

Item	TEXT	Action
	<p>PRESENT : BIZZAH, ZAMA, SELBY, JABU, HANS-PETER (Minutes)</p> <p>EXCUSED : WILLY</p> <p>COPIED TO : ALL PRESENT + WILLY</p>	
2.01	<p><u>INTERIM FINANCIAL PROPOSAL :-</u></p> <p>Handed over to NPA. Awaiting for reply.</p>	
2.03	<p><u>OFFICES :</u></p> <p>Pending till Willy is back.</p>	
2.08	<p><u>PACKAGE FOR PMU :</u></p> <p>Departments to work out structure for their own department for all positions required to fulfill the task for the department now and in the future (2 - 3 years). Required personnel to be listed. This will then be base for the recruitment plan and all expenses involved.</p> <p>Must be finalised till the PMU - meeting 10th Agust.</p>	
	<p><u>REPORTS</u></p>	
4.01	<p><u>FINANCE</u></p> <p>Finance position still critical.</p> <p>Expenses till today (29/8) 3.164.122 TAS.</p> <p>Received from Kaya 3.000.000 TAS.</p> <p>The matter will again be taken up with Kaya in the PMU - meeeting 10th Sept. The PM to invite Kaya.</p> <p>However we are still waiting for the budget - approval from Lusaka.</p> <p>The Finance Dept. to check up the deliveries of diesel/ Petrol and the routines for this.</p>	<p>BIZZAH</p> <p>SELBY</p>
4.02	<p><u>ELECTRICAL DEPT.</u></p> <p>The dept. waiting for the cables purchased through NPA.</p> <p>Also the el. materials ordered from Danchurch Aid is required urgently.</p> <p>ANC to send telex and ask when this can be expected.</p> <p>Design for a new el. workshop is not on the priority list. It has however been disussed that this could be constructed together with a welding workshop.</p>	<p>BIZZAH</p>

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4.02	Design to be made on a later stage. from planning dept. founds for the constru - ction must also be secured. Some poles between substation B and V1 to be inspected after the bushfires in the area.	
4.03	<u>MAINTENANCE DEPT.</u> The deptment very much understated . This will be reflected in the when the required personnel will be listed (see - item 2.08). The depart ment has prepared list for required fire-fighting equipment. Can anything of this be purchased locally? List to be handed over to Finance Dept. Need astatus report about the cylinders / kee system for the Somafoo Dormitories the situation is for the time being caotic. The internal tarmac roads in Mazimbu need urgent repair. Someone from Roads Dept. in Morogoro to be approached.	SELBY JABU " JABU
	<u>ANY OTHER BUSINESS.</u>	
4.05	Jabu and Mafu are the authorised people to order materials for Mazimbu. All orders to go to the site co - ordinator for approval.	
4.06	The Principal at EOC to be called for a meeting concerning damages made by students waste of water etc.	BIZZAH
4.07	Mr Stein Nilsen will for 2 - 3 weeks from 15th October volunteer and assist in the stocktaking for the el. items for the main store.	
	HP. ANFINSET. PROJECT MANAGER'S OFFICE.	

	MINUTES OF MEETING	No.
		nb. of pages
Name of Project	AFRICAN NATIONAL CONGRESS DEVELOPMENT CENTRE DAKAWA	
	SITE MEETING No. 41	
Place and time of meeting	DAKAWA 27th August 1990	
Present (Name representing)	Ngobese, Selby, Tosh, Karl, Jonathan, Arne, Leonard, Sipho, Phakamile, Vernon, Hans - Peter	
Excused	Zama, Willy	
Absent without Excuse		
Minutes sent to those present and	Bizzah/Dennis, Zama, Willy, NPA N.P.A.	
Next meeting	Contractors: Monday 3rd Sept. 1990, 9.00hrs ANC Sites : Monday 10th Sept. 1990, 9.00hrs.	
Remarks		

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41.01	<p><u>V2 Housing:</u></p> <p>Cl. B : House 1 and 2 : Now occupied. House 5/6 & 14: Still some small works left. House 10/11 : Need doors and locks. Painting ongoing. House 12/13 : Need locks. Painting completed.</p> <p>Cl. C : House 6 : Plastering completed. Painting to start. Need doors/locks.</p> <p>Cl. D : House 1 : Re plastering completed. Bees in one gable wall are delaying joinery works. "Bee - team" has to take them away.</p> <p>House 4 : Painting completed.</p> <p>Cl. E : House 2/3: Blocklaying completed. Reached the ringbeam level.</p> <p>Cl. F : House 19/20: Ringbeam completed. Trusses to be fixed.</p> <p>The SE will check the quantity of roofing sheets required for the remaining houses.</p> <p>Louvreblocks 44pcs are urgently needed.</p> <p>Waste for the handwash basins to be bought locally.</p>	<p>SE</p> <p>Phakamile</p> <p>Selby</p>		
41.02	<p><u>Day Care Centre:</u></p> <p><u>Creche:</u> The Joinery promised to start delivery of the long awaited hand rails this week. Maintenance to be taken up with Jabu. Money available.</p>			
41.02	<p><u>Nursery:</u> Ceiling problems solved. Will use plywood instead of chipboards. Floors completed last week. Work with the ceiling and painting ongoing. Materials urgent required:</p> <ul style="list-style-type: none"> - 2"x2", 250pcs. - Wall tiles - External and Internal doors. 			

