5.2.1 It was agreed to defer the issue of the Chairpersonship of the Plenary to the next meeting of the sub-committee of the Facilitating Committee as consensus, due to time constraints, would not be achieved in this meeting.

It was agreed to request a mandate from the Facilitating Committee to enable the sub-committee of the Facilitating Committee to submit recommendations in respect of all the proposed structures.

It was agreed to propose that R Cronje and J Slovo are Co-Chairs of the meeting of the Facilitating Committee due to begin at 11h30 on 18 March 1993.

Agenda

This issue would be finalised at the last meeting of the Facilitating Committee before 1 and 2 April 1993.

Media

It was agreed to recommend the following to the Facilitating Committee:

5.4.1 That at the end of each meeting of the Facilitating Committee, a formal media statement would be drafted to be presented to the media, the basic elements of which should be approved by the Facilitating Committee.

5.4.2 It would further be recommended that the Chairperson of the meeting,

Report to Facilitating Committee from the sub-committee

6.2.1 It was agreed that all the reports as prepared by the sub-committees be formally tabled and presented to the meeting of the Facilitating Committee of 18 March 1993.

It was further agreed that a written report from the sub-committee of the Facilitating Committee, in respect of the Logistical Arrangements, would be tabled at the meeting of the Facilitating Committee.

It was agreed that the Co-Chairs verbally present the balance of the report to the meeting of the Facilitating Committee of 18 March 1993.

Future Meetings

b Planning Committee - 26 March 1993 at 08h30 - 13h00.

* Planning Committee - 31 March 1993 at 16h00 - 20h00.

Closure

The meeting closed at 11h30.

These minutes were ratified at the meeting of the Planning Committee of and the amended versions signed by the Chairperson of this meeting on

CHAIRPERSON

PLANNING COMM/MINUTES/MIN1803.PC

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REPORT ON CODESA AGREEMENTS

To the Sub-Committee of the Facilitating Committee - 18 March 1993

Issue

We were asked to present a summary of CODESA agreements to the next meeting of the Sub-Committee.

The Declaration of Intent

At its first plenary meeting the Convention for a Democratic South Africa (CODESA 1) adopted the Declaration of Intent. Afterwards an Addendum was added. By way of this solemn agreement the subscribing parties committed themselves to bringing about a democratic South Africa with a new constitution.

The Declaration and its Addendum appear on pages 1-4 in the bound volume marked CODESA Agreements

Working Groups

In pursuance of the objectives to which Parties committed themselves in the Declaration of Intent, five Working Groups were set up by CODESA 1. All Parties were represented in each of the Working Groups.

The terms of reference can be summarised as follows:

3.1 Working Group 1

Working Group 1 was required to address itself to the creation of a climate for free political activity which included the need for the levelling of the playing field.

It was also required to make recommendations on the role that the International Community could play in the period leading up to the introduction of a new constitution.

The full terms of reference of Working Group 1 appear on pages 5-6

Working Group 2

Working Group 2 was charged with the drawing up of a set of constitutional principles to be embodied in the new constitution and with the making of recommendations on the appropriate body/process to draft that constitution.

The full terms of reference of Working Group 2 appears on pages 30-31

4 Working Group 3

Working Group 3 was required to make recommendations on the manner in which the country may be governed and managed until the introduction of the new constitution. A key focus of its task related to ensuring the levelling of the playing field.

The full terms of reference of Working Group 3 appears on page 45

Working Group 4

Working Group 4 had to deal with the future of the TBVC states on the basis that all the people living in the TBVC states should enjoy meaningful and democratic participation in the process of drawing up and adopting a new constitution for South Africa as well as in all possible transitional arrangements. '

The full terms of reference of Working Group 4 appears on pages 64-65

Working Group 5

Working Group 5 was charged with the task of providing time frames, identifying the steps which would need to be taken by the Parties in CODESA in order to effect the implementation of agreements reached in CODESA.

The full terms of reference of Working Group 5 appears on pages 80-81

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Reports of the Working Groups

Working Groups 1,3,4 and 5 agreed on reports to be submitted to the second CODESA Plenary Meeting (CODESA 2). Working Group 2 did not submit a report.

As Working Group 5 had to deal with the recording and implementation of substantive agreements reached in other forums, its report need not be included in this summary.

4.1 Working Group 1 Report: Climate of free political participation and the role of the international community.

The full text of all agreements appear on pages 7-29 of the Working Group 1 report.

The following aspects were dealt with by this Working Group:

4.1.1 Political prisoners and political trials

It was agreed that the release of political prisoners is a priority in the completion of the reconciliation process and that the South African Government and the ANC should pursue their bilateral talks relating to this matter in order to give effect to this.

The return of exiles and their families
This matter was referred to the bilateral talks between the
South African Government and the ANC.

The amendment, and/ or repeal of any remaining laws militating against free political activity, including the elimination of all discriminatory legislation.

The Working Group endorsed the principle of free political activity and identified legislation that needed repeal or amendment.

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Political Intimidation

The Working Group endorsed the need for all political disputes between Parties to be resolved peacefully and defined "political intimidation".

Political neutrality of, and fair access to state controlled/statutorily state instituted media, including those of the TBVC states

The Working Group agreed upon the establishment of an independent body to regulate the telecommunications sector. The question of an independent media committee was not dealt with on the basis that this will be addressed by Working Group 3.

The successful implementation of the NPA
A variety of agreements were reached aimed at strengthening the NPA and its implementation.

Prevention of violence related crimes and matters related thereto

Agreements on this Item were largely related to the question of strengthening the NPA.

Composition and role of the security forces in South Africa and the TBVC states

The Working Group agreed on the principles which should apply to the security forces.
Funding of political parties
The Working Group agreed that the provisions of the Prohibition of Foreign Funding of Political Parties Act, 51 of 1968, with regard to the receipt of foreign funds by political Parties be suspended.

Fair access to public facilities, meetings and venues

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4.2

4.1.11 Fair and reasonable access of political parties to all potential voters

4.1.12 Assignment 2: The role of the international community

The Working Group agreed to set up a task group to invite a neutral independent international body in relation to the process of elections.

Working Group 2

Working Group 2 was unable to file a report to CODESA 2.

The Management Committee at its meeting on 15 June (an extract of the MC minutes to this effect can be found on page 32) agreed that the last Chairperson of Working Group 2 and the Secretary of Working Group 2 be requested to prepare a report on the status of discussions in Working Group 2 prior to CODESA 2.

