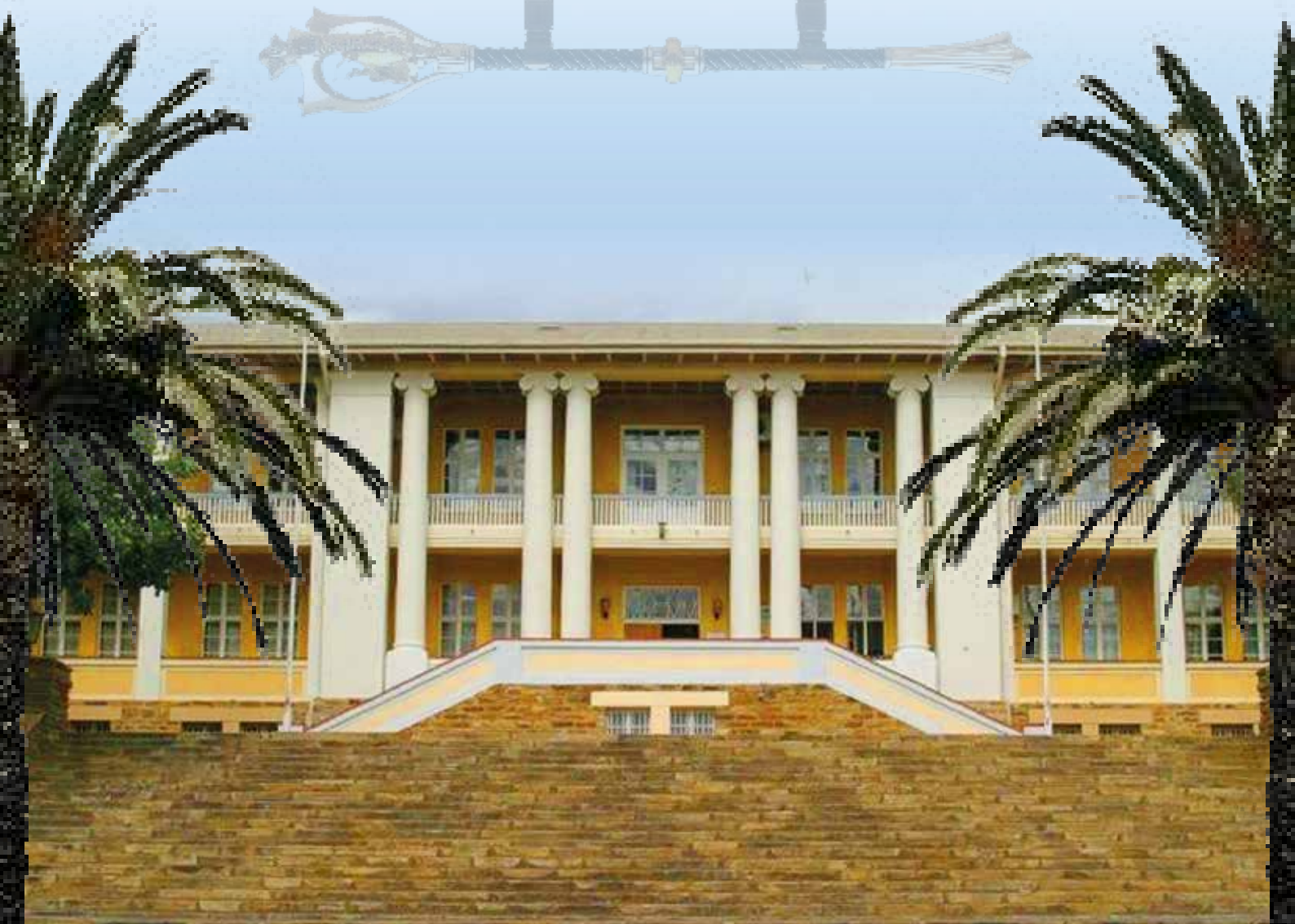




# Annual Report

## National Assembly

### 2023/2024







# Annual Report

**National Assembly**

**2023/2024**





*Parliament Building*



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## LIST OF ACRONYMS

AFROPAC	African Organization Of Public Accounts Committees
ACP-EU	African, Caribbean and Pacific – European Union
AG	Attorney General
ARASA	Aids and Rights Alliance for Southern Africa
BoN	Bank of Namibia
CCTV	Closed-circuit television
CPA	Commonwealth Parliamentary Association
CRAN	Communications Regulatory Authority of Namibia
CSO	Civil Society Organisations
CTO	Commonwealth Telecommunications Organisation
DRC	Democratic Republic of Congo
EU	European Union
FES	Friedrich Eber Stiftung
GBV	Gender Based Violence
ICT	Information Communication Technology
ILO	International Labour Organisation
IOI	International Ombudsman Institute
IPU	Inter-Parliamentary Union
IRO	International Refugee Organisation
IT	Information Technology
KAS	Konrad Adernau Stiftung
MPs	Members of Parliament
NA	National Assembly
NAMFISA	Namibia Financial Institutions Supervisory Authority
NBC	The Namibian Broadcasting Corporation
NC	National Council
NCAA	Namibia Civil Aviation Authority
NCIS	Namibia Central Intelligence Service
MICT	Ministry of Information, Communication and Technology
MIRCO	Ministry of International Relations and Cooperation
NSFAF	Namibia Students Financial Assistance Fund
OACPS	Organisation of Africa Caribbean and Pacific States
O/M/A/s	Offices, Ministries and Agencies
OPM	Office of the Prime Minister
PAC	Public Accounts Committee
PAP	Pan African Parliament
PDS	Professional Development Seminar
SADC	Southern African Development Community



SADCOPAC	Southern African Development Community Organisation of Public Accounts Committees
SADC-PF	Southern African Development Community Parliamentary Forum
SoCATT	Society of Clerks-at-the-Table
SOE	State Owned Enterprises
SONA	State of the Nation Address
UNCCD	United Nations Convention to combat desertification
UNDP	United Nations Development Programme
UNFPA	United Nations Population Fund
UNICEF	United Nations International Children's Emergency Fund
VIPPD	Very Important People Protection Directorate



## PRESIDING OFFICER'S STATEMENT

I would like to take this opportunity to thank and appreciate our staff for their service and commitment to the work of the National Assembly of the Republic of Namibia.

Through this report, which is covering the period under review, the National Assembly is accounting for the activities undertaken in the pursuance of its mandate. This report represents a significant aspect of work achievements and challenges in pursuance of the set objectives.

During the period under review, the Table Office was able to do a tremendously excellent job, with among others, the highest cost being the production of the Hansard. Therefore, we are working on ways and means of trying to manage the expenditure by the Table Office without compromising the quality of documentation.

Our Legal Services Division did a great job despite being understaffed. Vacant positions have been put on halt and besides, existing staff were not able to partake in specialized for instance, legal drafting. This was all due to the prevailing financial constraint.

Our Committee Services Division had great operational achievements. Several outreach visits were undertaken and reported upon. We hosted and equally attended a number of workshops. We managed to partake in our regional and global statutory obligations despite financial constraints. Concerted efforts continue to be made with the view to improve report writing and a follow-up mechanism on the recommendations within the reports.

