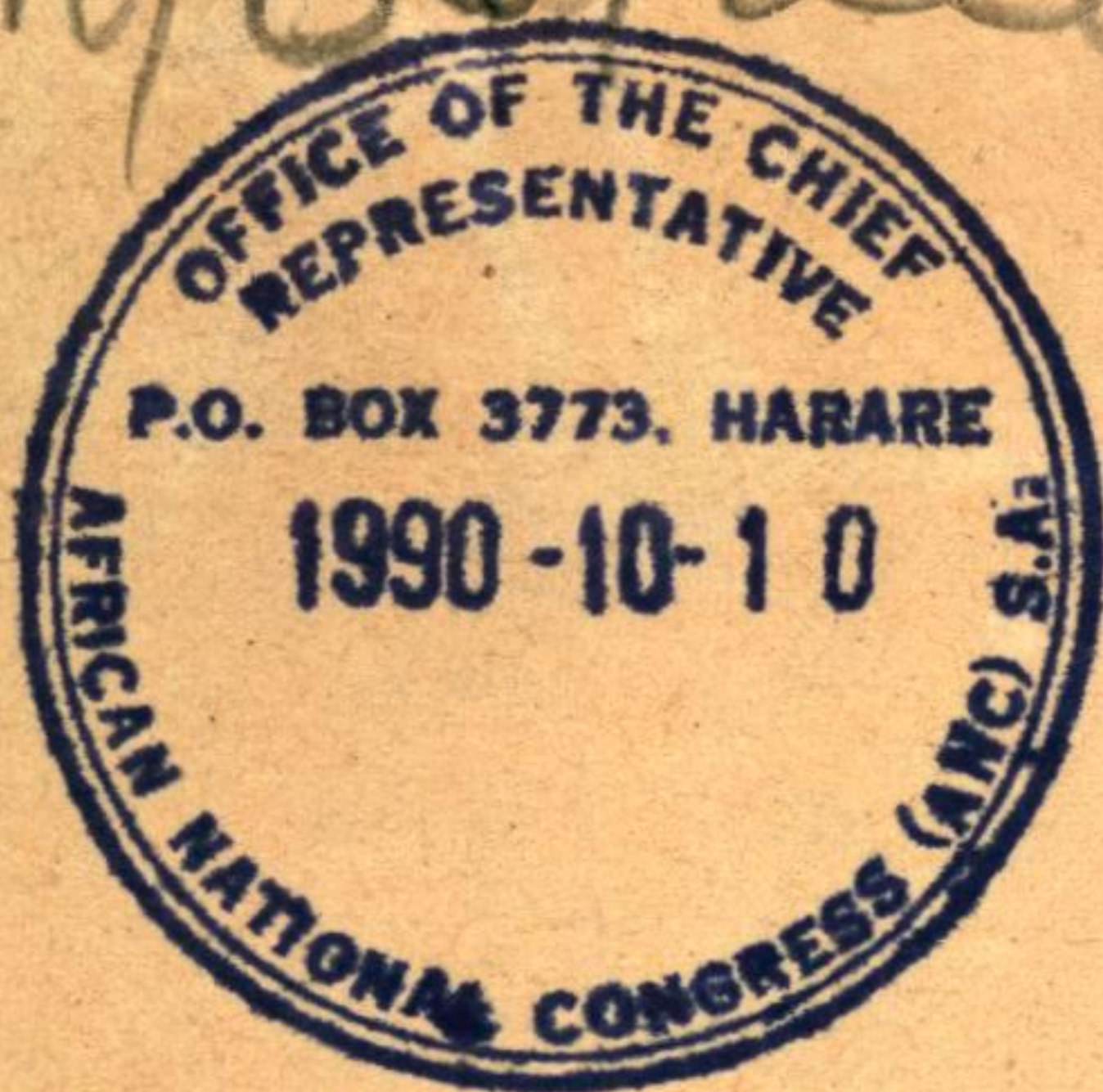


Zim/026/0008/08



Meeting With Helen Moko.

1. She has not received six-monthly reports for this year.
Has also not received last year's.
2. Need for Administrative Support.
3. Letter she wrote to Chokoi.
4. Office for Regional Education Committee.

REGIONAL EDUCATION COMMITTEE MEETING

THURSDAY 27th SEPTEMBER.

PRESENT. H. Langa (Chairman)

M. Mlongeni

N. Nene

J. Molefe

Thabiso

J. Appelraja

The meeting started at 2.30 p.m.

Agenda was adopted and agreed upon.