This report was prepared in the form of memorandum which appears on pages 33-44 and to which are attached the following annexures.

Annexure A: Entitled: Areas of agreement and areas on which no agreement yet exists on Assignment 1 of Working Group 2 prepared by the Steering Committee 27/4/92 , which appears on pages 40-42

Annexure B: Entitled: General Constitutional Principles: Areas of Commonality - prepared by Working Group 2 Steering Committee 12/5/92, which appears on pages 43 -44

Annexure C:Entitled: Working Group 2 Steering Committee proposal on a Constitution Making Body 13/5/92 as amended 16.30h 13/5/92 , as appears on pages 36-39

4.2.1 On the basis of this document it should be noted that with regards to Assignment 1: General Constitutional Principles, the Steering Committee document on Areas of Commonality including the principles on the Balance between Central, Regional and Local Government and the Participation of Political Minorities was tabled in the Working Group.

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4.2.2

4.2.3

4.2.4

On Assignment 2: The Constitution making Body -Process

The Steering Committee proposal dated 13/5/92 was tabled at the Working Group. This proposal defined three phases,

namely:

Phase 1:

Phase 2:

Phase 3

The present CODESA phase

The transitional/Interim constitution drafted by CODESA and legislated by the present parliament

The final constitution drafted and adopted by the National Assembly in terms of provisions of the Transitional/Interim constitution.

The only issue on which there was no agreement which is reflected in this document, is the issue of the percentages in terms of which the final constitution shall be adopted by the National Assembly.

The eventual deadlock in Working Group 2, however occurred on the following four issues:

4.2.4.1

4.2.4.2

4.2.4.3

4.2.4.4

interpretation of the time period in clause 1.1 of Annexure C

The percentages which should apply regarding the adoption of the different clauses of the final constitution

Whether there should be a role for the Senate in the adoption of the final constitution and future amendments to it

Special deadlock breaking mechanisms

4.3 Working Group 3: Interim /Transitional Arrangements

The full text of all agreements appears on pages 46-63

4.3.1

Working Group 3 agreed on a two-phased approach in respect

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of the Interim/Transitional arrangements. The first is a preparatory phase premised on facilitating the transition to a democratic constitution, and, in particular the levelling of the playing field, and ensuring a climate favourable to free political participation and the holding of free and fair elections.

The report set out the structures necessary for phase 1, their powers and the manner in which decisions would be taken. There will be an overarching Transitional Executive Council which, together with its sub-councils, to be vested by legislation with powers necessary to enable them to carry out their functions. The transitional executive structure will function in conjunction with the existing legislative and executive structures. Some of the powers and functions it should have are spelt out. ;

The Terms of Reference of the Transitional Executive Council shall be the facilitation of the transition to a democratic constitution, including the levelling of the playing field, and it shall ensure that a climate conducive to free political participation and the holding of free and fair elections, exists.

The Transitional Executive Council will consist of at least one member of the governments/administrations who commit themselves to comply with and implement its decisions and at least one member each of the political organisations participating in CODESA, making the same commitment. Other parties can be admitted by the Transitional Executive Council.

Members of the Transitional Executive Council will be fulltime executives

The sub-councils shall operate within the same terms of reference, but shall be given specific responsibilities in particular areas of concern which will be identified for each sub-council. Every sub-council will have a multi-party character and will ordinarily consist of up to six members.

4.3.7

4.3.8

4.3.9

4.3.10

4.3.11

4.3.12

4.3.13

4.3.14

The following sub-councils were agreed upon and their areas of responsibility described:

4.3.7.1 Regional and local government

4.3.7.2 Finance

4.3.7.3 Law and Order, Stability and Security

4.3.7.4 Defence

Regarding the sub-council on Foreign Affairs it has been agreed that, due to the unique character thereof, there is a need for broader discussion concerning it.

It was also agreed that there be an Independent Election Commission with responsibility for the holding of free and fair elections.

There may be a need for an election sub-council to provide services and information to an Independent Election Commission. The Transitional Executive Council will decide whether or not there is a need for such a sub-council.

The Independent Election Commission will be independent of the Transitional Executive Council and will consist of respected suitably qualified persons drawn from the broad cross section of the population.

The Transitional Executive Council and sub-councils will endeavour to take their decisions by consensus. Where consensus cannot be achieved, a majority of at least 80% will be sufficient for a decision. If a party is of the opinion that a minority view should have prevailed, the matter can be referred for adjudication to the Independent Election Commission.

It was also agreed that there be an Independent media Committee in accordance with recommendations from Working Group 1

It was agreed that the agreements reached with regard to phase 1, as well as its implementation, would be dependent upon agreement being reached in respect of phase 2, including the interim constitution and the general constitutional principles.

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Working Group 4 : The future of the TBVC states
The full text of all agreements appear on pages 66-79
The report recorded:

4.4.1 Agreement in principle to the reincorporation of the TBVC states

4.4.2 Agreement that the TBVC states will participate in the transitional arrangements as projected by Working Group 3, on the understanding that these arrangements shall impact mutatis mutandis on the TBVC governments and territories in the same way that they impact upon the South African government and the territory of the RSA.

The Bophuthatswana government reserved its position

Agreement that the TBVC states shall take part fully in the process of constitution making and the transitional arrangements, including elections, as may be proposed by Working Groups 2 and 3. Their participation will be arranged in such a way that their vote in a national election shall signify support for, or rejection of reincorporation thus constituting a test of the will of the people. (Reservations were expressed by the Bophuthatswana government)

This will lead to the restoration of South African citizenship to all citizens of the TBVC states who would have been South African citizens had the TBVC states not come into existence. (Reservations by the Bophuthatswana government were expressed)

Consensus was reached on a number of issues in relation to the practical, financial and administrative effects of reincorporation.

The Multi-Party Negotiations Planning Conference

This summary which has dealt with the Declaration of Intent, the agreements recorded in the reports, of Working Groups 1,3 and 4 and the status of discussions in Working Group 2, its Steering Committee and the Management Committee, outlines the

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substantive issues as well as the manner and the degree to which they were dealt with in CODESA.

In terms of paragraph 4.2 and 4.3 of Resolution 2 of the Planning Conference held on 6 March 1993, these constitute the substantive issues which are referred to.