Our General Services Division plays a facilitator auxiliary role to the overall activities of the National Assembly. We have tirelessly continued to try to open avenues which could provide training in critical areas. These are areas which are unique to Parliament and which are vital and instrumental to the smooth and vibrant functioning of Parliament. We partook in various programmes mounted by parliamentary partner institutions. On the issue of drivers, it is high time that efforts are made to acquire an adequate number of drivers so that the institution is properly catered for. On the aspect of procurement, this has continued to present a particular challenge ever since new procurement guidelines were instituted. The new guidelines were introduced before adequate preparation was done. It seems like in the immediate to midterm, it has created more bottlenecks than it has been able to solve. Despite this difficult situation, we remain hopeful that we shall forge a meaningful way forward. On the structural safety of our Parliamentary Building, it is obvious that it is ageing and therefore requires major maintenance works. It is vital that the National Assembly will have to annually budget for this vital exercise of maintenance and security. On staff recruitment, efforts were made to ensure that vacant positions were filled. However, not all critical positions were ably filled due to the current financial constraints experienced during the period under review.

Our Library and Computer Services has a great potential. All we need is to resource it well so that the Division can ably undertake their role. We are trying to source for updated legislative



*Hon. Prof. Peter H. Katjavivi,  
MP SPEAKER*





literature and also have an IT Policy. In equal measure, we have initiated a taskforce on operationalizing the *e-Library* and *e-Governance* concepts in the institution.

Under RIPES, we urgently need specialized researchers. In equal measure, we are looking forward to stocking and operationalizing our Resource Centre, which will be of great benefit to our Parliamentarians, in terms of research and access to professional computer laboratory services within the institution. It will also serve as a training facility.

In conclusion, I would like to say that so far, we have achieved a great deal of work and the future is promising. Let me continue to urge both Parliamentarians and staff to tirelessly and selflessly dedicate your service to the Namibian National Assembly. Let us continue to make our Parliament the centre of our noble objectives and bring pride to our citizens and the nation at large.



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Hon. Prof. Peter H. Katjavivi,  
MP SPEAKER



## EXECUTIVE SUMMARY

The objective of this Annual Report is to inform the public about the activities of the National Assembly for the financial year 2023/24. Article 44 of the Namibian Constitution gives the National Assembly the legislative power to scrutinize and pass the bills and refer them to the National Council for confirmation before they are sent to the President for assent.

### LAW MAKING

During the reporting period, twenty (20) Bills were tabled in the National Assembly of which sixteen (16) Bills were passed without amendments after extensive debates. About three (3) Bills were withdrawn after being tabled, whereas one (1) Bill was reconsidered from the National Council.

### OVERSIGHT AND ACCOUNTABILITY

The mandate for the oversight function of the National Assembly is exercised through tabling of motions, questions, public hearings and oversight inquiries. To this end, a total of nineteen (19) motions were tabled for discussions and about three (3) motions were adopted by the House, 101 Auditor-General's Reports were tabled, a total of fourteen (14) reports of Standing Committees on local visits, meeting and public hearings were tabled, in addition, a total of twelve (12) Committee reports on foreign visits were also tabled.

### OUTREACH

During the reporting period, the National Assembly as per its oversight mandate held public hearings in Oshana, Oshana, Omusati, Oshikoto, Kunene, Zambezi, //Karas, Hardap, Kavango West and East as well as Omaheke regions on four (4) motions. The motions are on Old Age Homes in Namibia; motion on Gender Based Violence; motion on Expanding Medical Clinics to all tertiary institutions in the country and the motion on Abnormally High Incidences of Suicide in Namibia. The National Assembly also conducted inspection visits to capital projects in all fourteen regions.

Under the theme "Know Your Parliament Programme", the National Assembly conducted public education to selected communities that was done by attending trade fairs and visits to secondary schools.

### INTERNATIONAL/REGIONAL ENGAGEMENTS

The Parliament being a member of regional; continental as well as international parliamentary bodies attended activities of the SADC-Parliamentary Forum (SADC-PF); Pan African Parliament (PAP) the Common Wealth Parliamentary Association (CPA) and the Inter-Parliamentary Union (IPU).

### PARLIAMENT SECRETARIAT

The Secretariat that consists of various offices, directorates and divisions provide secretarial and administrative services to the National Assembly. The duties and functions of the Secretariat forms part of this report.



## ABOUT US

### MANDATE

The National Assembly has a clear mandate in terms of the Namibian Constitution, which is conveyed through Articles 44, 52 and 63, to:

- Debate, vote on, pass or reject proposed laws (known as Bills) when they are tabled in the House;
- Hold public hearings to gather citizens' views on Bills or issues under consideration of the House or Committees;
- Debate and approve government spending, regulate taxation, consider budgets prepared by various government Ministries and pass relevant laws; approve bilateral and international agreements entered into by the Government of Namibia; receive reports on the activities of government Ministries, Offices, Agencies and Parastatals;
- Debate all relevant issues and advise the President on matters for which the Constitution has authorized him/her to deal with; and
- Scrutinize the activities of government Ministries and Agencies.

**MISSION:** To provide services to the people of Namibia by addressing development challenges through transforming the legislative processes and oversight responsibilities by practicing innovative parliamentary administration.

**VISION:** To be an effective and efficient legislative chamber that responds to the needs and aspirations of the Namibian inhabitants.

Core values	Description
<b>INTEGRITY</b>	We serve with honesty and strong moral principles through obedience to the Public Service Code of Conduct.
<b>PARTRIOTISM</b>	We serve with devotion and vigorous support for Namibia.
<b>ACCOUNTABILITY</b>	We accept our responsibilities and consequences for our actions in a transparent manner that is open, timeous and accurate.
<b>INCLUSIVITY</b>	We ensure that our services are available and applied equally to all in a manner that observes impartial and just treatment to our stakeholders without favouritism or discrimination.
<b>TEAMWORK</b>	We work together in unity of purpose and foster a good team spirit and healthy relations with our partners and stakeholders



