

(RSW/010/0012.12.

ND

THE REPORT

OF THE AD-HOC COMMITTEE

TO THE 2nd MEETING

OF THE

BOARD OF TRUSTEES OF THE RDT.

TABLE OF CONTENTS

	<u>Page</u>
A. Introduction	2
B. The establishment of the RDT	3
i. The role of the NCCR Dissolution Committee *	3
ii. The national office	3
iii. The Board of Trustees	4
iv. Registration of the Trust	5
v. Finances	5.
vi. Administrative Procedures	9
vii. Assets	10
viii. Staffing	10
ix. RDT Letterheads	11
x. Legal Services	12
C. Activities of the RDT	12
1. The European Union	13
2. The UNHCR	14
3. Kagiso Trust	15
4. Genmin	16
5. CUSO	16
6. The IDT	16
7. The SACBC	17
8. The SACC	17
9. The Lutheran Federation	17
10. The IESC	18
11. The African National Congress	18
12. The PRPC	18
13. The NRF	19
D. Guidelines for the RDT Training Programme and the Loan Scheme	19
E. Conclusion	19

A. Introduction.

The constituent organisations in the now dissolved NCCR (ANC, AZAPO, PAC, SACBC, SACC & WRCP) decided on April 1 1993 to establish an independent trust that would cater for the long-term developmental needs of the returnees. To that end, a committee comprising representatives of the three liberation movements was set up. This committee decided to constitute itself into an Adhoc Committee to set up the Trust.

We are pleased to report that that trust is now in place in the name of the Reintegration and Development Trust. The members of the Board are The Hon. Bishop Stanley Mogoba (Chairperson), Mr Sedupe Ramokgopa (Deputy Chairperson), Professor Mohale Mahanyele, Mr Jackie Selebi, Ms Patricia De Lille, Mr Nkosi Molala, Mr Mosebjane Malatsi and Mr Bongani More.

However, in spite of the groundwork already done (as this report will show), the trust has not as yet become functional in terms of service delivery to our clientele. Nevertheless, we must state clearly that the prospects for the trust are very bright.

The Adhoc Committee realises that its function has come to an end, and would request the RDT Board of Trustees to now take over full responsibility for the affairs of the Trust.

3.

B. The establishment of the RDT.

i. The role of the NCCR Dissolution Committee.

The RDT would not have been in existence today were it not for the kind support we received from the NCCR Dissolution Committee. This support came in the form of money (R500 000 donation) and capital assets.

However, we must point that not all the money and assets pledged to us by the NCCR Dissolution Committee have been released. We now understand that the remaining assets have been put up for auction.

* Who handled that.
AME, PAC, & AZAPO

- Recommendation.

We would advise the Board to have the issue of the outstanding money and assets pursued with the NCCR Dissolution Committee.

ii. The National Office.

We managed to set up the national office thanks to the financial assistance we received from the NCCR Dissolution Committee. This office is situated at the New Plaza Centre, 150 Jeppe Street, Johannesburg.

There is a need to set up regional offices so that the Trust will be accessible to the beneficiaries of the programme.

iii. The Board of Trustees.

The Board of Trustees met for the first time on the 14th December 1993. That was an historic occasion in the sense that the meeting marked the formal constitution of the RDT Board of Trustees.

The functions of the Adhoc Committee continued even after this meeting. This led to some confusion when management decisions had to be taken as there existed two power blocks at the level.

- Recommendations.

- a. In addition to the role and function of the Board as spelt out in the Trust Deed, we would request the Board to consider the document marked Annexure 3 for endorsement.
- b. We would strongly advise the Board to now fully take up its overall responsibility over the Organisation. The mandate of the Adhoc Committee as per decision of the NCCR constituent members has long expired.

iv. Registration of the Trust.

The registration of the RDT has been unduly delayed owing to the fact that at first some members of the Board used blue ink when they signed the Trust Deed. This has now been rectified and the registration process is underway.

v. Finances.

As mentioned under B. above, the RDT has up to now been functioning thanks to the kind financial support we received from the NCCR Dissolution Committee. Of the R500 000 received, some percentage was earmarked for a training programme. The expenditure incurred so far has been for administrative purposes only. The reason for this is the fact that we have not been able to come up with a clearly defined training programme. Inadequate staffing has contributed to this.

We think it is unacceptable for the RDT to continue incurring costs without rendering some service to our clientele.

6.

