

LuM/034/0002/22

ADMINISTRATION MEETING.

12/05/92

Present: Alfred Mogane Admin Sec.

Gavin Lobelo Protocol/education

Awolo Mogau Treasury

Xolani Mankayi

Chairman Alfred Mogane

Secretary: Xolani Mankayi

Agenda: Allowances + food supplies

: Cutting of petrol for military vehicles

: Any Other Business

a) Post

b) Star Furniture

The chair opened the meeting by briefing Awolo about the Agenda and the other issues which were decided upon since Awolo left.

The minutes of the last meeting were read and some corrections were made and after that they were adopted. The secretary was told to arrange his minutes in the manner he used to. This was necessitated by the fact that the minutes he read at this meeting were disorganised and not up to the standard of his last minutes, it was as if he is reading from notes.

The chair explained that the budget was made flexible for accomodating technicalities which might arise. That even now there are people who are still here and having genuine reasons for being here.

That all persons to be given supplies are to be interviewed in order to be clear about whether his/her is registered/cleared for repatriation or not.

That the budget was done for \pm 300 because there were about \pm 400 people and about \pm 100 have already gone home. That the Mission has to find out who are going on Friday except Zweli, Desert, Mohapi, and Tony.

Military.

It was felt that the military people have to be cut from receiving petrol except Menchecker and Haggar. That before doing so Menchecker has to be consulted in order that he helps by collecting all the cars from his people since they must be handed in safe.

That since they have been already issued with petrol stamps for this week the next week they have to be cut completely.

That Comrade Menchecker will only be spared until he fulfills the task of transporting the comrades from Zimbabwe and Botswana to Tanzania and after that he will also be cut from receiving petrol.

That also Comrade Haggar was told to talk to the chief because he said that although his name is out he wants to first make sure that all the medical equipment is transported to Uganda. It was explained that the export forms are already out so he must transport the said medics.

It was agreed that they will not be given money anymore.

The other issue which was raised was that of the flats that comrades are openly selling mandrax.

- that the question of not paying the electricity bills for the flats is out because they are going to mess-up the place with charcoal, infact already they have done so and that some places/rooms need to be maintained before renting to other people.

That no allowances or supplies until next week because they will not go.

It was also explained that there are people who are serious with their studies e.g. Welile Jack who has already moved out of the clinic and is renting a servants quarter and that he does not depend on the movement anymore now. It was questioned as to what are the other ones doing except to sit in the flats and wait for supplies and allowances whilst doing nothing.

That also patience came to ask to be allowed to stay in the flats because she claims that she is to undergo an operation and therefore is afraid that her belongings might be stolen since she will leave her children only. It was explained that she is telling lies, she only wants to stay in a 'safe' place since the clinic is to be sold so there is no operation. That she was told to see Comrade Awolo. It was explained that even if her reason was genuine presently there are no empty rooms available.

Post/Mail

After a lot of arguments on the question of the delivery of mail it was felt that instead of engaging Comrade Kgosi full time we must engage Pangaman on full time basis and Kgosi to be on stand-by.

That delivery should be done every afternoon.

That instead of keeping letters in different places they should be kept only in one place and that is at Siphiwo's office.

That for posting letters petty cash is there and will be utilised. That a register of all letter and their destinations should be kept.

That the lady who applied for work will be interviewed on Friday if she comes.

That also Mike's sister is just from college and should be also be interviewed on Thursday. That the appoint ment should be made informal.

That mailny they will be responsible for typing non-confidential letters, attend to telephone switchboard and reception work.

That somebody promised to arange a package which will show clearly the structure of payment made to the local workers by their employees. The average payment for each category work/specialisation and the gross and net pay and the allowances involved (i.e. housing, transport, etc).

That the typist when employed should be told that the job is not permanent so is free to apply for other jobs whilst still working.

That the there are already 2 people who are learning how todrive and oen of them has already payed whilstthe other one took a proforma.

Some concern was raised about the way the oldman (Mazwi) is conducting his classes that he does not start by giving theoretical classes but rather goes stratight to practicals, and this gives a dange of making unnecessary accidents. That a room has to be made available for him to start teaching his students theory before going to practicals.

It was also mentioned that infact he should not even start straight on the road but should start at a ground/stadium to aquaint students with basics,

David

That Mencherker said he handed Siphiwo and David to the office and that he does not have anything to do with them now,

It was explained that they were not handed over by him but Siphiwo applied for the job and was interviewed and accepted. That David also applied but was turned down due to the limited number required to marn the office.

That a letter must be written to him (David) inviting him to a meeting with the administrtion tomorrow 13/05/1992 or 14/05/1992.

That when we talk to him we must not firt argue his activities but tell him the decision and then if he argues should tell him his dubious activities.

LUNCH.

It was explained that it is high time that the office should provide lunch and that it can be cooked by one of the cleaners from 11.30 to 12.30.

That John should be the one who is to cook. because of his cleanliness. It was asked as to where are we to get the money for lunch because they are going to argue that why do we take money for lunch at the same time getting some money. It was resolved that we should wait until chief comes and that the gate leading to the back has to be installed for security reasons.

Matters to be followed up.

1. Interview of Mrs Ncube on Friday
2. Interview of Mike's sister on Thursday
3. Buy ribbons for the second machine
4. Find out who are the others leaving on friday (list)
5. Cutting of petrol next week for military cars
6. Haggar to be asked how far with transportation of medics
7. Menchecker to assist with the collection of cars after cutting of petrol
8. After Haggar/Menchecker finishes their tasks cut petrol
9. All outgoing mail to stay at Siphiwo's Office.
10. Arrange a room for Mdala to conduct theoretical lessons
11. Structure of payment of local workers
12. Tell typist job not permanent
23. Register for outgoing mail both hand delivered and postage
24. David to come back after a week (went home)