# NATIONAL ASSEMBLY



**Hon Prof Peter H Katjavivi**  
*Speaker, MP*



**Hon Prof Loide Kasingo**  
*Deputy Speaker, MP*



# MANAGEMENT OF THE NATIONAL ASSEMBLY



**Ms Lydia Kandetu**  
*Secretary*



**Ms. Kathleen-Joyce Nakutta**  
*Director:  
Committee Services*



**Mr. Simon Uirab**  
*Director:  
Office of the Speaker*



**Ms. Josephina Shatumbu**  
*Director:  
General Services*



**Ms. Emilia Alweendo**  
*Deputy Director: General  
Services*



**Mr. Willem Isaak**  
*Deputy Director:  
Committee Services*



**Ms. Maria Mombola**  
*Deputy Director:  
Committee Services*



**Mr. Albius Mutonga**  
*Deputy Director:  
Committee Services*



**Mr. Immanuel Nehoya**  
*Deputy Director: Table  
Office*



**Mr. Protasius Nghileendele**  
*Deputy Director:  
Committee Services*



**Mr. Vincent Sinalumbu**  
*Deputy Director:  
Research and Information*



**Mr. Gideon Shuuya**  
*Deputy Director: Security  
and Risk Management  
Services*



**Ms. Carol-Ann Esterhuizen**  
*Chief Legal Officer:  
Legal Services*

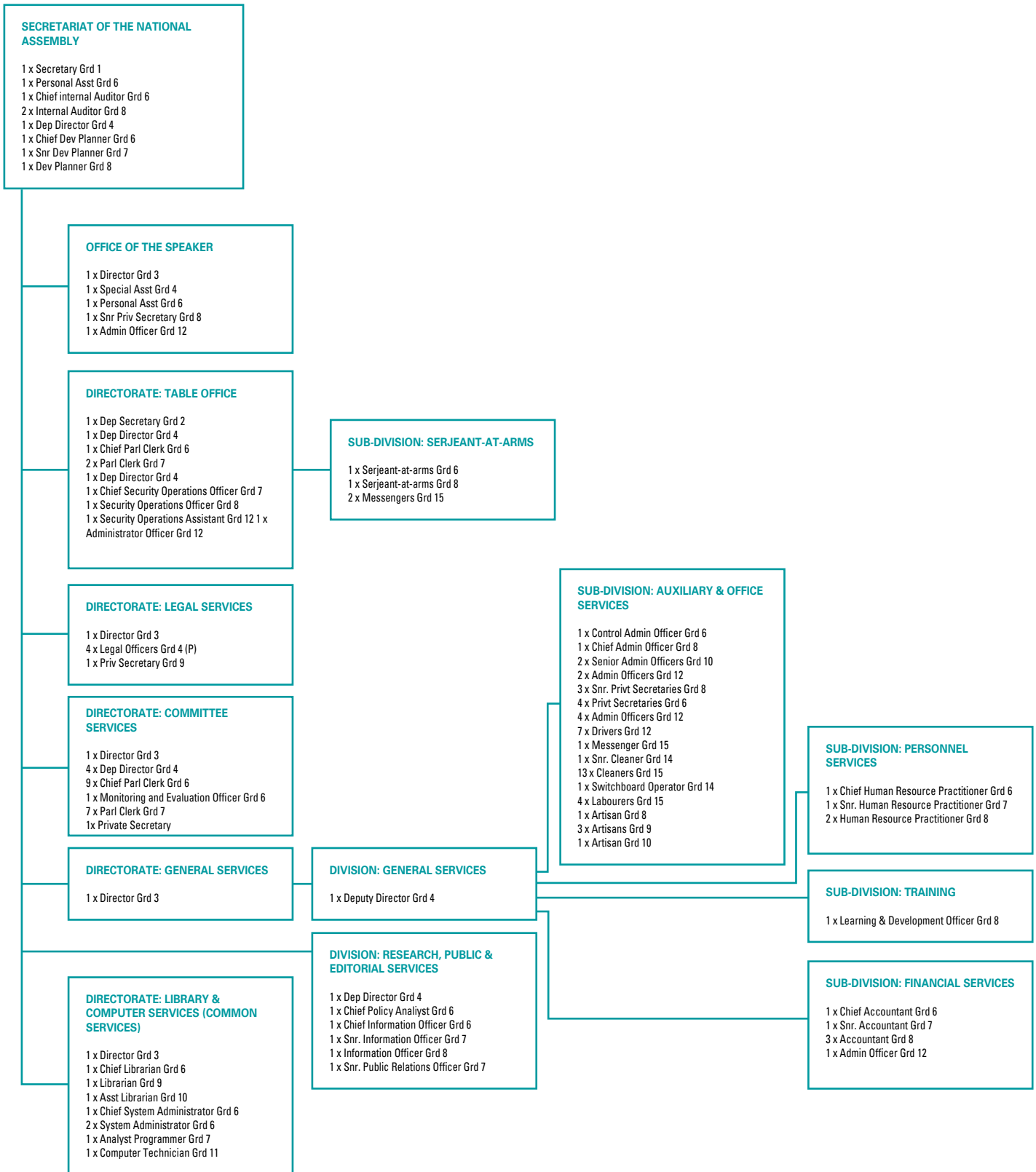


**Ms. Cornelia Tjaondjo**  
*Special Assistant to the  
Speaker*



# STRUCTURE OF THE NATIONAL ASSEMBLY

## SECRETARIAT OF THE NATIONAL ASSEMBLY



# OFFICE OF THE SPEAKER

## MANDATE

The functions of the Speaker provided for in the Constitution and in the Standing Rules and Orders of the National Assembly among others are as follows:

- Presiding at any sitting of the National Assembly, enforcing the Standing Rules and Orders and Internal Arrangements; calling upon members who wish to speak and maintaining order in the House. In the process, ensuring the integrity, independence and impartiality of Parliament by emphasizing the importance and independence of Parliament.
- Ensuring appropriate support services for the National Assembly, smooth administration of the precincts of the National Assembly and the welfare of its Members and staff.
- Representing the National Assembly in its relations with the executive and other authorities at official public events and at international events of parliamentary related organs.
- Hosting diplomatic and other foreign dignitaries and delegations, in promoting state and parliamentary bilateral relations and cooperation.

## SUPPORT STAFF TO THE PRESIDING OFFICERS

A number of staff members provide support services to the Speaker and the Deputy Speaker. The support services range from executive, secretarial to administrative and technical support.

## ACTIVITIES UNDERTAKEN IN NAMIBIA

During the period under review, the Speaker and the Deputy Speaker undertook the following activities as per their constitutional mandate.

- Presided over the official opening ceremony of the Parliament.
- Presided over the sessions of the National Assembly and maintained order in the House.
- Chaired the meetings of the Committee on Standing Rules and Orders and Internal Arrangements.
- On 6th April 2023, the Speaker hosted H.E. Mr. Zhao Weiping, Ambassador of the People's Republic of China for a bilateral meeting.
- On 1st June 2023, the Speaker hosted Dr. Charles Sagoe-Moses (Mr), the WHO Representative for a farewell meeting.
- On 12th June 2023, the Speaker hosted a delegation from Kenya's National Assembly Decentralized Funds Accounts Committee for a bilateral meeting.
- On 29th June 2023, the Speaker hosted H.E. Mr. Herbert Beck, Ambassador of the Federal Republic of Germany to Namibia for a farewell call.
- On 28th July 2023, the Speaker hosted Mr. Djaffar Moussa Elkadhun, UNESCO Country Representative for a farewell meeting.
- On 28th July 2023, the Speaker hosted the UNESCO Country Representative Ms. Eunice Smith for a bilateral meeting.
- On 11th August 2023, the Speaker hosted H.E. Mr. Randy W. Berry, Ambassador of the United States of America for a bilateral meeting.