Recommendation:

- We recommend that the Board should consider approving the commencement of a skills training programme on the basis of the resources currently at hand.

Fundraising.

It is now over six months since we received the donation from the NCCR Dissolution Committee. Yet the books of the Trust are reflecting only expenditure and no income.

Recommendation:

We suggest that the RDT engages itself in an aggressive fund-raising campaign at two levels. The first level should be at management, while the second will be at the level of the individual members of the Board in their own names.

Programme
- Structures
- Finances
-

7.

Signatories.

We would also advise that the board looks into the issue of changing signatories to the accounts of the RDT. Up to now all three signatories are members of the Adhoc Committee.

Recommendation:

// We recommend that signatories to RDT
accounts be changed without further delay.

Functional Budget.

The finances of the RDT have up to now been expended on an adhoc basis. We have not as yet set up a mechanism that will ensure fiscal discipline within the national office.

Recommendation:

That the Board considers approving the functional budget as spelt out in Annexure ...

Internal Financial Control Systems.

We are happy to report to the Board that the internal financial control system for the RDT is in place. We engaged the services of the firm of auditors, Deloittee and Touche for this purpose (See Annex. ...). In our judgement, they did a commendable job. We also commissioned them to prepare an audited financial statement for the RDT, which they did (See Annex. ...)

We would advice the Board to consider appointment of the firm of auditors in terms of the Trust Deed.

We would further advise the Board to consider, without delay, the employment of the financial controller.

Recommendations:

- That the Board considers the appointment of Deloitte and Touche as auditors for the RDT.
- That the Board employs a financial controller/accountant for the RDT.

vi. Administrative Procedures.

We would request the Board to consider the following documents as guides in this regard:

- Management of Human Resource (Annexure ...)
- Job Description for Executive Director (Annexure ...)
- Job Description for National Programme Coordinator (Annexure ...)
- Job Description for the Financial Controller (Annexure ...)
- Job Description for the Projects Officer (Annex ...)
- Job Description for the Training Coordinator (Annex ...)
- Job Description for the Admin. Secretary (Annex ...)

- Disciplinary Procedure (Annex ...)
- Grievance Procedure (Annex ...)
- Retrenchment Policy (Annex ...)

vii. Assets.

As mentioned under B. above, the assets which made it possible for us to set up office came from the NCCR Dissolution Committee. These were a car, a computer, a laptop and some office furniture. In addition we had to purchase the boardroom furniture, a safe, desk for the reception area, and furniture for the executive office. (See Annexure ...).

viii. Staffing.

This has been a problematic area which has hampered the smooth functioning of the RDT. The Board meeting of December 14 1993 confirmed the employment of Comrades Archie Abrahams and Mosoeu Magalefa as an interim measure.

Two months thereafter, the Adhoc Committee was forced to terminate the services of Cde. Archie Abrahams because of his unsatisfactory performance and conduct.


This, then, left only Cde Mosoeu Magalefa alone to man the office. Needless to say that the best that one person in an office can do is to open and close the office doors.

To help remedy the situation, the African National Congress seconded Comrade Jabulani Dumane to the RDT. It undertook to pay the comrade's salary for only one month. Now Cde. Dumane has been with the RDT for four months.

We also decided to engage the services of Cde. Esther Maleka who is typist-cum-receptionist-cum-secretary.

We would like to advice the Board that a decision on staffing the RDT needs not to delay any further.

ix. RDT Letterheads.



Some members of the Adhoc Committee have raised some reservations about the logo currently used in our letterheads (See Annexure ...). It is our humble submission that a logo is but one form of public relations and needs not to be made a controversy based on political and ideological considerations in a development organisation like the RDT.

In this regard, we would propose that the Board should consider a new logo for the RDT. We submit here a specimen of what, in our considered opinion could be a new logo for the RDT. (See Annexure ...).

x. Legal Services.

The Trust Deed provides that the Board should appoint a firm of attorneys to render legal services to the Trust. In this regard, we recommend that the Board considers the appointment of Mahomed Sooka & Seedat. The firm has been with the RDT since its inception and, indeed, with the programme to assist returnees since the repatriation process commenced.

C. Activities of the RDT.

The activities of the RDT (since the end of February 1994) have been mainly to establish a profile for the Trust. We met and discussed with a number of organisations and agencies with the aim of:-

- a. Obtaining recognition and legitimacy for the RDT;
- b. Obtaining a commitment for funding;
- c. Facilitating closer cooperation and networking.