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41.02	<p><u>External Works:</u> Waiting for the landscaping.</p> <p>Reinforcement 6mm on stock to be used for walkways.</p> <p><u>Kitchen Admin. Block:</u> Need the swingdoors from the carpentry.</p>			
41.03	<p><u>Electrification:</u></p> <p><u>V4:</u> Don't have the supply cable 3x16 to complete. All wiring done.</p> <p><u>V2:</u> About 65% of the el. works completed.</p> <p>For the ongoing works the department urgently needs outlets, sockets, lampholders etc.</p> <p>The department to make a list for needed materials for about 10 houses to be bought locally.</p> <p>Ex order for earlier ordered materials from Danchurch Aid to checked up.</p> <p><u>IVC 1:</u> Wiring completed for the Nursery.</p> <p>Don't have outlets, sockets etc. (As for V2)</p> <p><u>I2</u> : Wiring and conduits in progress.</p>	Jonathan		
41.04	<p><u>I3 Prefab Production:</u></p> <p>Production 14/8 - 27/8 - 90: 150nos panel (60x26)</p> <p>Deliveries - " - : 1700 nos, 15cm blocks</p> <p>: 1800 " , 10cm "</p> <p>On stock pr. 27/8 - 90 : 5590 " , 15cm "</p> <p>: 10.000nos, 10cm "</p> <p>Mould for the louvreblocs to be taken to Mazimbu Welding Workshop for repair.</p> <p>Required dobies to be produced in the prefab factory.</p>	HPA		
41.05	<p><u>Materials/Main Store:</u></p> <p>Two loads of timber received from Sao Hill since last meeting.</p> <p>About 6 - 7 loads of maetrialas still in Mazimbu to be shifted to the Dakawa Store.</p> <p>Machines from the Carpentry to be taken to Dakawa.</p>	Ngobese Karl/Phakamile Ngobese		

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41.05	<p>Lightning - system for the store will be started after the shed is completed.</p> <p>Stein will volunteer and assist in the stocktaking for the electrical items.</p> <p>Who is responsible and who has authority to order materials from the Dakawa Stores to Mazimbu? Routines?</p> <p>Consignment received for block 5, Mazimbu.</p> <p>Zama to identify the items.</p> <p>Need again paint for V2 and V4. White gloss, Cream gloss.</p> <p>To be bought locally?</p>	PMU		
41.06	<p><u>Transport:</u></p> <p>In operation for the time being:</p> <ul style="list-style-type: none"> - 1 Isuzu tipper - 1 Scania w/crane - 1 frontwheel loader - 1 bulldozer - 1 DAF truck, long chase <p>According to Selby, diesel shortage might infect the transport situation in the coming days.</p> <p>The daily coordination meeting with transport, store and site will from now on be in the afternoon.</p>	Zama		
41.07	<p><u>Garage Repair:</u></p> <p><u>Vehicles for Repair/Maintainance:</u></p> <p>Leyland tipper : Waiting for the rubberkit from Dar.</p> <p>Scania (Rocky) : Centre bolt broken.</p> <p>Scania (Hoss) : Airlock in dieselpump and el. problem.</p> <p>Roller : Waiting for the rubbers.</p> <p>Forklift : Need shaftseal.</p> <p>L6 : Need another injector.</p> <p>Crane : To be completed by NOREMCO.</p>	PMU		

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41.07	<p>Different kind of spares need to be supplied. Edmund will from now on be here fortnightly for the purchasing of the spares.</p> <p>Lack of qualified personnel; the garage creates big problems. Presently the garage has no qualified auto electrician. There is only one qualified mechanic and the garage need two more to fulfill the demands.</p>	PMU		
41.08	<p><u>Roads, Culverts etc.:</u></p> <p>Maintainance works for culverts and channels in progress. Need the roller and watertank for the road maintainance. Grading of grass bush along the high tension for subst. B to EOC, to be done urgently.</p>			
41.09	<p><u>Substations, High Tension:</u></p> <p>Cleaning in substation A in progress.</p>			
41.10	<p><u>Water Situation:</u></p> <p>No water during the week-end. Sunday electricity. Generator to be installed close to the pumps in plot 18.</p>			
41.11	<p><u>Maintainance V4:</u></p> <p>Work in good progress. Also some maintainance for the I3 offices ongoing.</p> <p>Project Manager's Office H.P. Anfinset</p>			