This resolution requires the first meeting of the reconvened Multi-Party negotiations Forum to determine inter alia:

" 4.2 how to accommodate the views of those participants who were not in CODESA in relation to the agreements reached in CODESA;

" 4.3 how these agreements can serve as a constructive foundation for the resumed/commenced negotiations process to build on".

A copy of the entire records of what transpired in CODESA, which encompasses 13 volumes, has been put together and can be made available to the parties who were not in CODESA and have since joined the Multi-Party Negotiations Forum.

6. Way forward with regard to CODESA Agreements

6.1 The Subcommittee is therefore expected to advise the Facilitating Committee as to the most effective way in which these agreements can serve as a constructive foundation and ensure that the views of those participating who were not in CODESA, are taken into account, so that the process can be taken forward

From the point of view of the reconvened Multi-Party negotiating Forum, the full plenary sessions and the Multi Party Forum sessions are the critical points at which the participants register formal agreement/reservations etc.

6.2 It is further assumed that such agreements shall have emerged through the discussions, in the Facilitating Committee/Negotiations Council. The issue therefore revolves around how to ensure that all participants, including those present in CODESA shall be enabled to participate fully in constructing agreements. In considering how this can be achieved most effectively and efficiently we will like to present what was emerging in CODESA in the form of an organogram which is attached to the end of this report. This organogram gives a succinct overview to enable us to address the following recommendations as to how to proceed.

Accordingly we recommend the following approach :

6.2.1 Working Group 1 and 3 reports provide a fairly comprehensive set of agreements which relate to Phase 1 of the transition. This

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phase deals with the levelling of the playing field, ensuring free political activity and the composite powers and duties of certain structures. The structures referred to are the Transitional Executive Council and its sub-councils, the Independent Election Commission, the Independent telecommunications Authority and the Independent Media Committee.

The agreements are interspersed in the work done in the different Working Groups. It would be important to bring all the agreements together, as they relate to phase one, and put them in a structured way. This would enable all participants, and particularly those who were not present in CODESA, to address the matters in concrete and specific ways but also taking into account how they are interlinked.

We therefore recommend that the agreements relating to this phase be entrusted to a drafting committee whose task it would be to structure the entire package relating to phase one in the form of a single draft which could be even in a draft statute form.

Such a drafting committee be composed of individuals with the necessary expertise and who would serve, not as representatives of their parties/organisations.

The draft document/statute would therefore be without prejudice to the views of the participants. In this way such a draft would be concrete and would facilitate accommodating the views of the participants in the form of approving, amending, substituting and/or introducing new clauses.

These drafts could be processed, again, on a without prejudice basis, by the Planning Committee and then taken to the Negotiations Council, before they are tabled at the Negotiations Forum.

The end product would be agreement/reservation by participants in the form of draft legislation to be enacted by the current parliament and amending the existing 1983 constitution.

Some aspects of such a draft may become parts of the Transitional/Interim constitution.

The Negotiations Forum would thereafter determine when such agreed legislation is to be enacted.

This approach would facilitate effective accommodation of the views of all participants and the emergence of well processed

6.2.2

6.2.3

agreements in the form of concrete draft legislation.

Constitution Making

The Working Group 2 Steering Committee approach isolated three phases:

The CODESA phase: This related to what has been dealt with above in terms of phase 1

The Transitional/Interim constitution: ~which needs to be negotiated in the resumed Multi-Party Negotiations Forum and which would deal with the interim governmental structures and include the protection of basic civil and political rights.

The constitution would also incorporate the general constitutional principles negotiated at the Multi-Party Forum and which would be binding on the Constitution Making Body. That is to say the final constitution shall be drafted and adopted in terms of the provisions of the Transitional/Interim constitution. :

In this regard Working Group 2 discussions assumed an elected Constitution Making Body. All options which were under consideration referred to the National Assembly functioning as a Constitution Making Body.

On this basis Working Group 2 did not complete the task of agreeing on the general constitutional principles and some of the procedures relating to the functioning of the Constitution Making Body.

This, therefore, is an aspect that requires full attention by the resumed Multi-Party Forum. The matter can best be attended by having a sub-committee prepare a single document outlining the different aspects of the agreement and matters of disagreement and making proposals to resolve all the issues involved.

The future of the TBVC states has been dealt with in agreements interspersed between Working Groups 1, 3 and 4.

From the point of view of the transition process these would find their natural place in the following two sets of instruments:

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The draft legislation dealing with the TEC and phase 1 in
general

The transitional constitution to be agreed at the Multi_Party
Forum

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Purpose

- * levelling
- * free political activity

Means

- *TEC
- *|EC
- *IMC
- * Repeal laws impeding
free political activity, etc
- * Strengthen National
Peace Accord

GOVERNANCE

National Assembly

!

Interim Govt.

CONSTITUTION MAKING

- * National Assembly
functions as CMB
- * General Constitu-
tional Principles
- * Procedures

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SUB-COMMITTEE REPORT ON THE ADMINISTRATION FOR THE
NEGOTIATIONS PROCESS

It is recommended that:

The administration for the negotiating structure are directly responsible to and perform their functions under the directions of the Planning Committee.

The Consultative Business Movement (CBM) be contracted to render the administrative services to the negotiating structure by setting up an administrative component for this purpose in the WTC.

It be a condition of the contract that Dr Theuns Eloff personally directs the administration in the WTC as Executive Officer on a full-time basis.

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[NAME OF FORUM]

STANDING RULES OF PROCEDURE

(With regard to Section 4 hereof entitled "Agreements and decisions" the Sub-Committee received suggestions from the IFP, the PAC and the DP. These suggestions appear as Annexures A, B and C respectively.)

Application

These Rules of Procedure apply at Plenary meetings and at meetings of the Negotiating Forum and the Negotiating Council.

Participants

The participating parties entitled to be represented at meetings are those listed in the List of Participating Parties annexed hereto. The Negotiating Forum can

add parties to or delete parties from the list, on the recommendation of the Negotiating Council.

Delegates

3.1 Each participating party shall be entitled to be represented by:

3.1.1 Ten delegates at Plenary meetings;

3.1.2 Three delegates and two advisers at meetings of the Negotiating Forum;

3.1.3 One delegate and two advisers at meetings of the Negotiating Council;

3.2 Each participating party shall submit and register the names of its delegates and advisers with the [name of the forum] Administration.