Reports

1. Education officer reported that the car designated for education had been parked at the Chief Representative house. There were delays in registering the car and it was agreed that cde Nomvume and Zolani should follow the matter. Chief Rep. would facilitate by writing any governing letters.
2. SIDA has decided to raise the stipends of its sponsored students at Dhaniko to 700 dollars. One of this was as a result of complaints and representations made to the organisation by the students, and the students were now demanding to be paid the new stipend. If this was done it would cause some difficulties and it was decided that
 - (a) ~~The~~ a meeting should be held with the students and the situation explained.
 - (b) cde Max was to ~~have~~ explain the problem to
3. The Education officer reported that she and the Chief Rep. had met Mrs Agnes Masitela of UNEPSA who had indicated that her organisation was willing to sponsor students through UNDP. E.O. to follow up this offer.

4. Chief Rep. reported that cde Joe Modise had indicated that they intended to sponsor 400 cde for studies in Zimbabwe. More details are required.
5. E.O reported that World Vision was willing to offer 50,000 USD for sponsorship, for the period Oct 1990 - Sept 1991.

6. Chief Rep. circulated a letter from Cd Heather, including her C.V. She is a Curriculum Development Specialist and is willing to do consultancy work for the ANC. It was decided that the offer should be studied more seriously before we commit ourselves.
 7. It was agreed that the 2nd + 3rd year Law Students could be sent for attachment to S.A. These included Laddy and Rachael Celile.
 8. Cdes Zweli Mkhize and Isaac Mthembu I.P.C. cde Nomvume will call cde Isaac Mthembu and interview him.
 9. The ANC will be sponsoring 6 candidates for a Six week Special course in Journalism.
 10. The letter from Cde Choabi re Mbeki children was discussed. It was agreed that cde Choabi should be informed that we have not decided to cut the sponsorship but have included them in our new props.
 11. The case of Nono Preege was discussed. Her husband Tshapo had left for further studies and she is left with the burden of looking after the house and children.
- There being no other business the meeting closed at 5 pm.

REGIONAL EDUCATION COMMITTEE MEETING.

THURSDAY 4th OCTOBER.

Present

H. Langa (chairman)

M. Mlongeni

N. Nene

L. Mapule

J. Molefe

The meeting started at 2.30 there being no minutes of the previous meeting available, the meeting went straight into discussions.

1. E.O. reported that there had been a vote of 120,000~~00~~ from World Vision. She suggested that we open an account for the banking of this money and to facilitate payment. The meeting agreed that this could be looked into.

2. E.O. had a meeting with Cde Jerry Salule, of the American Save-the-children-fund. They had discussed ~~about~~ the possibility of sending the children on a tour, say to Victoria falls during the holidays and the purchase of vehicles. The E.O. was to send in a proposal before the 11th October.

It was also reported that Cde Max had sent a similar request already, ^{for transport} to another funding body.

3. A meeting with the students from Danhiko, sponsored by SIDA was arranged for Friday 5th October, at 2.30, to be attended by E.O., Chief Rep. and Cde Jimmy. It was agreed that the students should be told categorically that they should not contact sponsors directly.

1) That they will not be getting the extra money from SIDA.

4. The case of Thandeka Khumalo was discussed. This student had been granted permission to travel to E.A. during the holidays, with the intention of fetching her children. She has not yet returned.
 5. The students who are finishing their courses need to be helped during the period between the ending of their courses and the beginning of the next course.
 6. E.O. had not paid the fees for the Mbeki children. She was urged to do so as soon as possible to avoid the risk of their being sent away from school.
 7. On the placement of 20 disabled cdes at Danhiko it was decided that proper investigations should be made first, about conditions at Danhiko before a firm commitment is made.
 8. Placement of 12 cdes from Mazembe at Danhiko 7 were recommended by the scholarship committee and 5 by the adult education unit. It was agreed that they should be included in the UNDP proposal.
 9. It was reported that cde Zolani has enrolled with the University for study and that cde Len Khumalo was understudying him. Permission was being sought from Lusaka to allow cde Len to work in the Harare Regional office. It should be explained to him that if he is to work in the administration office he would be entitled to free housing etc or he would be receiving a stipend from his sponsors, but he cannot get both. It was reported that cde Zolani was getting both and it was decided that he should be invited to our next meeting.
 10. Cde Peter, who is working in the REC. office was welcome, and he should receive the normal entitlements given to office staff.
- The meeting closed at 4.45 p.m.