- On 14th August 2023, the Speaker hosted Rt. Hon. Thorose Coffey, United Kingdom Member of Parliament, Secretary of State for Environment, Food and Rural Affairs, High Commissioner residence for a bilateral meeting.
- On 24th August 2023, the Speaker hosted Ms. Rachel Odede, UNICEF Country Representative for a farewell meeting.
- On 24th August 2023, the Speaker hosted Ms. Freya Gruenhagen, Friedrich-Ebert-Stiftung (FES) Resident Representative for a bilateral meeting.
- On 26th August 2023, the Speaker attended 33rd National Heroes Day at Independence Stadium.
- On 29th August 2023, the Speaker hosted H.E. Ms. Feral Oruçkaptan, Turkish Ambassador to Namibia and Mr. Anydin Apaydin, TIKA Coordinator for a bilateral meeting.
- On 31st August 2023, the Speaker hosted H.E. Mr. Charles Moore, British High Commissioner for a bilateral meeting.
- On 5th September 2023, the Speaker hosted H.E. Mr. Nishimaki Hisao, Ambassador of Japan to Namibia for a bilateral meeting.
- On 13th September 2023, the Speaker hosted H.E. Mr. Eddy Basuki, Indonesian High Commissioner to Namibia for a bilateral meeting.
- On 13th September 2023, the Speaker hosted Mrs. Gosia Lachut, European Union Deputy Representative for a bilateral meeting.
- On 3rd October 2023, the Speaker hosted the Botswana Parliamentary delegation, for a bilateral meeting.
- On 3rd October 2023, the Speaker hosted Dr. Rolf Muetzenich, Chief Whip of the SPD Parliamentary Group.
- On 5th October 2023, the Speaker hosted a German delegation for a bilateral meeting.
- On 16th October 2023, the Speaker hosted H.E. MR. Erik Molnar, Honorary Counsel of Namibia to Hungary for a bilateral meeting.
- On 15th November 2023, the Speaker hosted H.E. Luís Augusto Gaspar da Silva, Ambassador of Portugal for a farewell call.
- On 30th November 2023, the Speaker hosted Dr. Mohamad Rameez Yahaya, Acting High Commissioner of Malaysia for a bilateral meeting.
- On 4th December 2023, the Speaker hosted H.E. Mr. Carlos Sérgio Sobral Duarte, Ambassador and Secretary of the Middle East of Brazilian Chancellery for a bilateral meeting.
- On 6th December 2023, the Speaker hosted the Parliamentary Delegation to the CPA, United Kingdom for a bilateral meeting.
- On 6th February 2024, the Speaker presided over the official opening of the Ninth Session of the Seventh Parliament 2024.
- On 9th February 2024, the Speaker officiated the Constitution Day and Candle Light Memorial Service of the late H.E Dr. Hage G. Geigob, President of the Republic of Namibia at Parliament Gardens
- On 13th February 2024, the Speaker hosted Ms. Natalie Russman, Konrad-Adenauer-Stiftung (KAS) Country Representative for a bilateral meeting.
- On 25th February 2024, the Speaker hosted H.E. Mr. Esteban Lazo Hernández President of the National Assembly and President of the Council of State of the Republic of Cuba for a bilateral meeting.





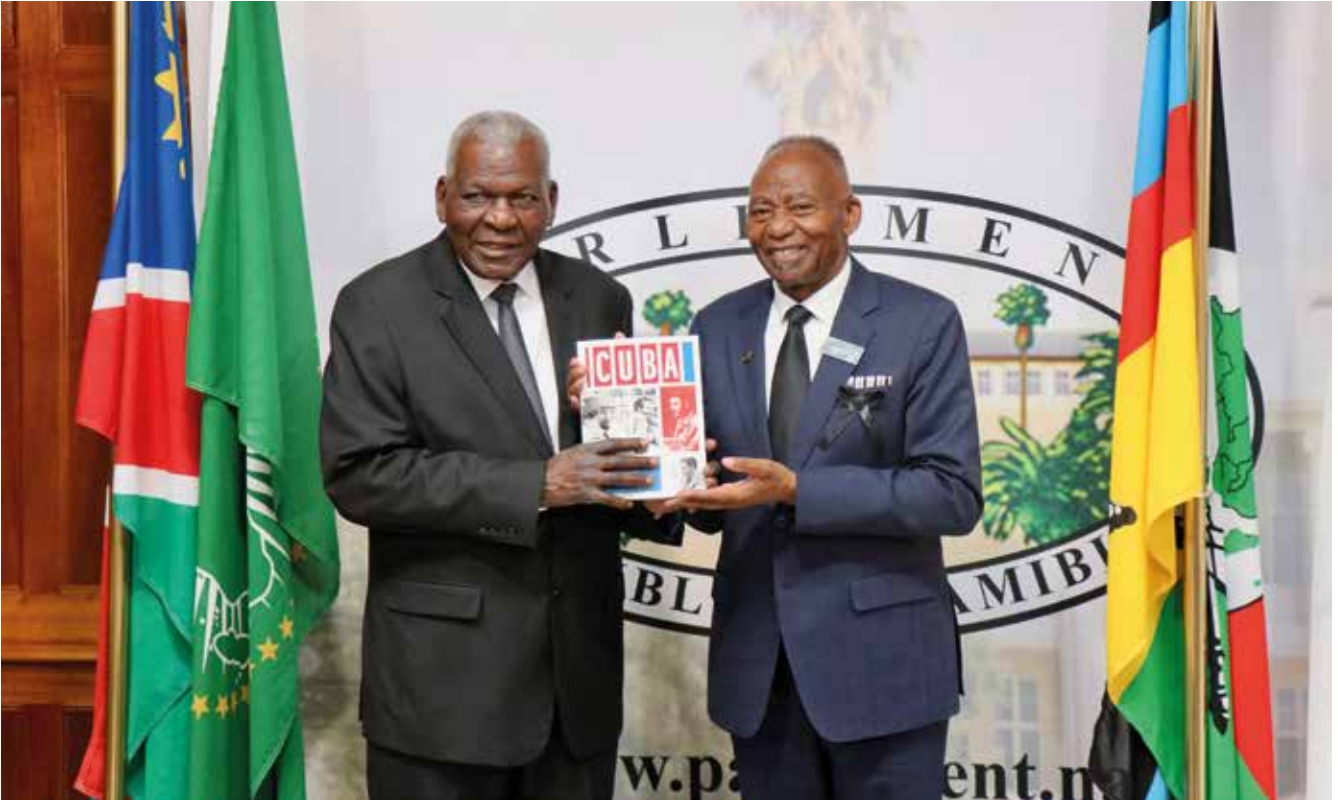
- On 4th March 2024, the Speaker hosted the FES and SPD Delegation, for a bilateral meeting.
- On 14th March 2024, the Speaker hosted the Finnish delegation, Parliament's Finance Committee for a bilateral meeting.
- On 15th March 2024, the Speaker presided over the State of the Nation Address (SONA) by H.E. Dr. Nangolo Mbumba, President of the Republic of Namibia.
- On 18th March 2024, the Speaker hosted H.E. Ms. Feral Çekerek Oruçkaptan, Turkish Ambassador for a bilateral meeting.

## INTERNATIONAL PARLIAMENTARY COMMITMENTS AND ENGAGEMENTS

In line with the strategic objective that deals with the enhancement of parliamentary diplomacy and multilateralism; The Speaker is a serving member of the IPU Governing Council and served also as the acting chairperson of the Bureau on the IPU Committee on the Affairs of the United Nations. The Deputy Speaker is one of the representatives of the Namibian Parliament to the Pan-African Parliament and attends its sessions periodically.

