

Lum/073/0010/02

YOUTH CONFERENCE PREPARATORY COMMITTEE  
CIRCULAR No1/82 YC

PROPOSED (STRUCTURE) ANC NATIONAL YOUTH COMMITTEE/ SECRETARIAT

The proposed committee/Secretariat shall consist of ten members as follows:

1. Head/Chairperson
2. Deputy Head/Secretary
3. Head/Chairperson of Internal
4. Propaganda person/Head
5. Head/person in charge of internal mobilisation
6. Head/Chairperson(External)
7. Person in charge of Youth/student matters
8. Person in charge of International mobilisation
- 9.& 10. Administrative Secretaries (two)

Refer to diagram 101

The committee/Secretariat shall further be divided into three main units viz:-

1. Political commissariat
2. Internal Department
3. External Department

Proposed Duties of the Unit.

1. Political Commissariat

It shall consist of four members:-

- 1) The head of the National Committee
- 2) Secretary/Dept. head
- 3) Head of Internal Unit
- 4) Head of External unit

The Political Commissariat shall:-

- co-ordinate with the National Political commissariat
- Help (where necessary), in drawing up programmes of political education to all ANC units
- maintain a system of constant contact with all ANC units on political development of our Youth
- shall draw up political papers for explanation of contentious issues to the youth at home and abroad.
- shall (with the help of the rest of the committee establish a technical secretariat to help in the running of the office (whose duties shall be as outlined later)
- upgrade political orientation of our youth.
- see to it that NYC works collectively.
- shall liaise with Youth in Angola.



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## 2. INTERNAL UNIT

Shall consist of 4 members:-

1. Head/Chairperson
2. Propaganda person
3. Person in charge of Internal mobilisation
4. Administrative Secretary

(All the four members of the department shall have had some experience with internal work, preferably)

THE UNIT SHALL:-

- establish and maintain links with Youth & students organisations in South Africa.
- set up Youth Units inside South Africa
- set up propaganda units in all the Frontl Areas
- set up a Publicity and Information subunit based at HQ whose duties shall be outlined on page 4
- see to it that the Internal Youth is not divorced from the International scene
- suggest projects the Youth internally can be involved in
- structure out ways of mobilising internal Youth in favour of our struggle

## 3 EXTERNAL UNIT

Shall consist of 4 members:-

1. Head/Chairperson
2. Person in charge of Youth and students
3. Person in charge of International Mobilisation
4. Administrative secretary

(The head shall have had some experience in International work, preferably)

The Unit shall:

- organise Youth and students units of the ANC externally
- solicit internationally for political, diplomatic and material support.
- keep regular contact with the ANC youth units abroad (with assistance of the whole national committee)
- co-ordinate activities with the internal Department of the organisation.
- keep in contact with Youth Solidarity organisations and international youth & students' movements
- prepare material for conferences, international meetings etc.



- together with Political commissariat brief delegations attending conferences/meetings on behalf of ANC Youth
- organise internationally, commemoration of Youth events and other national & international events.

Special duties of Individual Members OF the ANC National Youth Committee

1. Chairperson/Head

1. shall represent directly the Youth in the National Executive Committee/ Working Committee meetings.
2. Preside in all meetings of the ANC National Youth Committee.
3. Shall inform the National Youth Committee of the proceedings at the working committee meetings.
4. Shall carry mandates from the NYC to the working committee.
5. Together with both the Internal & external Departments, shall have the right to demand reports (both verbal & written)
6. Shall have responsibility of convening meetings of the whole NYC at least once a month.
7. Shall see to it that constant communication is maintained with all Youth units of the ANC.
8. Shall be member of Political Commissariat.