Chief Representative

MINUTES OF REC meeting, held in the Chief Representative's office,
Thursday 19th July, at 2.30 pm.

Present: H. Langa chairperson.

cde Max Mlonyeni

Nomume Nene

Jimmy

Busi.

1. E.O. announced that there were no minutes ready for the meeting.
2. Chairperson said in view of the absence of minutes the meeting would be informal. He expressed disappointment that the minutes could not be made up to date.
3. Chief Rep commented on two letters written by Fr Cass, which had insinuations that were ^{uncomplimentary} ~~uncomplimentary~~ about the R.E.C.

Chief Rep. suggested that Fr Cass be called to a meeting with the REC at which matters would be clarified concerning Fr Cass's position and relationship with the ANC. A letter ~~was~~ would be sent to him.

4. Discussion was held regarding Doreen Mabaso's letter, in which she requested funding for her daughter, now studying medicine in Czechoslovakia. The meeting suggested that the Government of the Rep. of Zimbabwe was responsible for Ms Ushewekunze's education and it would not be wise for us to interfere. Chief Rep. was to write a letter to Mrs Mabaso.

5. Chief Rep. reported about CRIAA - willing to train staff for offices. The contact man is Michel Mallet. Dhaniko interested but more discussions necessary particularly with D.M.D.
6. Chief Rep would be joined by cdes Zolani and Nomvume in the afternoon when they visit our students at Hillside to give them instructions about vacating the residence.
7. Chief Rep is to write to Embassies giving them a 'verbal note' concerning their contact with A.N.C. members.
8. There was concern about cdes who came from Lusaka and started asking to be sponsored for courses in Harare. They need proper clearance from ~~Lusaka~~ Lusaka. They are to be advised to return to Lusaka and go through the proper channels.
9. Chairman announced that he would be going to Morogoro on 12th August on an evaluation exercise. The terms of reference of this mission will be circulated and cdes are invited to send in comments.

The next meeting was scheduled for Thursday 26th July at 2.30pm.

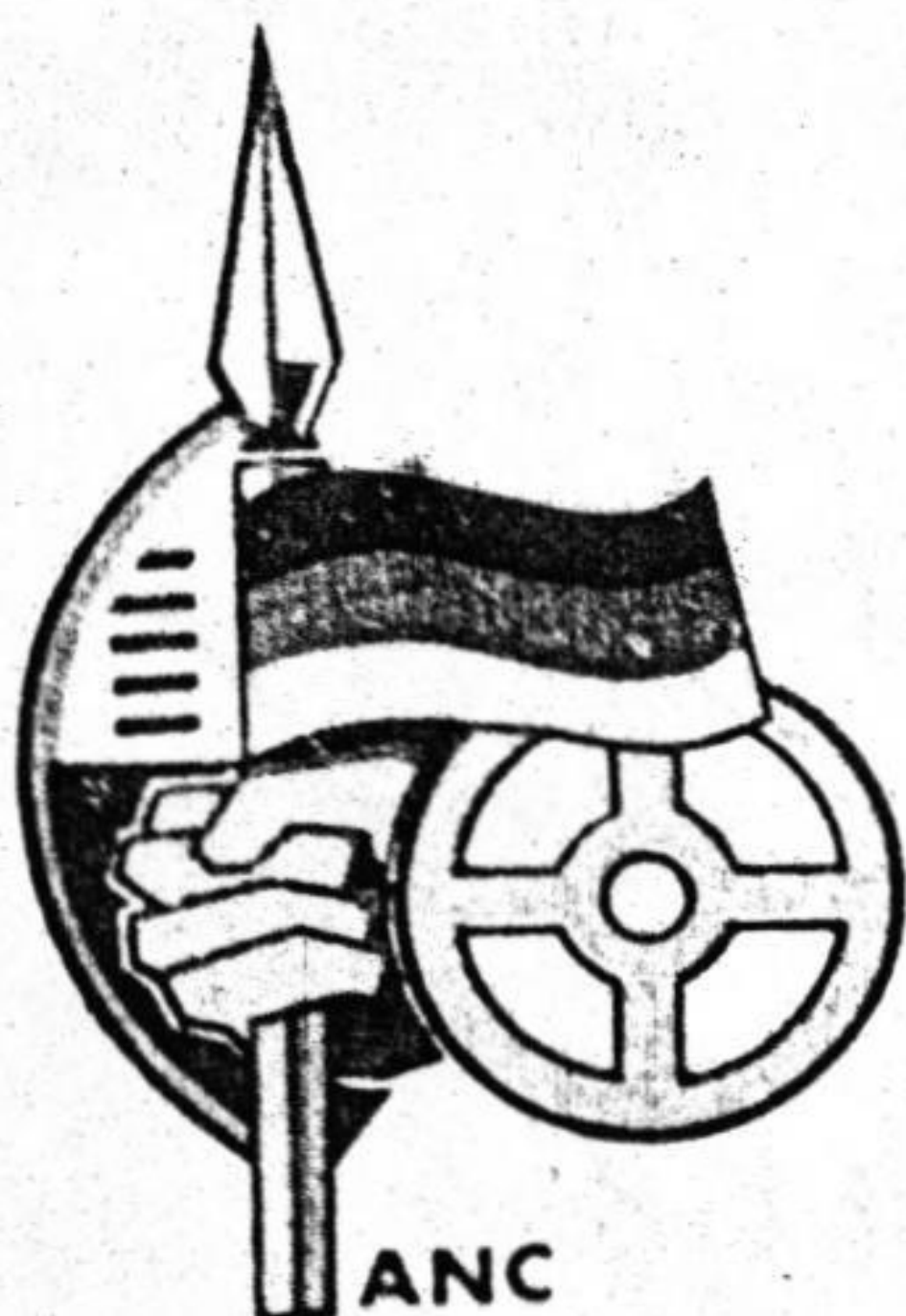
MEETING OF MEMBERS OF THE R.E.C WITH DHANIKO STAFF AND
STUDENTS, TUESDAY 17th July, 1990, at 3. pm.