- From the 5th – 8th July 2023 the Speaker attended "HERstory: Heroines in the liberation struggles in Southern Africa", with UNESCO, coinciding with the celebration of the 20th Anniversary of the Maputo Protocol, Maputo, Mozambique.
- On 14th August 2023, the Speaker attended the virtual meeting Inter-Parliamentary Union (IPU) Task Force on the peaceful resolution of war in Ukraine.
- On 14th August 2023, the Speaker attended a virtual meeting with the Speaker of the National Assembly of the Republic of South Africa for a bilateral meeting.
- From the 27th – 29th September 2023, the Speaker attended, the 9th BRICS Parliamentary Forum, Emperors Palace, Johannesburg, Republic of South Africa.
- From the 23rd -27th October 2023, the Speaker attended the 147th IPU Assembly in Luanda, Angola.
- From the 3rd – 5th November 2023, the Speaker attended the SADC-PF virtual meetings of the Sub-Committee of Human Resources and Capacity Development and Executive Committee.
- On 23rd November 2023, the Speaker attended the official opening of the Africa Parliamentarian Conference at Windhoek Country Club Resort.
- From 22nd -26th November 2023, the Speaker attended the 54th SADC Parliamentary Forum (SADC PF) Plenary Assembly, Parliament House, Port Louis, Republic of Mauritius.
- From the 30th – 31st January 2024, the Speaker attended the South African Legislative Sector Oversight Summit, in Cape Town, South Africa.
- On 1st February 2024, the Speaker attended the SADC Parliamentary Forum (SADC PF) Executive Committee Meeting and Extraordinary Meeting of the Speakers of SADC PF Member Parliaments, Cape Town, South Africa.
- From the 10th – 11th March 2024, the Speaker attended the 75th Anniversary of the Commonwealth Nations – Special Celebrations & Summit, London, UK.
- From the 24th – 27th March 2024, the Speaker attended the 148th IPU Assembly and Related Meetings in Geneva, Switzerland.
- From the 28th – 3rd April 2024, On the official invitation, the Speaker undertook an official visit to the Grand National Assembly of Turkey.





Speaker of the National Assembly Hon. Prof. Peter Katjavivi hosting the President of the National Assembly and Council of State of the Republic of Cuba, H.E. Esteban Lazo Hernandez for a bilateral meeting at Parliament.



Speaker of the National Assembly Hon. Prof. Peter Katjavivi together with his Turkish counterpart H.E. Prof Dr Numan Kurtulmus during Katjavivi's official visit to Turkey.



# OFFICE OF THE SECRETARY

## MANDATE

The mandate of the Office of the Secretary is to account for the National Assembly's administration and to advise the Speaker, Deputy Speaker and Members of Parliament on matters pertaining to administration and procedures.

## SUPPORT STAFF TO THE SECRETARY

Three (3) staff members are employed directly under the Office of the Secretary. Two staff members provide direct support services to the Secretary. These support services range from executive, secretarial to administrative support. The third staff member is the Internal Auditor who falls under the sub-division Internal Auditor.

## OPERATIONAL ACTIVITIES

- Responsible for the effective management of staff members of the National Assembly and provide guidance to the Directorates.
- Prepare the annual budget in consultation with the Financial Adviser.
- Attend sessions of the National Assembly and provide procedural advice in this regard to the Speaker and the House.
- Provide advice and support services to the Speaker when required, and;
- Represent the National Assembly at various levels when engaging Offices, Ministries and Agencies (OMAs) of the Namibian Government and other stakeholders.

## ACTIVITIES UNDERTAKEN IN NAMIBIA

- Retreat of Executive Directors and Chief Regional Officers, Swakopmund, 25-26 November 2023.
- Officiated at the Training on Report Writing and Minute Taking, Swakopmund, 22-26 January 2024.

## ACTIVITIES UNDERTAKEN IN OTHER COUNTRIES

- 2<sup>nd</sup> Ordinary Session of the 6<sup>th</sup> Pan-African Parliament, Midrand, South Africa, 14-21 May 2023.
- SADC PF Executive Committee (EXCO) Meeting, Eden Island, Seychelles, 27-28 May 2023.
- 66<sup>th</sup> CPA Conference, Accra, Ghana, 14-17 August 2023.
- 147<sup>th</sup> IPU Assembly and Related Meetings, Luanda, Angola, 23-27 October 2023.
- Society of Clerks-at-The- Table (SoCATT) African Region Steering Committee Meeting, Kigali, Rwanda, 13-17 March 2024.
- Meeting of the Association of Secretaries General of Parliaments (ASGP) and 148<sup>th</sup> IPU Assembly, Geneva, Switzerland, 23-27 March 2024.
- Official visit to the Parliament of Turkey, Istanbul, Turkey, 28 March- 03 April 2024.



## SUB-DIVISION: INTERNAL AUDIT

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### MANDATE

The Internal audit's mandate includes monitoring, assessing, analysing organisational risk, and implementing internal controls and compliance with policies, procedures and regulations.

### OPERATIONAL ACTIVITIES

- Work in partnership with management, external auditors and the Audit Committee to ensure that risks are mitigated and that the Institution's positive image is maintained.
- Produce audit reports which comprise of findings and recommendations necessary to enhance compliance with policies, procedures and regulations.
- Verify existence of assets and ensure their safekeeping.
- Ensure effectiveness and efficiency in the utilisation of resources.
- Perform consulting and advisory services related to corporate governance, risk management and internal controls as deemed appropriate for the organisation.

### ACTIVITIES UNDERTAKEN

- Conducted a preliminary Audit of the Payroll
- E. & A Class were reviewed
- Facilitated the validation and approval of the Fleet Management Policy and Risk Management Policy as well as the appointment of policy committee members
- The Subdivision attended a three day UN Convention on the Right of Persons with Disabilities Conference in New York.
- The DSA System was audited and draft report presented to Management.
- The Division attended Public Accounts Committee and Management Committee meetings.



# DIVISION SECURITY AND RISK MANAGEMENT SERVICES

## MANDATE

To render effective and consistent security service to the assets of the National Assembly.

## OPERATIONAL ARRANGEMENT

The Division Security and Risk Management Services works closely with the Namibian Police Force to provide security service and response capability, with duties including, but not limited to:

- Protecting the Parliament building so that Parliamentarians and staff members of Parliament can carry out their legislative roles and duties in a safe and secured environment;
- Enforcing security measures including entry screening of personnel and their property when accessing National Assembly building;
- Access control and monitoring as well as roving patrol around the precincts of Parliament;
- Immediate response to security incidences around the precincts of Parliament amongst others.

## HIGHLIGHTS OF THE YEAR UNDER REVIEW

During the financial year under report, the following notable achievements were recorded:

- Rendered security service to the assets of the National Assembly. This includes Members of Parliament, staff members of Parliament, visitors, stakeholders, services providers and property of Parliament, among others.
- Developed the Parliament Security Standard Operating Procedures that guides Parliament Security Officials and the Namibian Police Force Members deployed at Parliament on how to provide effective and efficient security service to Members of Parliament, staff members of Parliament, visitors and stakeholders at the precincts of Parliament;
- Consistently enforced security measures on the precincts of Parliament;
- Coordinated and attended the Parliament security benchmarking exercise at the sister Parliaments of South Africa (Cape Town) and Zimbabwe (Harare) from 25 May – 02 June 2023. The benchmarking exercise included the Parliament Clinic and a Parliament nurse was part of the exercise.
- Coordinated and facilitated security arrangements when individuals, groups and/or institutions come to petition parliament;
- Coordinated and facilitated the accreditation and provision of identification access cards for new Members of Parliament and staff members of Parliament. The identification access cards are part of security requirement and measures that allows Members of Parliament and staff to access the Parliament premises without a hassle.