3.3 Delegates can be substituted by alternatives to be registered with the Administration in advance.

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3.5

Advisers can be substituted at any time provided that the substituting advisers are registered with the Administration in advance and that the leaders of the delegations notify the Chairpersons whenever an adviser is substituted during the course of a meeting.

In the event of a dispute concerning the credentials of a delegate or an adviser, the issue will be decided by the meeting itself upon the receipt of a factual report and recommendation of the Planning Committee.

Agreements and Decisions

4.1

4.2

4.3

4.4

All agreements are to be arrived at and decisions taken by general consensus.

If general consensus cannot be achieved, the method of sufficient consensus will be used.

Sufficient consensus means that:

4.3.1 There is a lack of general consensus

4.3.2 There is enough agreement from enough participating parties to enable the process to move forward

4.3.3 Parties who disagree can record their objections or rejections formally, but will, in the spirit of cooperation, not hinder the process from going forward

The ruling that there is consensus/sufficient consensus or not, shall be taken by the Chair in his/her discretion.

4.4.1 Before ruling that there is sufficient consensus or not, the Chair shall ensure that the disagreeing parties, especially those who consider themselves materially affected, as well as the meeting, shall have had sufficient opportunity to utilise a variety of mechanisms in order to reach the widest possible consensus. In particular such mechanisms shall include adjournments to enable informal discussions between participants, setting up technical committees composed as the meeting deems appropriate for the particular matter under consideration, as well as allowing participants to consult their principals. The Chair and the meeting shall decide upon the specific mechanism/s on the basis of the

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nature of the issues around which the disagreement exists, with the view to arriving at consensus/sufficient consensus. These mechanisms are intended for resolving substantive issues and not for formal and administrative decisions.

4.5 The ruling that there is consensus/sufficient consensus or not can however be challenged by any party who disagrees. The meeting will then deal with it as is appropriate.

Quorum

The Chair may declare a meeting open and permit the debate to proceed when delegates of at least two-thirds of the participating parties are present

Speeches and interventions

6.1 Every delegate shall be entitled to speak

6.2 If a speaking order has been agreed upon, the Chair shall call the speakers in that order

6.3 In general, the Chair shall call on speakers in that order in which they signify their desire to speak. The Chair however, shall ensure that each delegation is afforded a reasonable opportunity to speak

6.4 The Chair shall apply the standard rules applicable to meetings, accept as otherwise stipulated herein

Chairing of meetings

7.1 Plenary meetings shall be chaired by an independent Chairperson/s to be decided upon by the Negotiating Council

7.2 The Negotiating Forum and the Negotiating Council shall be chaired by a core panel of Chairpersons, appointed on merit and capability by the Negotiating Council from its own ranks and serving on a rotating basis

Minutes and Documentation

3 FCSC CODESA Agreements 18/3/93

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8.1 The proceedings of Plenary meetings shall be recorded and transcribed and copies of the transcript made available to all delegates

8.2 The proceedings of meetings of the Negotiating Forum and Negotiating Council shall be recorded in full, but only agreements and decisions shall be minuted

Media

9.1 All Plenary meetings shall be open to the media

9.2 The Negotiating Forum and the Negotiating Council shall itself decide on whether, and if so which of its meetings shall be open to the media

Amendment of the Rules of Procedure

10.1 These Rules of Procedure can be amended by the Negotiating Council

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Annexure A

DECISION MAKING PROCESS

(Suggestions by the IFP)

When called by the Chair to express its position on a proposal or on a matter before the meeting, every delegation shall have such position stated by the leader of the delegation or by a spokesperson appointed by the leader of the delegation. Agreement will be reached by consensus.

If general consensus cannot be reached the method of material consensus shall be employed.

Parties who disagree can record their objection or rejection formally, and

4.1 record that the process may go forward nevertheless;

4.2 record that the process should not go forward.

The ruling that there is material consensus or not should be taken by the Chairperson in his or her discretion.

In the event that the Chair rules that

6.1 there is no material consensus; or

6.2 there is material consensus but one or more parties challenge this ruling, the following process shall be followed:

a) the matter shall be referred to a technical committee for reformulation, and

b) the technical committee shall consider the views expressed and try to find

consensus position.

In the event that the technical committee is not able to determine the consensus position, it can in its discretion

» request delegates and outside experts to give evidence

or

set up a special subcommittee of its own members and/or outside

experts and/or delegates to investigate and discuss the matter and to report.

) The Technical Committee shall report on what it believes is the consensus position or the position as close to consensus as achievable at that stage.

d) If the negotiations forum is still unable to reach material consensus the matter shall be referred again to the Technical Committee to decide whether it can amend, supplement or substantiate its original report having heard the additional debate.

e If after all this there is still no consensus the Negotiations Forum has to decide the way forward under the circumstances.

Definition: Material consensus is sufficient consensus qualified by the requirement of materiality. When a decision is "material" to one or more parties, there can not be consensus if the parties materially affected by that decision do not agree. In other cases material consensus will be equivalent to the notion of sufficient consensus previously employed.

Annexure B

(Suggestions by the PAC)

DISPUTE RESOLVING AND DEADLOCK AND DEADLOCK BREAKING
MECHANISMS.

1.2

After the word "plenary" add a new sentence

"It is however advisable that maximum effort be employed in the Negotiating Council to attend to deadlocks which has arisen. To this end a standing Appeals Committee should be established with balanced representativity and acting as a sub-organ to which all structures from the Negotiating Council upwards can refer matters for proposed consensus formulation. The Appeals Committee may also propose bilateral discussions with or without mediators between parties after due consultation with them.

Add new sentence

"This is subject to the agreed upon role of the international community".

Re: ITEMS 8-10 OR ORIGINAL DRAFT AGREEMENTS AND DECISIONS:

add new 10.4 to read

"should the item under discussion be a fundamental cornerstone of the approach to constitution making of one of the parties and no decision can be reached, a deadlock shall be deemed to exist. Such deadlock will be dealt with in terms of the deadlock-breaking machinery.

Re: ITEM 11 OF ORIGINAL DRAFT

After the word "appropriate" add "having regard for the provisions of the dispute resolving deadlock breaking mechanism".

Annexure ' C'

(Suggestions by the Democratic Party)

Deadlock Breaking Mechanism

14

The rules relating to Consensus/Sufficient Consensus decided upon at the Multi-Party Planning Conference of 5 and 6 March should apply in order to determine whether there is Consensus/Sufficient Consensus.