Present. chairperson H. Langa
cde M. Mlongeni
N. Nene.

1. The chairperson opened the meeting and explained that certain circumstances had led to the postponement of the meeting that had been scheduled for Tuesday 10th July.
2. Chairperson explained that due consideration had been given to the students' requests to leave the hostels, but in view of the points put forward by the administration, the R.E.C had decided that students should not leave the hostels until the end of the year. The R.E.C was not able to advance rent for the house the students intended to hire.
3. There were no provisions for clothing allowance in the scholarships. The students however maintained that cde Helen McCue had promised them clothing allowance. The matter was deferred till more information was available.
4. Students complained that they were not given transport to go for medical attention & some had to hire taxis from town. The school did not refund them. The director explained that the school vehicle left at 8am daily for the city centre and it went again at

other times during the day. Students are supposed to make use of the school transport. It was felt that the matter should be left in the hands of the school to sort out.

5. Students wanted to know what the contingency fund was & what it was to be used for. It was explained that this was like an emergency fund and that medical fees and transport were drawn from this fund.
6. The use of CIMAS was explained at length.
7. It was agreed that in future students were to be given \$300 each as book allowance and they did not need to produce receipts in advance.
8. On the entertainment allowance it was agreed that this should be used for the benefit of the students as a group. Students themselves were to decide how the money should be used.
9. It had been brought to the notice of the chief Rep. that some students visited various Empassies on their own. This was unacceptable and must stop.
10. It was agreed that meetings with the students were very helpful and such meetings should be held in the future.
11. Students were informed that a group of reps from the Australian Govt funding body would visit Dhamakel on the 26-27th July. The meeting closed at 4.30 pm.



AFRICAN NATIONAL CONGRESS (S.A.)

OFFICE OF THE CHIEF REPRESENTATIVE
31 A Lincoln Road, P.O. Box 3773, Avondale, Harare
Telephone: 304855, 304879
Telex: 26281 RONA ZW

12 October 1990

TO WHOM IT MAY CONCERN

This is to certify and confirm that JIMMY DOUGLAS MOHOHLO is a bona-fide member of the African National Congress (ANC) and is based in Zimbabwe. He has the permission of the relevant structure of the ANC to get married to INES ZIELSKE, a citizen of Germany. Her address is:

Stillerzeile 37
Berlin
1162
UNITED GERMANY

I remain

Yours faithfully

MAX MLONYENI
CHIEF REPRESENTATIVE

cc: D.C.L.A.
ANC, Lusaka
ZAMBIA

(ii) S.G.O
ANC, Lusaka
ZAMBIA



FORWARD TO PEOPLE'S POWER!



