

Lum/065/0006/16

SPECIAL MEETING OF DIRECTORATE HELD ON 14TH. NOVEMBER 1982.

Action

SUBJECT: Implementation of Recommendations - Commission of Enquiry into Accident.

PRESENT: Cds. Tikly (Chair), Mabizela, Ntilashe, Maseko, Dennis, Sidweshu, Gaboo, R. Nzo, Abrahams.

APOLIGIES: Cds. Mkatini and Silver.

MINUTES: Of meeting of 24/25 October were taken as read and confirmed.

IMPLEMENTATION:

Accidents and Emergencies

3.1.1. - The Technical Department to be asked to consider the site and do a sketch for the next Directorate meeting of the Central Car Park and emergency station

Secretary

- Cd. Gaboo to re-implement the schedule and notify the community about times wheich bus will leave for town to transport sick people.

- The Technical and Health Departments should consult with the local Fire Dept. for assistance in planning the Emergeny station. Cd. Mponzi should be included.

"

3.1.2. - Comrade Abrahams is preparing an emergency kit which will be ready as soon as all the necessary drugs are available.

3.1.3. - First Aid Classes. The Regional Health Team is in agreement and will identify people from the various areas to attend the annual courses in Norway. They will soon submit a paper which includes such students doing their practicals both here and in Dakawa, st the same time, involving the rest of the community. In the meantime, it is suggested that Cds. Ivy and Doris, also Matata should train comrades in First Aid. Civil defence will be included later.

Health Team

3.1.4. - Staffing of new hospital. HQ. is taking this matter very seriously and will try to place a doctor here as soon as possible.

3.1.5. - Emergency contingency in new Health Centre This will be done.

3.1.6. - Fire Drill - The Director, Health Team and Cd. Mponzi to consult Fire Department for training in this area.

Tikly/H.T.

Procedure for dealing with Accidents

3.1.7. - An open radio system will be operating between Dar, Morogoro, Dakawa and Mazimbu, and this could be connected up to the ambulance.

- A check list to be prepared for all departments stating procedures in emergency.

Tikly

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Action

- A permanent tool box filled with all necessary tools, torches, etc. should be kept ready at emergency point
- 3.1.8.- To ensure drivers do not travel alone, the Transport Officer should compile a list of people, not necessarily drivers, to ensure that a second person is always on long trips.

T/Officer

Drinking and Driving

- 3.2.1.- The community to be informed first by a circular, then followed through by ongoing discussions at units, branches, production units, Works Committee, school.
- Drivers Production Unit should have this matter permanently on their agenda.
- Films, lectures, etc. on the subject of alcoholism and dagga smoking to be organised for the community.
- The possibility of having breathaliser tests to be investigated.
- Members of the community to be asked to report anyone driving recklessly.
- 3.2.2.- Peter Sithole - Formal note to HQ. informing them of recommendation to ban him from driving for life and requesting this be passed to all ANC missions.
- 3.2.3.- Reprimand to Cd. Phambo- He should be asked to attend the next Directorate meeting to be reprimanded.
- His job description is now in draft form and should include his moral responsibilities.
- 3.2.4.- Reprimand to Principal. This will be done at the next Directorate meeting.
- 3.2.5.- Briefings and reports from all departments. The Director assured the meeting that he is determined to see this is implemented.
- 3.2.6.- All recommendations under above heading to be summarised by the Director. Copies to be given to heads of departments, Units, R.P.C. Works Committee, Youth & Women's Sections, Students Union, Commissariat, Dakawa.

Director/
Commissar

Secretary

Commissar

Director

Commissar

Director

Secretary

Director

Transport

- The national policy on transport should be publicised
- 3.3.1.- Standardisation of vehicles has been strongly recommended to E.Q.
- 3.3.2.- Spare parts, and mechanical workshop. This matter is in hand and the Transport Committee has made recommendations.
- 3.3.3.- Driving courses to be instituted under Vocational Training.
- Rules and regulations for drivers to be displayed in all vehicles.

Gaboo

Director/
Principal.

