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Internal Memo

To: Cde Manala, Political Secretariat

From: Presidents' Office Researcher

Date: 18 August 1993

Subject: Job description of Researcher

I have approached the job description of the research co-ordinator from the perspective of the Ten Point Programme. Over the period covered by the Ten Point Programme, what are the tasks that the Research Co-ordinator should be doing in the Presidency? How can he/she equip the Presidency, Principals and staff, to tackle the Ten Points?

Firstly, on the combination of the Media Analysis and the Research Co-ordinator, as the job descriptions are written, most of the work of the Media Analysis Co-ordinator falls outside of the brief of a researcher. Points 1,2,3 and 5, dealing with press image, liaison with DIP and Public Relations and co-ordination about press conferences etc will have to be allocated to another member of the political staff, or possibly dealt with by getting DIP to nominate a member of their staff with whom the PAs can liaise in this regard.

The task of media analysis must be tightly defined. What is required is an analysis of printed media, including journals such as Work in Progress, South African Labour Bulletin, The Shopsteward, Vrye Weekblad, IDASA newsletter etc. The job description should identify the sources that should be regularly referred to. For this to be done properly, it will place time limits on the number of additional projects that the Researcher can handle.

In addressing the Principals' needs over the next six months, the most obvious area of research would be on the political scene over that period. This area of political information about the election campaign; about the oppositional organisations and particularly the attacks on the ANC from these quarters is not

research that has to be done from scratch in the Presidency. The Elections Commission is in the process of setting up a Research, Information and Intelligence Co-ordinating Structure. Should the Research Co-ordinator sit on this structure? Or should we in fact allocate the regional co-ordinators work to Jessie, who is in any event serving on the elections commission and has her fingers on the regional pulses.

Another obvious area is that of the need for reconstruction and the issues on the ground that require the attention of the ANC as an organisation committed to reconstruction and empowerment. To a certain extent this would be covered by the information from the elections commission dealing with issues from the regions. It would have to be extensively supplemented by the media analysis.

In thinking about the job descriptions I am not convinced that the PAs' tasks are most productively structured and proposed that an area of specialisation needs to be allocated to each one. This is consistent with what we have done for Cde Eddie, and in practice for Jessie with her work in Elections. The area of reconstruction must be addressed by the Presidency, through more than just media analysis. Perhaps the task of the third PA? The area of building meaningful alliances at all levels requires particular attention in the Presidency, especially as in our work so far, the labour movement and working class formations are seriously neglected while attention is paid to capital and elite organisations. This is a theme that needs to be incorporated into the media analysis, with journals from the unions and labour movement etc being included in the sources.

It is vital to monitor peace and stability within the Presidency - and would obviously be a key component of any media analysis. The Research Co-ordinator would not have to do research herself but rather liaise with the MK/Peacework Co-ordinator and with Cde Sydney in this regard and draw on newspapers and

journals reports.

The research co-ordinator's job description could be:

t to produce such a weekly news analysis and periodic state of the nation analyses, using specified sources and focusing on the following topics:

political scene in South Africa;

reconstruction - social, economic and state;

ANC alliances in political scene and civil society;

peace and stability;

t to do this through accessing material that can be made available through Research Dept, Nat Research, Elections Research, Information and Intelligence Co-ordinating Structure in the following ways:

t to serve on the Elections Research Information and Intelligence structure in order to access research done by the structures under it;

t to serve on the Research Library Committee and the Library Acquisitions Task Group;

t to liase with Research Dept and researchers in other ANC departments in order to be able to access research being done within those Depts;

t to process all research-type documents, referring them to the Library, other departments and dealing with those relevant to the weekly analysis

his/herself;

t to liase with researchers and institutions outside of the ANC on particular topics;

t to co-ordinate briefings by specialists and heads of depts for the Presidency in liaison with the Political Secretariat.

t to refer to The Star, Weekly Mail and Guardian, New Nation, Sunday Times, Work in Progress, South African Labour Bulletin, The Shopsteward, trade union news letters, Umsebenzi, The African Communist, Democracy and development, Idasa Democracy in Action, etc

t to provide verbal breifings to the President, Deputy President

and National Chairperson on relevant topics;
t to work closely with the Political Secretariat, attending
meetings where possible and where relevant, and receiving through
that structure, proposals for topics as suggested by the
Principals, Director and the Political Secretariat.

JAS/18 August 1993