APHEDA

Australian People for Health, Education and Development Abroad

Max Molenyeni
ANC Chief Representative
HARARE

With Compliments

Box 3, Trades Hall, 4 Goulburn Street
Sydney N.S.W. 2000 Australia
Telephone: (02) 264 9343
Telex: AA170338
Fax: (02) 261 1118



APHEDA

Australian People for Health, Education and Development Abroad

CHAIRPERSON: CLIFF DOLAN

Box 3, Trades Hall, 4 Goulburn Street
Sydney N.S.W. 2000 Australia
Telephone: (02) 264 9343
Telex: AA170338
Fax: (02) 261 1118

9 July 1990

Mr Humphrey Langa
Chairperson
ANC Education Committee Harare
C/- 31A Lincoln Road
Avondale Harare
ZIMBABWE

Dear Mr.Langa,

Further to our recent phone conversation I am writing to confirm the proposed review of the ANC scholarship program funded by APHEDA, based in Harare.

As you are aware some of the funds that APHEDA receives come from the Australian Government and in particular from the overseas development section of the Department of Foreign Affairs called AIDAB (Australian International Development Assistance Bureau). Funding for our program in the Front Line States and in South Africa is under a program called SAPSAN (Special Assistance Program Southern Africa and Namibia). The program has been operating for nearly three years now and government officials will be undertaking a review of the total program in the Southern Africa region. One of the components of that program is the APHEDA Scholarship Program administered by the African National Congress Education Committee in Harare.

The program review team will comprise of Mr.Bob Stensholt, Assistant Director General of the Evaluation Section of AIDAB, Mr.Paul Turner Director, Africa Section and Ms.Jan Hastings, Consultant in Training and Social Science matters. The team will be in Harare from July 26th to 28th 1990 and their program will be co-ordinated by Mr.Peter Vardos an AIDAB official based at the Australian High Commission in Harare, Zimbabwe.

...../2



ACTU

HUMANITARIAN OVERSEAS AID AGENCY

In the discussions that we had with the team prior to their departure we informed them in general terms only, of the thirty students that APHEDA is presently sponsoring through the ANC Education Committee in Harare. For your information APHEDA views these programs as;

- 1) The three year 1989 Scholarship Program involving fifteen students and beginning January 1989.
- 2) The three year 1990 Scholarship Program involving another fifteen students.

The two programs involve a total of thirty students.

The 1989 Program is in its second year and the 1990 Program is in its first year. Specific details of the names of the students on these two programs, the institutions where they are attending can be provided by Novume Nene the Administrative Officer for the ANC Education Committee.

In our further discussions with the review team we also indicated that they should visit some of the students at the training institutions. As APHEDA's work is primarily in technical and vocational training we suggested that they visited the Daniko School where a number of APHEDA sponsored students are training in carpentry, dressmaking and their 'O' level studies. We think that this would be quite an appropriate school to visit and I will write to the Director of the School and request permission for the review team to visit the students. However, I need to make it clear that the specific details of the team's program will be co-ordinated by Mr. Peter Vardos from the Australian High Commission in Harare and I suggest that you co-ordinate with him in relation to actual meeting with the Committee and a site visit to Daniko.

In the discussions that I had with Novume in April of this year she undertook to prepare a separate file for each of the students APHEDA is sponsoring. The review team may wish to look at some of those files and I suggest that these at least be ready. They may wish to check the academic record of the students, the institution payment receipts and evidence of payment of student allowances. As I understand it Novume was preparing a file for each of the students so that this information should be readily available not just only for the review team but for APHEDA as well.

As part of the 1989/1990 scholarship program APHEDA also provided a computer and a fax machine for use by the Education Committee. We also undertook to provide Novume with training in word processing use. To this end we forwarded a computer and a fax to the ANC in Zimbabwe in February. There has been some considerable delay in clearance of this equipment through the Zimbabwe Customs. Mr Eddie Funde, the Chief Representative in Australia and myself have been in touch with the Chief Representative in Harare and have also been in touch with the ANC Administrative Secretary regarding this matter. We believe that the Zimbabweans are now in the process of clearing this equipment and we feel that the equipment at least should have been delivered and preferably be in use by the end of July.

In accordance with our usual procedures I have also informed the Treasurer General, the Director of projects within the ANC Department, Mr. Mohammed Tikly and the Head of the Education Department, Comrade Choabe of the planned program review visit.

I have asked Novume, for the final list of the APHEDA sponsored enrolled students in both the 1989 and the 1990 Scholarship Programs. We are awaiting details from her in order that we can provide the correct information to the review team. This matter needs to be attended to in the very near future and I look forward to your assistance with this detail. Should there be any further matters in relation to this please don't hesitate to contact us either by fax machine or by phone. If I can be of any further assistance please don't hesitate to contact me.