*Inside the Chamber of the National Assembly*



## TABLE OFFICE



### MANDATE

The Directorate sustains the National Assembly in attaining its objectives as enshrined in the Namibian Constitution (Article 63 – Functions and Powers). To do so, the following functions have to be performed:

- Provide operational assistance and guidance to the National Assembly;
- Provide logistical support and advise on procedural and other matters, and to see to it that the requirements of the Members of Parliament are attended to, so as to ensure the proper functioning of the National Assembly.
- Liaise with Legal Drafters.
- Ensure the timely printing of Minutes, Order Papers, Questions, Bills and Amendments.
- Communication and liaison with the National Council regarding the conduct of business between the two Houses, especially with regard to the referral of Bills passed by the National Assembly for their consideration.
- Preparation of Bills for tabling in the Assembly.
- Processing legislation passed by the Parliament to become Law.



## ACTIVITIES UNDERTAKEN DURING THE PERIOD UNDER REVIEW

### MOTIONS:

#### *International/Executive Instruments Tabled:*

1. Minister of Agriculture, Water and Land Reform:  
Accession to the 1992 Convention on the Protection and use of Transboundary Water courses and International Lakes, as amended with decision VI/3  
*(Agreed to on 28.02.28)*
2. Minister of Finance and Public Enterprises:  
Amendment of Government Notice No. 152, Part 2A of Schedule No. 1: Customs and Excise Act, 1998  
*(Agreed to on 06. 07. 23)*

### MOTIONS TABLED:

1. Hon. McHenry Venaani:  
Motion to debate the need to put flood control and management measures that are sufficient and to provide financial aid to the affected communities  
*(Adopted on 25.04.23)*
2. Hon. Swartbooi:  
Motion to debate the current deep crisis in our education sector with a view to find long term interventions to overcome post-COVID 19 impact within the education system  
*(Referred to a Parliamentary Committee on 18.04.23)*
3. Hon. Kauandenge:  
Motion to debate the establishment of a Genocide Memorial Museum for the 1904 genocide perpetrated against the OvaHerero and Nama community  
*(Adopted to on 12.07.23)*
4. Hon. Kavekatora:  
Motion to find a solution on the devastating effect the increasing seal population has on the sustainable harvesting of our fish  
*(Referred to a Parliamentary Committee on 02.03.23)*
5. Deputy Minister of Health and Social Services:  
Motion to debate on the necessity of OMAs that have workplace policy on HIV and AIDS to review and expand it and to implement where such program does not exist  
*(Referred to a Parliamentary Committee on 25.04.23)*
6. Deputy Minister of Health and Social Services:  
Resumption to debate the Human Wildlife Conflict Policy on whether it is adequately applied to mitigate HWC and the need to review it  
*(Referred to a Parliamentary Committee on 25.04.23)*





7. Hon. Smit:  
Motion to carry out a comprehensive inquiry into all aspects of the procedures dictating the tender awarding processes of the Central Procurement Board of Namibia  
*(Adopted on 25.04.23)*
8. Hon. Seibeb:  
Motion on the current lithium mining in Uis district, in Daures Constituency in the Erongo Region with a commitment to find an amicable solution to overcome the stand-off between the community, the mining business and the Traditional Authorities  
*(Referred to a Parliamentary Committee on 05.04.23)*
9. Hon. Muharukua:  
Motion to discuss the level, impact and means to deter stock theft that is ravaging our communities and the impact of our current legislative framework to combat stock theft  
*(Withdrawn by the Mover on 12.04.23 in terms of Rule 30 (b))*
10. Hon. Smit:  
Motion to debate the expenditure of the N\$14.1 Billion allocated to the Ministry of Education, Arts and Culture with a comprehensive view into infrastructure and textbook expenditure  
*(Withdrawn by the Mover on 26.04.23 in terms of Rule 30 (b))*
11. Deputy Minister of Works and Transport:  
Motion to investigate the unethical multiple charges resulting in over profiteering by Commercial banks in Namibia  
*(Referred to a Parliamentary Committee on 04.07.23)*
12. Hon. Mootu:  
Motion to discuss the current state-of-affairs at Namibian Institute of Public Administration (NIPAM) as far as it pertains to its administration  
*(Withdrawn by the Mover on 6.06.23 in terms of Rule 30 (b))*
13. Hon. Seibeb:  
Motion to discuss the initiation and development of the Green Hydrogen industrial sector in Namibia  
*(Referred to a Parliamentary Committee on 04.07.23)*
14. Hon. Swartbooi:  
Motion to discuss the Double Taxation Regime (DTR) and its implication for Foreign Direct Investment (FDI) in Namibia  
*(Adopted on 05.07.23)*
15. Hon. Ekandjo:  
Motion to discuss the unconstitutional Supreme Court judgement on same sex marriage  
*(Adopted on 04.07.23)*



16. Hon. Hambyuka:  
Motion to debate the brave deeds of the late Homba Kandjimi-Hauwanga of VaKwangali against the racist Germay and Portuguese imperialists and to have his skull repatriated from Germany  
*(Adopted on 13.07.23)*
17. Hon. Dingara:  
Motion to provide every Namibian one million Namibian Dollars from the existing valuable resources found in the country  
*(Withdrawn by the Mover on 13.07.23 in terms of Rule 30 (b))*
18. Hon. Hengari:  
Motion to debate the Safety and Protection of Children and to introduce mechanisms for the protection of children country-wide  
*(Referred to a Parliamentary Committee on 13.07.23)*
19. Hon. McHenry Venaani:  
Motion to debate the power struggle unfolding at the National Petroleum Corporation of Namibia (NAMCOR)  
*(Lapsed on 13.07.23 in terms of Rule 28)*
20. Hon. Kauandenge:  
Motion to debate the Constitutional provision of Article 47(1), (e) and (f) as it discriminates against some people who want to participate in parliamentary elections  
*(Withdrawn by the Mover on 24.10.23 in terms of Rule 30 (b))*
21. Hon. Seibeb:  
Motion to establish an institution known as the “*Namibian Creative Hall of Fame*”  
*(Referred to a Parliamentary Committee on 16.11.23)*
22. Deputy Minister of Disability Affairs:  
Motion to recognize the Namibian sign language as one of a national languages in Namibia and the appointment of the sign language interpreter on live parliamentary debate  
*(Referred to a Parliamentary Committee on 28.11.23)*
23. Hon. Van Wyk:  
Motion to support Namibian musicians and to look into the establishment and development of infrastructure and resources for the music industry  
*(Referred to a Parliamentary Committee on 20.11.23)*
24. Hon. Mukwiilongo:  
Motion on democracy’s success and relevance for Namibia and to critically assess whether it has effectively served Namibia’s interests  
*(Adopted on 21.11.23)*
25. Deputy Minister of Works and Transport:  
Motion Namibia Student Financial Assistance Fund incentivize loan beneficiaries with the aim to stimulate entrepreneurship and job creation  
*(Adopted on 28.11.23)*



