

AFRICAN NATIONAL CONGRESS
CONSTRUCTION, PLANNING Er MAINTENANCE
PROJECT MANAGER'S OFFICE.

;Treasurer General.

African National Congress.

P.O.Box 31791.

Lusaka. 2nd February, 1990.

Attn: C.de T.T. m HE

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Please find enclosed the first document and a proposal 9" J 't''
date for the Planning Workshop on Dakawa (PM 4). Please
urgently confirm the dates and telex the Names of the Lusaka
participants.

Dear Comrade Nkobi.

I am sorry in delaying the passing on of the documents
to you, we where all very busy preparing for the visit
of our released leaders.

In the year of United Action for a Democratic South Africa.

Yours truly.

yWoJL/w

Oswald Dennis.

Projects Manager.

cc Head of Projects Mazimbu.V///

Head of Projects Lusaka.

PRIVATE BAG MAZIMBU. MOROGORO, TANZANIA

TELEPHONE: 4420/1/2/3 (Messages)

TELEX: SOMAC 55042 TZ

Planning Workshop on the Dakawa Settlement

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To be held in Dakawa, Tanzania during .'

Background

The planning workshop is being held under an agreement between ANC and the Norwegian Ministry

of Foreign Affairs (MFA). 1) in order to improve coordination and management of the development of

Dakawa settlement, and establish a work plan of future activities.

An underlying idea is to establish a Project Management Unit within the ANC which would take

advantage of Norwegian assistance as part of a learning process where inputs in terms of planning

and physical development of the settlements in Tanzania is the main training component for those

involved. This idea, which was expressed in a report by Hifab International. September 1988, has

been strongly supported by ANC. 2)

Towards this end, it is necessary to undertake a thorough appraisal of the situation facing the

development of Dakawa in a wide perspective in order to lay down fundamental principles, and

identify main factors which are likely to influence the situation in the future. From a general analysis

of problems and opportunities, efforts should be made to focus on the specific needs in the area 'of

coordination and management. This should be done in the first part of the workshop. In the second

part of the workshop a detailed plan of activities should be worked out based on the findings from

the first part.

Method

A visualisation technique based on the logical framework approach will be used throughout the

workshop.

Participant's

Because of the special workshop technique the number of participants should be limited to ten in the

first part of the Workshop. The participants should be either central decision makers or staff members

which will be directly involved in the follow-up of the outcome of the workshop. We would suggest

the following number of representatives:

2 from ANC, Zambia

3 from ANC, Tanzania

2 from NPA, Norway and Tanzania

3 from MM, Norway and Tanzania

During the second part of the workshop additional staff from ANC- and NPA should be called in to

participate in working out details.

A tentative programme for the planning workshop is enclosed.

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1) Reference is made to the agreed minutes from the meeting between ANC and MFA held in Oslo

on October 17., 1989 (paragraph 5.3 a)

2) Reference is made to the paper presented by the ANC Treasurer General, Thomas Nkobi, to a

workshop held in Dar es Salaam, April 27. - 28., 1989 (paragraph 2.1)

Programme for the Planning
Workshop on the Dakawa
Settlement 2% - 3/3- 90.

PART I OF THE WORKSHOP

Monday

1. Opening address by ANC and NPA
2. Introduction to the workshop methodology
3. Perspective analysis of current problems, based on a working paper by NPA to be distributed to the participants prior to the workshop

Tuesday

4. Analysis of problems (continued)
5. Analysis of opportunities and objectives

Wednesday

6. Development of a strategy for improved coordination and management of resources
7. Analysis of main factors likely to influence the situation in the future

PART II OF THE WORKSHOP

Thursday

8. Identification of main activities and corresponding external factors
9. Identification of organizational setup

Friday

10. Identification of main responsibilities of a project management unit and corresponding assistance to be provided by NPA

Saturday

11. Negotiation of agreed minutes from the workshop
12. Closing of workshop by ANC

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1. Reservation of workshop facilities, Dakawa or Morogoro

i! convenient conference room for 20-25 persons

.1 2 rooms for working groups 5-8 people

Important factors to consider

'k regular electricity supply

1k near to eating facilities

., 2. Reservation of accomodation for participants

. Monday - saturday

3 from ANC Zambia (by ANC?)

3 from MFA Oslo/DSM (including Hifab Intl)

2 from NPA'Oslo/DSM

1 Workshophoderator (Oslo)

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Thursday - sammay

W additional participants from NPA and ANC

Important point:

it regular electricity supply

3. Reservation of convenient eating facilities -

4. EquimIent

1'! 5 soft-boards. 1.25 x 1.5 metre

1k 2 flip-overs

1 20 sheets of brown paper 1.25 x 1.5 meter

1k copy machine -

iv paper for copy machine

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5 . Local transport

1' DSM - Monogoro '

1" Conference site - hotel - Dakawa

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mm AND mm SATISFACTORY.

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Item

8.

10.

Draft workshop programme plus
checklists to NPA/Oslo
Seminar programme with requests to
appoint participants to ANC/Oslo,
MFA/Oslo, NPA/Oslo, Hifab/Lunae
Reqmast to NPi/Tanzania to
organize logistics (attached
. check-list)

Request to appoint representatives
from ANC/Tanzania and Zambia

Appointment of participants for
part II of the workshop

Travel arrangements including
accommodation in DSM

"f"

Draftworking paper for workshop
to NPA/Oslo

Finalized working paper
distribmd to ANC/Oslo, Tanz.
and Zambia, WA/Oslo, NPA/Tanz.
and Hifab Intl.

Confirmation of arrangements
(participation, facilities,
'accommodation, travel , etc)

Action by

SSC 15. 12. 89

NPA/Oslo' 19m 10-14%

NPA/Oslo W 70-1-90

ANC/Oslo end week a 2.

ANC/Tanz. and week 34

mA/Tanz. -- -' ._,..._.

ANC/Zambia week a 4

MFA/Oslo "

NPA/Oslo "

Hifab Intl. "

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ssc sam' 22-1390

--NPA/Oslo m 24-1-90

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involved