Procedures on Issues

2.1

2.2

In the event of there not being sufficient consensus the matter would be referred to the Technical Committee.

The Technical Committee would consider the views expressed and try to find a consensus position. In this process, the Technical Committee could:

a) request MPC delegations and/or outside experts to give evidence; and/or

b) set up Sub-Committees consisting of Technical Committee members and/or outside experts and/or other MPC delegates and advisers.

The Technical Committee would report to the MPC on what it believes is the consensus position or as close to it as is achievable at that stage.

If the MPC is still unable to reach sufficient consensus the matter will be referred back once more to the Technical Committee to see whether, having heard the MPC debate, it is able to propose an amended report (after taking further evidence if necessary) to the MPC.

If the MPC is unable to reach sufficient consensus after it has considered the Technical Committee's second report, the MPC will then have to decide how to proceed further.

Use of Indicative Secret Ballots

3.1

Decisions should be made on the basis of consensus/ sufficient consensus. However, provision should be made for indicative secret ballots both in respect of appointments (e.g to agenda and Technical Committees) and on issues. These ballots would not be decisive or binding, but would help to guide the MPC towards finding sufficient consensus more quickly than the procedures used at CODESA.

REPORT ON PARTICIPATION

Issue

We were asked to report on how the issue of participation was handled in the CODESA process

Before CODESA 1

2.1 In a series of bilateral and multilateral meetings between political parties and organisations, governments/administrations and others, agreement was reached on the parties asked to attend a Preparatory Meeting. In the process a whole range of criteria was considered, but eventually political reality was the deciding factor.

2.1.1 A set of political parties/organisations were agreed upon

2.1.2 In the case of the TBVC territories, the existing Administrations were agreed upon

2:4.3 The South African government as the governing authority was agreed to

Together the above constituted the list of parties invited to the Preparatory meeting. The same list was used for CODESA 1 (including those that were invited but did not attend the Preparatory Meeting) For the list of participants/invitees see Annexure A

CODESA 1

3.1 The first CODESA plenary meeting (CODESA 1) appointed a Management Committee representative of all participating parties. Concerning further participation, the Management Committee was instructed as follows:

3.1.1 That the present application by organisations to join CODESA, as well as other ways and means to expand CODESA, should be attended to by the Management Committee

FCSC CODESA Agreements 18/3/93

. 312 That the Management Committee investigate appropriate mechanisms for adequate representation of women in the various structures created by CODESA.

3.1.3 That the Management Committee lay down principles and guidelines with regard to further participants for the interim and that these guidelines and principles will afterwards be submitted to CODESA 2 for confirmation.

3.1.4 That, in this regard, the Management Committee should consider three categories:

3.1.4.1 The King of the Zulus

3.1.4.2 Traditional leaders

3.1.4.3 Other participants in terms of rule 1.1, namely political parties, political organisations and administrations.

4. After CODESA 1

4.1 Regarding the King of the Zulus and traditional leaders, the Management Committee summarised its report to CODESA as follows:

" To summarise, therefore, The Management Committee has agreed that Traditional leaders be represented at CODESA according to the provinces; it has further resolved that in dealing with this matter no distinction should be made between the King of the Zulus and the other traditional leaders; and, lastly, the Management Committee still has to finalise the recommendations regarding the form in which participation shall take place.

5. Regarding the admission of other further participants, the Management Committee reported as follows:

o | " It will be recalled that when CODESA 1 was held, a number of organisations had indicated that they, too, would like to be admitted as participants. A number of applications were also received after CODESA 1. It was agreed at CODESA that this matter had to be investigated first before the criteria for admission could be formalised. To this end a newspaper search to establish the type of coverage which each applicant had received over the preceding year, was conducted. A questionnaire was also formulated with a view to

2 FCSC CODESA Agreements 18/3/93

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establishing, amongst other things, the popularity of the relevant organisations, the level of their support and the extent of their activities in their sphere of operation. This was all done in an attempt to establish whether these parties could, strictly speaking, be referred to as political parties and also whether they could be regarded as having proven substantial support. Of the 19 parties which applied, eight had not responded to the questionnaire at the time the matter was discussed by the Management Committee and nine other parties had their applications turned down. One of the remaining two parties has withdrawn its application and the other application has been held over".

The questionnaire was sent to organisations applying to participate under cover of a letter informing them that only political parties, organisations and administrations are eligible as participants while interest groups can make written submissions to Working Groups. A copy of the questionnaire is attached (see page 87)

Conclusion

In summary the position during CODESA therefore, was as follows:

6.1 The political parties/organisations that were agreed to in launching the Preparatory Meeting were accepted as participants. Those on the list who did not attend, continued to be invited. A full list of the participants/invitees appears in Annexure A

Further political parties/organisations applying were processed in order to determine whether they had proven substantial support as reflected in paragraph 5, no new participants were accepted

The TBVC states were represented by existing Administrations

The South African Government was a participant

In the case of traditional leaders the Sub-Committee filed a report proposing that they participate in the form of 4 provincial delegations. The matter however was not resolved.

A gender Advisory Committee was set up composed of representatives of each of the participants

Interest groups (defined as organisations not regarded as political parties) were refused participant status. Provision was made for interest groups to make

submissions to Working Groups.

Recommendations

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The Sub-Committee of the Facilitating Committee subsequently asked for a recommendation on how the issue of participation in the new Forum can be dealt with. We recommend as follows:

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7.1.4

That the 26 parties represented by delegations at the Multi-Party Planning Conference on 5 & 6 March 1993, become participants in the new Forum and be invited to send delegations to the first meeting of 1 & 2 April 1993.

That applications from other parties to be admitted as participants, only be considered if the applicant parties fall within one of the categories of parties already participating. The categories are:

7.1.2.1 Government/ Administrations

T1id.2 Political parties and organisations

7.1.2.3 Traditional leaders

That the following criteria be applied when applications from additional governments/administrations are considered:

To qualify for admission:

% 11 % | The applicant must be an elected regional government/administration

7.1.3.2 The government/administration must not already be effectively represented by a regionally based political party or organisation

7.1.3.3 The government/administration must be responsible for the implementation of agreements reached within the new Forum and must undertake to implement all such agreements

That the following criteria be applied when applications from additional political parties and organisations are considered:

4 FCSC CODESA Agreements 18/3/93

7.1:5

7:1/6

7.1.7

To qualify for admission the applicant must show:

7.1.4.1 That it is indeed a political party or organisation intending to participate as such in the first election under a transitional/new constitution

7.1.4.2 That it has proven substantial support in a national context

7.1.4.3 That its admission will enhance the peaceful negotiating process

That to assist in the application of the criteria, the applicant political parties and organisations be free to submit whatever facts or arguments they would wish to, but that they be required to at least respond to the questionnaire annexed to this report. For this purpose it is proposed that in paragraph 6 of the questionnaire "Legislative Assembly" is added after "parliament"â\200\235 to the list of organisations.