26. Hon. Vries:  
Motion on food security situation in Namibia, its impact on the livelihoods of Namibians and to seek urgent interventions  
*(Referred to a Parliamentary Committee on 21.11.23)*
27. Hon. Hamata:  
Motion on the issue of family separation due to long-distance marriages and the negative impacts this has on the psychological health and financial status of families  
*(Referred to a Parliamentary Committee on 31.10.23)*
28. Hon. Mootu:  
Motion on the suitable housing options in Namibia to address housing shortage and funding gaps  
*(Referred to a Parliamentary Committee on 20.11.23)*
29. Hon. Seibeb:  
Motion on the plight of the small-scale miners in the Erongo Region  
*(Set aside on 20.09.23 to allow consultation between Hon. Seibeb and Hon. Tweya)*
30. Hon. Moongo:  
Motion on the possibility to increase the amount payable in respect of maternity leave, including paternity leave in the legislative framework  
*(Referred to a Parliamentary Committee on 08.11.23)*
31. Hon. McHenry Venaani:  
Motion to rename the Buitepos Border Post to Mr. Ludwig Kanduketu Stanley Border Post  
*(Referred to a Parliamentary Committee on 28.11.23)*
32. Hon. Karupu:  
Motion to have the former Namibian mine workers in South Africa included in the ongoing compensation targeting all former mine workers in Southern African mines  
*(Adopted on 20.11.23)*
33. Hon. Mike Venaani:  
Motion to debate the causes of high crime rates in Namibia and urgent interventions needed to reduce it  
*(Referred to a Parliamentary Committee on 20.11.23)*
34. Hon. Dr. Iijambo:  
Motion on how climate change can lead to food and water scarcity and the mitigation measures that can be taken to alleviate the plight of the people  
*(Adopted on 21.11.23)*
35. Hon. McHenry Venaani:  
Motion to erect a shrine in Vaalgras where Kaptein Hendrik Witbooi made his ultimate sacrifice  
*(Referred to a Parliamentary Committee on 28.11.23)*



36. Hon. McHenry Venaani:  
Motion for the provision of massive sanitation services to urban and rural areas  
*(Lapsed on 30.11.23 in terms of Rule 28)*
37. Hon. Dr. Iijambo:  
Motion on National Reconciliation Policy  
*(Adopted on 28.11.23)*
38. Hon. Hengari:  
Motion on the deplorable state of holding cells and correctional facilities country-wide that call for urgent intervention  
*(Since a similar Motion was already tabled and referred to a Committee, it was agreed that it also be referred to the same Committee to enrich their report)*
39. Hon. Mbundu:  
Motion to establish specialized schools for the Kavango East and West Region  
*(Referred to a Parliamentary Committee on 29.11.23)*
40. Hon. Muharukua:  
Motion on stock theft in our communities and the impact of our current legislative framework to combat stock theft.  
*(Referred to a Parliamentary Committee on 28.11.23)*
41. Hon. Muharukua:  
Motion on whether or not our current regulatory framework sufficiently protects the individual's rights to privacy  
*(Adopted on 28.11.23)*

### **NATIONAL COUNCIL:**

Bills Considered and Confirmed by the Council without Amendments:

1. Appropriation Amendment Bill [B. 9 – 2022]
2. Abolition of Payment by Cheque Bill [B. 5 – 2022]
3. Property Valuers Profession Amendment Bill [B. 6 – 2022]
4. Administration of Estates Amendment Bill [B. 7 – 2022]
5. Repeal of Obsolete Laws Bill [B. 8 – 2022]
6. Road Fund Administration Bill [B. 10 – 2022]
7. Stamp Duties Amendment Bill [B. 11 – 2022]
8. Income Tax Amendment Bill [B. 12 – 2022]
9. Value Added Tax Amendment Bill [B. 1 – 2022]
10. Appropriation Bill [B. 1 – 2023]
11. Extradition Amendment Bill [B.8 – 2023]
12. International Co-operation in Criminal Matters Amendment Bill [B.7 – 2023]
13. Virtual Assets Bill [B.12 – 2023]
14. Police Amendment Bill [B.5 – 2023]
15. Criminal Procedure Amendment Bill [B.10 – 2023]
16. Financial Intelligence Amendment Bill [B.2 – 2023]



17. Prevention of Organised Crime Amendment Bill [B.11 – 2023]
18. Prevention and Combating of Terrorist and Proliferation Activities Amendment Bill [B.13 – 2023]
19. Banking Institutions Bill [B.15 – 2023]
20. Companies Amendment Bill [B.9 – 2023]
21. Close Corporation Amendment Bill [B.6 – 2023]
22. Livestock and Livestock Products Amendment Bill [B.4 – 2023]
23. Definition of Spouse Bill [B. – 2023]
24. Magistrates' *Court Amendment Bill* [B.17 – 2023]

Bills Considered and Confirmed by the Council with Amendments:

1. Marriage Amendment Bill [B. – 2023]

<b>PERFORMANCE OF THE NATIONAL ASSEMBLY:</b>	<b>TOTAL NUMBER</b>
Sitting days.....	(92)
Days without a Quorum.....	(1)
Bills Tabled.....	(23)
Bills passed without amendments .....	(12)
Bills passed with amendments .....	(10)
Bills reconsidered .....	(1)
Bills withdrawn .....	(1)
International/Executive Instruments Tabled .....	(2)
International/Executive Instruments Adopted/Agreed to .....	(2)
Motions Tabled .....	(41)
Motions adopted/agreed to .....	(12)
Motions referred to the Parliamentary Standing Committees .....	(21)
Motions set aside to allow consultation .....	(1)
Motions withdrawn .....	(5)
Motions which have lapsed .....	(2)
Annual and Ministerial Reports Tabled .....	(10)
Annual Report referred to a Committee .....	(0)
Auditor-General's (AG's) Reports Tabled .....	(106)
Ombudsman Reports Tabled by Presiding Officers .....	(2)
Outreach Reports by Presiding Officers .....	(1)



Petitions Tabled .....	(6)
Reports of Committees Tabled on local visits/meetings/public hearings conducted	5
Reports of Committees Tabled on foreign visits/meetings attended .....	(13)
Reports of the National Council on Audited Reports of the Auditor-General ( <i>Page 222</i> ) .....	(Page 277)
Reports of Select Committees Tabled .....	(1)
Reports of Select Committees adopted .....	(1)
IPU / CPA / PAP / SADC(PF) Reports Tabled .....	(3)
Questions Asked with Notice .....	(239)
Questions Replied to .....	(121)
Questions Mis-directed .....	(4)
Questions withdrawn .....	(1)
Questions which have lapsed .....	(113)
Urgent Oral Questions .....	(57)

### **PETITIONS:**

1. Petition by the Former Refugees Repatriation Association Namibia requesting the Assembly to investigate and to find a solution to their grievances which concern monthly allowances paid to the veterans of the liberation struggle, among others.
2. Petition by the Feminists Movement Namibia Trust calling on the Assembly to have the words "being of different sexes" struck out of the *Combating of Domestic Violence Act 4 of 2003*, and for the same-sex couples to be included in the *Combating of Domestic Violence Amendment Act 6 of 2022* that has been passed by Parliament
3. Petition by the Christian Coalition of Churches in Namibia on the Ruling of the Supreme Court recognizing Same-Sex-Marriages
4. **Follow up Petition** by former Air Namibia Workers Committee on their first one that was referred to a Standing Committee on 24 November 2022, which had to do with the severance packages owed to Air Namibia Employees
5. Petition by Dr. Job Amupanda raising his concern that the National Assembly procedures are hastened and deliberations are being or are to be condensed in passing the 13 important Bills
6. Petition by the Power of Unity Movement Foundation raising concerns for the recognition of same sex-marriages and also about the rushing of multiple Bills without public engagement
7. Petition by the Namibian National Association of the Deaf calling for the recognition of Namibian Sign Language as a National Language





*The National Assembly during one of its sessions*



## DIRECTORATE LEGAL SERVICES

### MANDATE

To provide legal and procedural advice to the Office of the Speaker, the Office of the Secretary, the Parliamentary Standing Committees of the National Assembly and the Secretariat.