Yours sincerely,



Helen McCue
PROGRAM DIRECTOR

c.c. Mr. Eddie Funde, ANC Chief Representative, Sydney
c.c. Mr. Max Molenyeni, ANC Chief Representative,
Zimbabwe
c.c. Mr. Mohammed Tikly, ANC OTG
c.c. Mr. Choabe, Department of Education

file

APHEDA Assisted ANC Scholarship Programme Progress Report 1990:
Regional Education Committee (REC) Zimbabwe

1.0 Introduction

FILE.

1.1 The programme which is in its second year of implementation has been expanded in coverage in terms of scholarships, administrative training support and equipment.

1.2 A full-time Regional Education Officer (Nomvume Nene) who came into post in March 1990 has greatly alleviated the work of the Committee. The Officer is responsible for administering the scholarship programme on behalf of the REC to which she is accountable.

2.0 The Scholarship Programme

2.1 The programme provided for a total of 31 students in 1990. (refer attached list of names, course followed, Institution attended and anticipated date of completion).

2.2 To date, five students have successfully completed with one, M. Zokwe (A Level) having left in April for further studies in Australia. The other four are:

G. Bopela	- Computer Studies
J. Mtimkulu	- Refrigeration Course
T. Matshe	- Computer Studies
M. Mabaso	- Computer Studies

2.3 The scholarships provide for a standard monthly stipend (Z\$650) and a Book Allowance (Z\$300). Child and accommodation allowances are also catered for. A financial statement covering disbursements is provided separately by the Regional Treasurer, and is attached.

2.4 Student progress to date has been generally good. A note on student progress at the end of the first year of study follows:

3.0 Administration

3.1 Given ^{the}immense work load of the existing Regional Education Officer who has to deal with all aspects of the scholarship programme, administration, liaising with resident donor organisations, educational institutions and students, it was considered that two additional Officers be recruited to the work of the Committee.

3.2 The Committee accordingly requested ANC (Lusaka) to identify an additional Administrative Officer to assist with the financial management of the programme. The Officer is presently in place but no budgetary allocation has been catered for the post as yet.

3.3 A third Officer would be responsible for general secretarial and Office duties. Both these Officers are now in place and it is proposed that Apheda urgently consider funding for the two additional staff members. A job description and costs for the posts are attached.

3.4 It is proposed that the Administrator (Finance) be at the same level for salary purposes as that of the Regional Education Officer ie Z\$1.500 per month. Secretary at Z\$1.000 per month. At present, both the Officers are being supported temporarily by the ANC Treasury. The installment of the Officers on a regular salarised basis is both essential and urgent.

3.5 Both the computer and fax machine have been received having been cleared through customs by the ANC.

4.0 Training

Training in computer use has not been initiated as yet as it was considered appropriate to await the installment of the above two additional staff members before starting the Training. As soon as the issue of their funding has been resolved, it is intended to utilise the offer of APHEDA of having a Computer specialist undertake the training.

However, the original proposal of having the Trainer brought from Lusaka is no longer feasible as the individual has been earmarked for further education in the U.K. A local (Zimbabwean) would therefore need to be identified.

JOB DESCRIPTION

Regional Education Committee (Zimbabwe)
I. ADMINISTRATIVE OFFICER (FINANCE) (AOF)

The Officer will work in collaboration with the Regional Education Officer (REO) and an Administrative Secretary. All three Officers work under and are accountable to the Regional Education Committee. The Officer will be responsible for all financial matters relating to the work of the Committee.

Duties

1. Maintain records of all payments made to students - to be kept in the students file eg. College fees, stipend, allowances etc.
2. Compile six monthly Reports on disbursements and balances held.
3. Compile annual financial statements which would reflect acquittal of funds. These would be submitted for auditing annually.
4. Keep a record of all project inventory equipment etc and general assets which should be maintained regularly.
5. Participate with the REO in meetings with donors on financial issues receive funds on behalf of the REC and maintain a record of Bank Statements.
6. Issue Requisitions for payments by the Regional Treasurer - Records of which to be maintained by the Officer for the inspection of the Committee.
7. Liase with students on all financial requirements.
8. To be trained in appropriate Computer spreadsheet programmes to which all financial records will eventually be transferred.

2. Administrative Secretary

The secretary will work under the REO and AOF, and will be responsible for maintaining all records of the office in a systematic manner.