That to further assist in the application of these criteria, a newspaper survey to establish the type of coverage the applicant has received over the preceding year is conducted. By using a reputable and efficient agency, this can be done without unduly delaying the consideration of an applicant.

Delegations of traditional leaders from the Transvaal, the Orange Free State and the Cape Province are presently participating. We have been told that representation on this basis creates a number of problems. It was suggested that this form of representation be substituted by one delegation each from the two main national organisations of traditional leaders. It is recommended that consideration be given to this proposal.

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INDEX OF NEW APPLICANTS

Membership Status - Parties and Organisations:

1.1 FECOIRUSA (p34)

1.2 The National Forum (p39)

Telephonic/Verbal Applications

2.1 Insika National Party (p40)

2.2 Sindawonye Progressive Party (p41)

Observer Status:

3.1 Chinese Association of South Africa (p42)

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1555 MARCH 1993

Dr Theuns Eloff - CBM
Multi - Party Conference
World Trade Centre
KEMPTON PARK
JOHANNESBURG

Dear Sir

re: APPLICATION FOR ACCEPTANCE TO THE MULTI - PARTY
CONFERENCE BY THE FEDERATED COUNCIL OF INDIGENEOUS
RULERS OF SOUTHERN AFRICA (FECOIRUSA)

I hereby, on behalf of the Federated Council of
Indigeneous Rulers of Southern Africa (FECOIRUSA),
apply for acceptance as a member at a Multi - Party
Negotiation Forum.

This Council has members in the four provinces of South
Africa and beyond, who would like to be fully
represented at the Multi - Party Conference.

The Council noted with regret, the manner in which

Indigeneous Rulers were represented at the Multi -
Party Planning Conference, which took place on 5 - 6
March 1993, where there was no democratic and
proportional election of representatives of Indigeneous
Rulers from various Provinces to represent members of
the Council. It is common knowledge that the
Indigeneous Rulers are the custodians of vast land in
Southern Africa, and they also administer the affairs
of millions of people who reside in rural areas, whose
aspirations need to be represented fully and

unreservedly.

PAGE 2

The Council therefore maintains that it is its democratic right to be part of the deliberations in the Constitutional Negotiation Forum.

Signed on behalf of FECOIRUSA by:-

Vice President: e & &4 & &5 & & & & & & s & 0

Secretary : a 8 a8 8 8 8 8 8 0 8 8 608 8 s s s

Treasurer : e 8 e 8 o 5 8 8 8 5 06 08 0 8 8 0 o

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23 MARCH 1993

Dr Theuns Eloff - CBM
Multi - Party Conference
World Trade Centre
KEMPTON PARK
JOHANNESBURG

Dear Sir

re: LETTER SUBMITTED TO YOUR OFFICE ON THE ACCEPTANCE
OF FECOIRUSA IN THE MULTI - PARTY CONFERENCE.

As Presedent of the above - mentioned forum, I have
decided to resubmit a retyped copy of my organisation's
submission, because according to some members of the
Facilitating Committee, the copies distributed to

various members were not clear or visible enough.

I also have a feeling that this submission was
sabotaged because some delegates in the Facilitating
Committee were not provided with the second page of our
letter to you for the consideration of the Multi -
Party Conference, but only received the first page.

It is my belief that the way this submission was
handled could lead to prejudicial and Jjaundistic
approach to the whole matter of unfair judgement, by
the Facilitating Committee. I want to emphasize and to
highlight the point that whether one likes it or not,
the only best and suitable way to accomodate the
aspirations of various indigenous rulers of this
country, is to have them represented at a Multi - Party
Conference through their National mother bodies or

organizations.

36

It is public knowlege that indigenous rulers are not necessarily monolithic in their approach to things. At some instances their cuiltures may not even be the same, that is why in the main, most of them are members of two big national organizations namely: Federated Council of Indigenous, Rulers of Southern Africa (FECOIRUSA) of which I am the President, and the Congress of Traditional Leaders of South Africa (Contralesa) of which Comrade Phathekile Holomisa is the President.

I would therefore like to argue that any form of representation of Indigenous Rulers in the Multi - Party Conference which does not go along and through these two organizations could not be taken as genuine

or full representative.

The letter of complaint from the indigenous Rulers of Gazankulu, Contralesa, Venda, non representation of Chiefs from Bop, Ciskei, and also the quarrel over the leadership of the Indigenous Rulers from O.F.S. bear testimony to the point I am making here.

There is no way that Indigenous Rulers from 6 regional governments in Transvaal could be satisfactorily represented in the Multi - Party Conference axcept through their mother organizations. The situation where people who are not Rulers could simply dictate as to how best Rulers should be represented at a Multi - Party Conference is not acceptable.

Such an imposition and dictatorship will definitely sow seeds of discord among the rulers, which may later impact heavily on their followers.

PAGE 3

Two main delegations which will have been selected by two National organizations will be far better than 4 delegations selected or facilitated by the Chief Ministers as the letter of invitation sent to the Chief Ministers would indicate. I also venture to say that such a form of selection does not point to any form of

democracy, but chaos and destruction.

In terms of cost-effectiveness and manpower, our proposal is viable, economical, and fully representative. My organization pleads with all the structures in Multi - Party Conference to approve of this reasonable and honest application.

President FECOIRUSA :M

C.

Treasurer : vgl/ Â¢

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Â® M ULTI-PARTY NEGOTIATING FORUM

. Telephone: 011-397-1198 Fax: 011-397-2211

Mr M.A. Dlamini
INSIKA NATIONAL PARTY
P.OO. Box 71
Elukwatini

1192

23--03-1993

Dear Mr Dlamini

Re: Application fo articipation in the ti-Party Neqgotiations

Kindly submit your written application to support your
telephonic/verbal request for participation in the Multi-Party
Negotiations, should you so wish, as soon as possible.