- the hiring of Tanzanian drivers has been approved by the mini- Directorate and already to have been hired.	Action
- All matters falling under this heading should be fully discussed with the help of a member of the Directorate, and the Transport Officer should be involved.	Director
- Transport Committee to draw up a set of rules and regulations for submission to the next Directorate meeting.	Gaboo
- Speed limit boards, to be immediately erected in both Ki Swahili and English, with a large one at the entrance to Mazimbu. Only 30km. allowed on the complex	"
- Every new driver and each new driver must be made conversant with the rules and regulations and must sign to the effect that they are known and understood	"
- Recommendations for disciplinary measures for infringements can be included in the rules and production units must take the necessary disciplinary measures.	
3.3.4.- Transport Officer. Despite a strong plea at HQ to fill this post, it is not hopeful in the near future.	
- The Transport Committee must look closely into the whole question of vehicle control.	
- All departments must urgently submit their transport needs.	Secretary.
3.3.5.- Staffing for Transport Department and base for drivers to be pursued by the Director and Transport Committee.	Director
3.3.6.- A transport committee has already been set up and is meeting.	
3.3.7.- Driver's Production Unit is also functioning.	
3.3.8.- Gate passes. Tightening up of this system and additional safeguards are already under discussion with the Transport Committee.	
<u>Treasury</u>	
Division of Region and Area work and school bursar.	
3.4. -/Both matters have been discussed with HQ Treasury and are being looked into by the Mazimbu Finance Committee	
<u>School Excursions</u>	
3.5. - The principal to discuss and circularise all matters under this heading with the APC and staff.	Principal.
<u>School Holidays</u>	
3.6. - The school to implement these recommendations which are to be re-inforced by the Directorate. Also 3.5.	Principal/ Commissar
<u>School Administration</u>	
3.7.1.- Sport should be compulsory for all students - at least physical education. At present, forms 4 & 5 are not included. The principal to restructure the school programme and report to next Directorate meeting.	Principal

Action

3.7.2.-Labour. This is tabled for discussion at the next APC, student and staff meetings. The principal should report back to the Directorate at the regular December meeting. Principal.

- Reported that so far two small production units, plumbing and electrical have been formed for helping on maintenance in these areas at SOMAFCO. They are hoping to start a carpentry unit.

- At next Directorate meeting a report on the development of labour units at the school should be given, which should incorporate everyone, including staff. "

School Catering

- When all kitchens are completed probably a total of only 20 staff will be required. Should investigate recruiting of ANC personnel from front line states. It will possibly also be easier to integrate students into their own dormitory unit kitchen catering when they are ready. This to be discussed by the APC. Director

3.7.4.- Tanzanians as domestic workers. The mini-directorate to make recommendation to the next Directorate meeting. "

3.7.5.- Communication through school structures is all in hand and under discussion.

Accountability

3.7.6.-Responsibility for other education areas besides the secondary school to be shifted from the principal to lessen his load. It was explained that only HQ could rule on this. However, the first Education Committee meeting was being convened this coming week, to assist the Principal with co-ordinating all the educational areas, and they could make recommendations to the Education Secretariat.

- Commissar - whether for school, complex or region came under discussion. The Chief Rep. to raise this at the next Directorate meeting. Chief Rep.

3. 8. - Relationship of the School to other departments.

- Closer links with the Works Committee. The Commissar to liaise with the School Commissariat and the Works Committee and report to Directorate meeting in Dec. with recommendations. Commissar

3.9. - Commissariat to assist Tabora and adult community in general. Report to be submitted to next Directorate with suggestions. "

GENERAL Reported that HQ had now appointed a Commission of Enquiry into the E.A. Health Team, with Cds. Tikly, and Mabizela. Agreed These two join the existing Commission headed by Dennis and incorporate new terms of reference. Chief Rep. to inform HQ and suggest interim report in one month, final report in two months. Chief Rep.

NEXT MEETING 27TH, November 1982. Written reports from heads of Depts. to be sent to Secretary by 22nd. November. Secretary.