Duties

1. Liase closely with the REO on all Office duties eg. filling, typing, telephone, fax, telex, messenger duties post etc

2. Typing , word-processing of all correspondence. Training in the latter is obligatory.
3. Liase with students in the absence of the REO on welfare attendance etc.
4. Visiting schools, creches etc on a regular basis.

PROJECT PROPOSAL FOR APHEDA SCHOLARSHIP PROGRAM FOR YEAR 1991/92

NAME	COURSE & DURATION	COLLEGE	TUITION	SETTLEMENT & STIPEND	BOOK ALLOWANCE	TOTAL
1. Punila Matshaya	"O" Levels	CCOSA	1200.00	8300.00	300.00	9800.00
2. Tabisa Tshangana	"O" Levels	CCOSA	1200.00	8300.00	300.00	9800.00
3. Nothando F Mnlalapata	"A" Levels	ILSA	1400.00	8300.00	300.00	10000.00
4. Nonkululeko Sineke	"A" Levels	ILSA	1400.00	8300.00	300.00	10000.00
5. Patricia Gumede	Dress-making Designing	Polytech	1200.00	9800.00	300.00	11300.00
6. Koleka Njokweni	"O" Level	ILSA	1400.00	8300.00	300.00	10000.00
7. Monica Phambo	Social Work	Sch. of Social Work	1350.00	9800.00	300.00	11450.00
8. Pamela Makupo	"O" Levels	CCOSA	1200.00	8300.00	300.00	9800.00
9. Vincent Manda	"A" Level	ILSA	1400.00	8300.00	300.00	10000.00
10. Maureen Luke	Computer Studies	Speciss Colege	1400.00	9800.00	300.00	11500.00
11. Tebogo	"O" Levels	ILSA	1400.00	9800.00	300.00	11500.00
12. Nono Peele	Social Work	Sch. of Social Work	1350.00	8300.00	300.00	9950.00
13. Albert Makhado	"A" Levels	ILSA	1400.00	8300.00	300.00	10000.00
14. Peter Moropeng	Computer Studies	Talk Computers	1500.00	8300.00	300.00	10100.00
15. Nombewo Siseko	Computer Studies	Speciss College	1400.00	8300.00	300.00	10000.00
16. Ella Sibanda	Diploma in Tailoring	Speciss College	1200.00	9800.00	300.00	9800.00

TOTAL Z\$ 165000.00

THE REPORT OF THE CHAIRMAN, REGIONAL EDUCATION COMMITTEE, ZIMBABWE.

This report covers the operations of the Committee for the period March 1990, when the present Committee was inaugurated, to Dec. 1990.

This has been a hectic period during which we achieved a good measure of growth, both in terms of the number of students sponsored and in the amount of sponsorship received from the funding bodies. This was in reality a quantitative increase, but I think we should direct our energies in 1991 towards the qualitative aspects of our work and the re-shaping of our objectives.

At the same time I feel we ought to streamline our operations in order to achieve greater efficiency, so that our student population may benefit in their studies as well as in their personal development.

I would like to express my appreciation to all members of the Comm. for the part you have played in attending meetings, in your discussions, and for the interest you have shown in advising and guiding our younger comrades who were going astray. Many of you have sacrificed YOUR time often leaving your studies or your work, to attend these meetings.

I know only too well that the task of being a member of the Comm. sometimes leads to frustration, or disappointment or crisis, created by individuals in some instances, or by our own organisation at other times. Sometimes we meet with hostility, abuse, unfair accusations and ingratitude. Our job can be a thankless task. But in spite of the negative aspects, one of the comforting thoughts is that many students do appreciate our efforts, and we are helping to equip comrades with the necessary skills and expertise so that ultimately they can play a meaningful role in the development of South Africa.

We have enjoyed the fullest support of the Chief Rep. Cde Max Mlonyeni, who in spite of his very busy schedule and commitments has been able to attend almost 95% of the meetings.

You will forgive me if I have to mention the contribution of Cde Nomvume who assumed office in March 1990. She inherited an unenviable and confused office and found that files and records were not properly administered. It took her quite some time and effort to introduce a proper working order. She also spent a lot of time establishing an office and equipping it with furniture and stationery, and in establishing a proper routine and working hours for consultations and payment of stipends to students. She worked hard against tremendous odds. For all these we extend our gratitude and appreciation. It is only natural that during our operations, under such difficult conditions we should make some mistakes and omissions. We must be aware of these and try to avoid them this year.

The next part of my report will be given in sections.

1. STUDENTS.

a) In the past we have not been very particular about the calibre of students we sponsored, since we felt committed to help South African students irrespective. We did not do much counselling work before the students were offered sponsorship. It seems to me that we must formulate criteria to be used in sponsoring students. I propose a few of these as guidelines.