Regards

euns Eloff
Multi-Party Negotiations
Process Administration

o

Multi-Party Negotiating Forum

Telephone: 011-397-1198 Fax: 011-397-2211

MR M.G. MAHLANGU
SINDAWONYE PROGRESSIVE PARTY

012-323-4433
MULTI-PARTY NEGOTIATING FORUM ADMINISTRATION

22 March 1993

Application for participation in the Multi-Party Negotiations

Kindly submit your written application to support your telephonic/verbal request for participation in the Multi-Party Negotiations should you so wish, as soon as possible.

MAR 24 13:32 AFROX CORF ACCT

B INESE ASSOCIATION

OF c
SOUTH AFRICA S

P.O. BOX 1571

JOHANNESBURG
2000 Tel: 490-0531

Fax: 490-0575

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D EWESE

The Planning Committee

for the Multi-Party Conference
World Trade Centre
KEMPTON PARK

Fax No: 397-2211

Dear Sirs,

OBSERVER STATUS FOR THE CHINESE

Our Community, as South African citizens, has followed with a great deal of interest the developments

regarding the next round of multi-party talks aimed at charting a new future for South Africa. Our future is inextricably linked with issues debated and decided at this very important conference.

The Chinese Association of South Africa, While not being a political party but representing the interest of all Chinese South Africans, would therefore like to request that consideration be given to it being accorded observer status at the conference. It is realised that the Chinese community is not significant enough in numbers to be considered a full participant, but observer status would at least enable us to

interpret all relevant issues directly, and prepare accordingly.

We look forward to your favourable consideration of our request.

Yours sincerely

b

RODNEY MAN
CHAIRMAN

= T L S R o L TV e ST . ot PSR

SOUTH AFRICAN
DEMOCRATIC TEACHERS'S UNION

" (SADTU)

| â\200\230NORTHERN TRANSVAAL REGION
FORWARD TO ONE EDUCATION DEPARTMEN

OFFICE NO 27 - 1ST FLOOR - Q)43
MIMOSA BUILDING Â P.O. BOX 2049
S8 MARKET STREET TEL: (01521) MBIT -PTI g PIETERSBURG

0699 PIETERSBURG 0700

Faxi 01521 914310

ENQUIRIES: Weston Mkazi
17 March 1993

TO : THE NATIONAL PEACE SECRETARIAT 220 (<X .
JOHANNESBURG >

FROM: THE REGIONAL SECRETARY
SADTU N.TVL

Dear Sir/Madam

NOTICE OF A PICKET AGAINST RAMODfKE AT KEMPTON PARK WHEN THE
MULTI_PARTY NEGOTIATIONS RESUME ON THE 01-04-1993.

1. SADTU N.TVL wishes to give notice of a picket to be held at
Kempton Park on the 01 April 1993 when the multy-party forum
resumes negotiations on constitutions talks.

2. The aim of this march is to pfotest against the participation
of Mr Ramodike, the ggief Minister of Lebowa, in democratic
forums when he oppressÂ@and dismissÂ¥teachers at will in â\200\230his home-
land.

3. Our information frem very reliable sources is that the dismiss
al of teachers, Suspensions, transfers etc, are direct instructionÂ@
from Ramodike. Whar emerge very clearly is that, all those who
differs with Ramodike are dismissed or transferred. We therefore
feel that Ramodike should solve the problems of teachers and othe?
community problems before participating in democratic forums.
It should be understood that this picket is not against the UP%
but against this tyrant who make life difficult for teachers,
We do not wish to refer to other problems in his Bantustan, e.g.
nurses, Lebowakgomo Civiec, etc. *

|ems

4. We expect our branches to organise at,42 kombies to take
people to the picket, which will be held on the 01-04-1993 from
007h30 at the World Trade Centre where the talks are to take place
5. We sincerely hope that your committee will understand the
Plight of teachers in the N.TVL, :

V7 A

Benny Boshielo (Regional Secretary)

18-03-63 25:48 | Cc Glhiecc: 865 Po1

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DMES

e â\200\224 . _____]

Durban Municipal Employeesâ\200\231 Society

TR e TR

2nd floor, Doone House, 22 Hermitage Street, Durban 4001

P.O. Box 5039 , Durban 4000

/DAK/ce

Telephope - 301-

Mrs. C.M. Elsworth. p.,f(ogâ\200\230?,â\200\231%.-â\200\230,z?"

MARCH 18, 1993.

The Multi-Party Forum

Facilitating Committee.

Fax: 011-3972211

WOMENâ\200\231S PARTICIPATION IN MULTI-PARTY DISCUSSIONS.

Since Codesa has been disbanded it apppears as if the locus
standi of the Gender Advisory Committee is either ignored
or just not dealt with. We trust that this is not a
blatant move to marginalise women who congtitute 5% of the
vote.

We await confirmation of the Gender Advisory Committeeâ\200\231s
participation as a respected and valid technical sub-
committee of the reconstructed negotiation form.

The GAC's participation must be guaranteed before any
discussions take place and nct as an after-thought.

Yours faithfully,

b Allusstdss -

The First Municï¬\201pal Staff Association.

MAR 22 93 15:10 WHNC

â\200\230WOMEN'S NATIONAL COALITION

Carlton Office Tow

+ Bmmissionar Sireet,

_ Johonnesu

(3 S8 B 62315 Mordhalho Ilhwn 3167 o ph O - 38599879 # Tost 011331 5959

ATTENTION : MULTI-PARTY FORUM

PAX . 011-3972211

DATE 22 MARCH 1993

OPEN LETTER TO POLITICAL LEADERS

The Women's National Coalition felcomes the resumption of constitutional negotiations. We corgratulate all the participants for having reached agreement for he Multi- Party Negotlations beginning on April .1st. _

We have been concerned at the relfftive absence of women in the negotiations : in the various COD { the bilateral and other meetings and in the prefarations for the multi-party talks. If we are to fulfil the efjpectations of South Africans for a new democratic era that is ndqh-racial and non-sexist, then the processes through which we reagh that objective must reflect new values amongat the foremost of ghich are representativity and inclusiveness. !) R

Women are the most disadvangaged of South Africans. Collectively, they have the lowe income levels, employment, legal status, esteem. One of the gfleat challenges facing all our leaders is how the new South Afri is going to accommodate the needs and concerns Âcf women. , B Â» Âf

This can best/only be done if womerflare included in the processes that lead to the new South Africafjat every level, while at the same time ensuring that questionsfof gender are considered and integrated into all the discussions. :

The structure and function of thefjGender Advisory Committee as established at CODESA served to jplace women in a ghetto and isolate thehr concerns. Regrfjittably, some participating organisations used the establishmegt of the GAC as an excuseÃ© not to involve women in the delegatidks and in the management and nther rnmmitfers. : - â\200\230

Now that multi-party talks are abofjt to commence, we urge you to ensure that your own delegation inffludes a significant number of women. Further, we would ask thatfl the structures of the multi-party negotiating forum facilita the lntagration of gender issues at all stages.