We are happy to report that the results have been very encouraging. We found out that there is a strong will and commitment to the programme for the reintegration of the returnee community into the socio-economic life of our country. The organisations we met with are the following:

1. The European Union.

The European Union still remains committed to the reintegration process. However, they could not release the funds pledged for this purpose pending the publication of the report of the independent commission of inquiry into the affairs of the NCCR.

We are told that this report (which is long overdue) will be out by the end of June 1994.

The European Union was also concerned by the fact that a number of organisations which purport to cater for returnees had approached them for funding. The RDT, CCD's and Batlagae Trust had been identified as the organisation worthy of support by the EU. We were asked to put our house in order.

14.

We then held a tripartite meeting with the above mentioned organisations. At that meeting we agreed to cooperate with one another. We further agreed that Batlagae will continue its function as a bursary scheme. The CCD's would concentrate mainly on skills and business training. The RDT would concentrate mainly on income generation and business development. (See Annex ...).

We also agreed to present a joint proposal to the European Union.

2. The UNHCR.

We met the Chief of Mission of the UNHCR, Mr Kalumiya, and briefed him about the RDT. Mr Kalumiya reiterated the UNHCR's continued support for the reintegration process and that the UNHCR would be ready to facilitate donor support for the RDT.

The Chief of Mission also undertook to set up a meeting between the UNDP and ourselves. That meeting is still in the pipeline.

15.

- The PARinAC meeting.

The RDT was invited to the UHNCR-NGO Partnership in Action regional (Africa) conference which took place in Addis Ababa on 21 - 23 March 1994. Comrade Jabulani Dumane attended the conference on behalf of the RDT.

The significance of the conference lay in the fact that we learnt how the UNHCR systems work and also we could put our case to some of the 150 NGO's that had assembled in the Ethiopian capital.

3. Kagiso Trust.

We met with Mr Nkululeko Sowazi of the above-named organisation. We agreed the our two Trust would cooperate.

4. Genmin.

We met with Mr A. du Plessis of Genmin and Genmin committed itself to supporting the RDT. As a demonstration of that commitment, Genmin funded our strategic planning workshop held on 7 to 9 April 1994 at the Magaliesburg Conference Centre. (See Workshop Report).

5. CUSO.

Cuso, a Canadian solidarity organisation, committed itself to funding capacity building for the RDT. They further pledged to fund the setting up of control systems in the RDT.

6. The IDT.

We met Dr. Len Konar, the Director for job creation. He asked us to submit a proposal. We have not been able to submit that proposal because the IDT requires that we supply them with the particulars of our auditors and our accountant.

7. The SACBC.

We met the Secretary - General of the Southern African Catholic Bishops Conference, Brother Jude Pieterse. We were assured of the Catholics' continued commitment to the reintegration programme.

8. The SACC.

We met the Secretary-General of the South African Council of Churches, Rev. Dr. Frank Chikane. We were assured of the SACC's continued commitment to the reintegration programme.

We were further advised to approach the donors who funded the NCCR programme for financial assistance.

9. The Lutheran Federation.

We met Rev. Wolfgang Lauer who heads development in the Lutheran Church. He pledged to pay for our accountant for two years. We are yet to meet the Hon. Bishop Manas Buthelezi.

18.

10. The IESC.

We met the International Executive Service Corps, South Africa. This is an organisation that services small businesses. We agreed to cooperate with each other.

11. The African National Congress.

We met Comrade Cyril Ramaphosa, Secretary General of the ANC. He reaffirmed the ANC's continued commitment to the programme and offered his services to 'press the buttons' within the GNU to support the RDT.

We are of the firm belief that the new government should begin to pay attention to the task of reintegrating the returnees with the context of the Reintegration and Development Programme (RDP).

12. The P.R.P.C.

We met the Pretoria Returnees Projects Committee (PRPC). This is a committee set up by the returnees and are engaged in a number of development projects in the greater Pretoria. We agreed to work very close with one each other.

13. The NRF.

We met the National Returnees' Forum and agreed to work together.

D. Guidelines for the Training Programme and the Loan Scheme.

We are submitting for the Board's consideration and approval the draft guidelines for the RDT Training Programme and the Loan Scheme (See Annex ... & ...).

E. Conclusion.

This report has highlighted the great potential there is for the RDT. We need to move with speed to deliver the much needed support for the vulnerable groups in our society.