- i. Acceptability of the individual
- ii. Appropriateness of the course
- iii. Consideration of the Cde's age, background ability and aptitude.
- iv. Commitment and contribution to the community.

These criteria complement one another, but in some cases they may conflict. Where they do we should try to strike a balance or compromise in the interest of the student. I mention these criteria because part of our responsibility is to help the student as an individual, to bring out the best in himself.

New applications should continue to be presented to the committee by the education officer for discussion so that a collective decision may be taken.

- b) Once a student is enrolled in a course he should be assisted to succeed. We must monitor his progress regularly and if the student appears to have any problems we try to counsel, guide and advise him so that he should derive the maximum benefit in his studies.

Where a student is not attending regularly appropriate measure must be taken without delay to remedy the situation.

I recommend that in 1991 we must have a functional file for each student which should include the student's photograph, personal information and academic records.

- c) We should be aware of the finishing time of the course of each student so that proper arrangements should be made in good time about his advancement to the next course. The awkward period seems to be the interim gap before the results are received. Some students continue to receive their full stipends, even though their courses have ended. Is this the correct thing?
- d) The influx of students before proper arrangements have been made about their sponsorship creates problems, which give rise to strong feelings that the education Committee is not competent in its functioning and many students become frustrated.

2. FINANCES.

We have had some problems with the administration of some of our accounts. This has been caused largely because there were no clear guidelines indicating who was responsible for specific areas of our accounts. The result was that whilst there continued to be intense bickering between the Reiononal Treasurer and the Education Officer, the students suffered. This was the case with the Apheda funds.

It is imparative that we should have up-to-date information about the students studying in each programme. Records should indicate exactly how much is spent on each student, in terms of tuition, settling allowance, stipend, books etc. This is one the conditions required by the funding bodies. Some of the funding bodies expect that the Education Officer will prepare monthly acquittals of funds received, spent, and that remaining in the account. Failure to comply will jeopardise the release of subsequent funds.

We must follow proper and accepted procedures of ^{Bookkeeping/}accounting, and in this regard we must enlist the assistance of trained accountants, so that financial statements can be presented in a manner acceptable by the auditors. I recommend that we should have our accounts auditted internally every three months.

3. Among the constraints hampering the work of the committee are :

a) The lack of transport.

The Education Officers need adequate transport to do their work.

b) Lack of office space.

At the moment three officers are crammed into a tiny office, where ~~ther~~ there is hardly any space to move or work. Adequate space should be allocated when the present renovations are completed.

c) Lack of office facilities.

Members of the committee have been doing their own typing because of the lack of typing facilities. It is hoped that this situation will be remedied when the new offices are in use.

The installation of fax facilities and computer services will greatly improve our communications.

4. There is an urgent need for us to meet our ~~deadlines~~ deadlines for the following.

- a) Project proposals
- b) Financial reports
- c) Half-yearly and annual reports.

5. Contact with Head-quarters.

We do not seem to get much response from the secretary of education in Lusaka. Several letters have been sent to him but these have not been ~~re~~ replied to. However we have more response from Cde Freddy Ramaphosa.

6. Full-time staff.

With the arrival of Cde Trevor Mooki our manpower requirements have been improved. He will now be responsible for the finances, while Cde Nomvume will deal with matters related to sponsors and students. Cde Peter will continue to deal with office routine matters.

7. Other areas which we must address ourselves to are,

- a) Danbiko students
- B) Student Medical Aid Schemes
- c) Students living in the guest houses.
- d) Inventories of furniture.

H.M. LANGA.

20/12/90.

2 Brackenhill Close,
Colne Valley,
P.O. Chisipite
HARARE.
8th January, 1991.

The Education Secretary
Cde Seretse Choabi
Department of Education
P.O. Box 31791
LUSAKA.

Dear Cde Choabi,

It is with deep regret that I tender my resignation from the chairmanship and membership of the Harare Education Committee, with effect from the end of February, 1991.

I have served on both the Lusaka and Harare Education Committees for a combined period of fifteen years, but due to pressing personal circumstances I am unable to continue.

May I take this opportunity to thank the Organisation for the privilege of serving on these committees, and I wish to assure you of my willingness to assist in educational matters whenever my participation is required.

Wishing the continuing Committee much success in its endeavours.

Yours in the struggle.

H. Langa
Humphrey Langa.

cc. Harare Education Committee.