FRENE GINWALA ' ANNE LETSEBE
CONVENOR CO-CONVENOR

Convenor: Fme Giowala Âcf Co-Convenor: Anine Âcf Secrefory-Generdl: Thoko
Deputy Secrasory -General: Sandro Botha + Co-Trilbsurers: Jennifer K'ngnom Misiam Slein

ADDENDUM F

7.1 DAILY ALLOWANCE FOR DELEGATES AND
ADVISERS

It is recommended that:

As from 1 April 1993 a per diem allowance of R200 is paid to delegates or official advisers for the days on which meetings of the NEGOTIATING COUNCIL are attended.

This will only apply to delegates or advisers not receiving remuneration from State sources.

It, however, excludes state/administration officials who have been granted leave without pay to attend meetings of the NEGOTIATION COUNCIL. Documented proof

of this will be required.

Income tax will be deducted from per diem allowance payments. For this purpose delegates and advisers claiming per diem allowances will have to complete a registration form.

PLANNING COMM/AGENDA
ldppcm003

NOTE:

ADDENDUM F

MONTHLY ALLOWANCE FOR PARTICIPATING
PARTIES/ORGANISATIONS/DELEGATIONS

It is recommended that:

As from 1 April 1993 a maximum monthly subsidy of R2 000 per party or organisation or delegation be paid in respect of expenses for offices at the World Trade Centre.

This will only be in respect of direct expenditure in offices in the WTC (i.e telephone rental and calls, fax costs, photocopying costs, rental of equipment and additional furniture, as well as secretarial services).

Documented proof of actual expenses will have to accompany all claims

Office accommodation is provided for each party, organisation or delegation in the World Trade Centre. Only basic furniture (tables and chairs) are supplied. Any other furniture required will, however, have to be rented from the Management of the WTC. Parties, organisations or delegations will not be allowed to bring in their own furniture.

Parties, organisations or delegations have to apply for telephone and/or fax lines to Telkom and costs will be for their own account. Application forms are available at the offices of the Administration who will facilitate the installation thereof.

The Administration cannot provide any equipment such as word processors, fax

machines or photocopiers or render any of these services for or on behalf of parties, organisations or delegations or their representatives. These must be provided for by each party, organisation or delegation. One photocopier will, however, be available for such services. Requests for copying will be attended to on a first-come, first-served basis and all copies made on this machine will be charged to the organisation at 20c per copy.

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meetings take place. Meas of support staff to delegates, their bodyguards, private secretaries or drivers or the support staff of parties, organisations or delegations occupying offices in the World Trade Centre will be for the account of parties, organisations or delegations. A tuck shop is available on the premises and all such support staff, private secretaries, drivers and bodyguards can make use of it on a cash basis.

PLANNING COMM/AGENDA
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NOTE:

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ADDENDUM F

TRAVEL AND ACCOMMODATION ARRANGEMENTS

It is recommended that:

Travel and accommodation arrangements for delegates and advisers only can be made on a prepaid basis through any of the travel agencies accredited for this purpose or the travel office in the WTC.

Original claims for transport and subsistence will have to be completed and submitted individually for each separate meeting by every delegate and adviser and be accompanied by original proof of expenditure. Only claim forms bearing the printed date for the specific meeting can be accepted.

Faxed copies of claims, flight tickets and hotel bills are unfortunately unacceptable.

No refunds will be made for telephone calls, valet services, bar charges, cigarettes or any claims for meals taken at hotels in stead of those offered at the World Trade Centre on the days of meetings.

When claiming for kilometres travelled it should reflect the shortest route.

Only refunds air fares in the economic class will be accepted. Bookings made through one of the accredited travel agencies may also only be made in the economic class. To facilitate problems experienced with travel, accommodation and transport a special TRAVEL OFFICE in the World Trade Centre will co-ordinate with the various agencies and assist delegates and advisers.

Hotel accommodation booked through any of the accredited agencies must please be made at least 48 hours prior to day of arrival. Should pre-booked accommodation not be taken up, delegates and advisers will personally be held responsible for the "no show"-fee charged. This also applies in respect of accommodation not used for the full period booked.

Hotel accommodation (when necessary) is only provided on the night before and/or after meetings.

Claims for 5-star hotels and/or suites cannot be accepted. Should delegates or advisers make their own arrangements for accommodation in such hotels, an amount equivalent to the tariff negotiated with either the Jan Smuts Holiday Inn or the Airport Sun will be the maximum that can be claimed.

When transport is required from airports in Johannesburg, requests should be made at least 24 hours prior to arrival.

No claims for car hire or chartered aircraft will be accepted.

Please note that transport between hotels, the airports and the World Trade Centre for official meetings will be provided only for delegates and advisers. Transport

cannot be provided delegates, their advisers or support staff to attend meetings elsewhere in Johannesburg or its surroundings.

PLANNING COMM/AGENDA

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Â® PROPOSED MEETINGS SCHEDULE

Planning Committee
Council
Planning Committee

FORUM

Planning Committee

Council

Planning Committee

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Planning Committee

Council

FORUM

Planning Committee

26 March 1993

30 March 1993

31 March 1993

01 April 1993

02 April 1993

15 April 1993

15 April 1993

16 April 1993

19 April 1993

19 April 1993

20 April 1993

22 April 1993

22 April

23 April 1993

26 April 1993

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03 May 1993

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07 May 1993

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17 May 1993

08h30 - 13h00

08h30 - 17h00

16h00 - 20h00

09h00 - 17h00

09h00 - 17h00

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Planning Committee

Council

FORUM

17 May 1993

18 May 1993

29 May 1993

24 May 1993

25 May 1993

27 May 1993

28 May 1993