2. SECRETARY/ DEPT Head

1. Shall act as head in absence of Head/Chairperson ( i.e. do all duties as described for Head.
2. Shall be Secretary of NYC
3. (In absence of head, one of the admin Secretaries to act as Secretary at NYC meetings)
4. Shall take minutes and shall be in in charge of all correspondence of the NYC
5. Shall update and brief the NYC on all matters related to correspondence.
6. Shall see to it that no correspondence is done without agreement of at least 3 other members of the NYC.
7. Shall be member of Political Commissariat
8. Prepare and distribute proposed agenda prior to meetings (24hrs)

3. HEAD OF INTERNAL UNITS

1. Shall represent directly, the Youth of the ANC in the RC meetings (political section)
2. Shall be responsible for convening Internal unit meetings at least every fortnight)
3. Shall be formal head and chairperson of the internal unit
4. Shall be responsible for informing the NYC of Internal unit matters
5. Shall see to it that all members of his unit work as a collective.



#### 4. Propaganda Person

1. Liaise with DIP
2. Be responsible for handling all propaganda matters.
3. set up propaganda units in Front areas and at HQ
4. See to it that Propaganda units in Front areas respond timely to situation inside the country.
5. Organise propaganda material to all conferences/meetings attended by Youth.

#### 5. ADMIN SECRETARY (Internal)

1. Take minutes at all internal unit meetings
2. Keep record of all youth activity internally
3. Should be responsible for the preparation and distribution of proposed agenda prior to internal unit meetings (24hrs before)

#### 6. PERSON IN CHARGE OF INTERNAL MOBILISATION

1. Study and know all Youth & students organisations inside the country.
2. Together with his unit (internal units) shall structure out ways of mobilising the youth at home in favour of our struggle.
3. See to the execution of suggested projects for internal Youth

#### 7. HEAD OF EXTERNAL UNIT

1. Shall represent directly, the Youth in the International Department
2. Shall be formal head & chairperson of External Dept.
3. Shall be responsible for convening external unit meetings at least fortnightly.
4. See to it that all members of External unit work collectively.
5. Shall act as treasurer together with international mobilisation person.

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#### 8 Students person

1. Should liaise with Education Dept and attend their meetings
2. Should together with his unit, help in the orientation of students especially those passing through Lusaka.
3. Should with his unit, create (where necessary) and maintain links with all student units of the ANC
4. Work out ways of promoting ANC students in Western countries where Governments do not grant scholarships to ANC students
5. Intensify political education amongst our students wherever they are to build in them a spirit of patriotism a internationalism and build them into true ambassadors of the ANC.



9. ADMINISTRATIVE SECRETARY ( External Unit )

1. Take minutes at all External unit meetings.
2. keep records of all Youth and students externally.
3. Shall be responsible for preparation and distribution of proposed agenda prior to meetings (at least 24 hrs before meeting)

10 INTERNATIONAL MOBILISATION PERSON

1. Shall see to it that all invitations to the ANC Youth are honoured.
2. Shall see to ANC Youth representation (with whole NYC of course) in international bodies.
3. Shall have all information on conferences/meetings attended by ANC Youth.
4. Shall see to it that all invitations to ANC Youth are approved by HQ based NYC
5. Act as treasurer with head of external unit.

GENERAL DUTIES OF THE NYC

1. Mobilise the Youth of South Africa internally & externally into the ANC.
2. Create ANC Youth Units externally
3. Help second Youth representative to all ANC missions abroad.
4. Create propaganda machineries for both internal and external consumption
5. Consult with S.G.'s office on matters affecting the youth.
6. All policy decisions should be taken by the whole NYC membership. In cases of emergency, minor decisions can be taken in consultation with at least four members (NYC)
7. The NYC should work out ways of constant consultation with regional Youth units, on all matters affecting the Youth, particularly cases such as suspensions & expulsions from duty.
8. See to it that also problematic issues confronting them are investigated
9. The NYC should see to it that all ANC Youth units are visited at least once every year for the purpose of briefing our youth on latest developments in the struggle and also to assist in resolving problematic issues confronting them.



10. The NYC shall report annually to the NEC on progress made to give the movement direction of growth of its Youth.
11. The NYC shall see to it that meetings of all Heads of Regional Youth Committees are held annually.
12. The NYC shall demand regular reports from all Regional Youth Committees at least two times a year, excluding the annual report, which is also compulsory.
13. Members of the NYC shall serve for a period of at least three years, to increase continuity.