### OPERATIONAL ACTIVITIES

- Provide legal advice on parliamentary and related matters to Members of Parliament.
- Scrutinise all legislative documents, including bills presented to the National Assembly to ensure linguistic accuracy and constitutionality.
- Review Bills on legal disputes and related matters returned to the National Assembly by the National Council.
- Provide legal advice to Members of Committees of the National Assembly and the National Assembly Secretariat.
- Assist members of Parliament to draft private members' Bills and draft Bill summaries and analyses.
- Oversee the drafting of opinions and position papers on matters relating to the Office of the Speaker and other such topics as are presented to the Speaker for his or her attention by the citizenry.
- Draft opinions on Parliamentary, Constitutional and Legislative matters as required by the Speaker of the National Assembly.
- Provide professional and administrative assistance to the Secretary of the National Assembly in the form of legal advice on matters of administration.
- Represent the National Assembly in a court of law or other judicial tribunals if required.

### ACTIVITIES UNDERTAKEN

- March 2023 – Drafted notes (including Rules of Engagement) for Speaker during SONA
- May 2023 – Summarised the Digashu legal case on same sex marriages
- May 2023 – Reviewed the contract between National Assembly and CSS Technical Solutions
- May 2023 – Finalised the draft Constitution of the Namibian Women Parliamentary Caucus
- July 2023 – Provided legal opinion on Private Members' Bill and prepared a PowerPoint Presentation for the Members
- July 2023 – Accompanied the Public Accounts Committee to Zambia for a benchmarking visit, and prepared topical notes for the Chairperson and on return assisted in the drafting of the Report.
- August 2023 – Accompanied staff from Table Office on a Benchmarking visit to Kenya and assisted to produce a report with some recommendations
- September 2023 – Scrutinised the Baster Authority Bill
- October 2023 – Offered legal opinion on the Caprivi Concerned Group.
- January 2024 – Scrutinised Report by the Interim Parliamentary Women Caucus.





- February 2024 – Facilitated the swearing-in ceremony of new members of Parliament.
- February 2024 – Assisted staff members of MICT and Chief Legal drafter in drafting Regulations for the Access to Information Act which was passed in 2022.
- February 2024 – Refined the Justice Cluster Report, following a CLA workshop with all stakeholders in October 2023.
- March 2024 – Drafted responses to Petitioners and reviewed Reports of the Standing Committee on Constitutional and Legal Affairs
- Drafted Affidavits on behalf of members and staff members on any topical issue
- Liaised with Electoral Commission of Namibia regarding party issues
- Attended Chamber sessions.



*Speaker of the National Assembly Hon. Prof Peter Katjavivi together with members of Parliament who formed part of the team that participated in the review workshop of the Standing Rules and Orders and Internal Arrangements of the National Assembly in Swakopmund.*



# DIRECTORATE COMMITTEE SERVICES

## MANDATE

The mandate of the Directorate of Committee Services is to provide procedural advice, secretarial services, and administrative and logistical support to National Assembly Standing Committees, and to coordinate Committee duties and functions and manage their budgets.

## OPERATIONAL RESPONSIBILITIES

The Directorate is responsible for the overall coordination and functioning of the Parliamentary Standing Committees, including managing their allocated budget, through the provision of procedural advice, secretariat services, and administrative and logistical support. Providing staffing services for international parliament-related organisations (SADC-PF, PAP, IPU, CPA,) and matters about the partnership agreement between African, Caribbean and Pacific (ACP) countries and the European Union (EU), Parliamentary Global Action (PGA) and other Parliamentary Friendship Groups (PFG).

## THE ESTABLISHMENT OF THE DIRECTORATE

Eight Parliamentary Standing Committees were established in Article 59 of the Namibia Constitution and in accordance with Rule 54 of the Rules of Procedure and Standing Orders of the National Assembly and operate under the respective terms of reference set out in Rules 69 to 76. There were eight Standing Committees, that were operational and consisted of between 19 and 22 members respectively (see Table 1).

During the reporting year, 60 MPs formed part of the eight (8) Parliamentary Standing Committees, one Implementation Committee and one Budget Select Committee.

The Directorate's staff establishment comprised of 23 staff members comprising one (1) Director, four (4) Deputy Directors, nine (9) Chief Parliamentary Clerks, seven (7) Parliamentary Clerks, and one (1) Private Secretary. The Directorate currently therefore have one (1) vacant position.

**Table 1: Summary of Committee meetings and staff breakdown**

Standing Committees	No. of ordinary meetings	No. of Consultative meetings	No. of members	No. of Staff
Constitutional and Legal Affairs	18	0	20	4
Economics and Public Administration	22	0	24	5
Foreign Affairs, Defence and Security	17	0	23	4
Natural Resources	18	5	26	4
Gender Equality, Social Development and Family Affairs	6	0	22	4



Standing Committees	No. of ordinary meetings	No. of Consultative meetings	No. of members	No. of Staff
Human Resources and Community Development	18	1	19	4
Information and Communications Technology and Innovation	12	0	16	5
Public Accounts	11	0	20	5
Implementation Committee	2	0	9	4
Budget Select Committee				

The following sections provide more detail on the specific terms of reference and highlights for each Standing Committee during the reporting period.

## THE PARLIAMENTARY STANDING COMMITTEE ON GENDER EQUALITY, SOCIAL DEVELOPMENT AND FAMILY AFFAIRS

### DUTIES AND FUNCTIONS

- To consider any matter, it deems relevant about O/M/As and state-owned enterprises, including parastatals responsible for gender equality, child welfare, poverty eradication, persons with disabilities and social welfare.

### HOSTING FOREIGN DELEGATIONS

None

### INTERNATIONAL ENGAGEMENTS

- Study Visit on the Motions on State Dialysis Facilities and Mental Health Facilities as well as on the general Health Facilities (Hospitals, Health Centres and Hospitals) on 9<sup>th</sup> – 19<sup>th</sup> June 2023 in Dodoma and Dar Es Salaam, United Republic of Tanzania.
- The 4<sup>th</sup> Africa TB Summit held on 27<sup>th</sup> – 28<sup>th</sup> July 2023 in Nairobi, Kenya
- UN High Level Meeting on TB held on 20<sup>th</sup> – 24<sup>th</sup> September 2023 in the USA.
- SAfAIDS Regional Policy Advocacy Townhall on Prevention of unsafe abortion among Adolescent Girls and Young Women in SADC on 8<sup>th</sup> – 9<sup>th</sup> February 2024 in Johannesburg, SA.

### DOMESTIC PUBLIC HEARINGS AND OVERSIGHT VISITS/ WORKSHOPS/TRAINING

- Commemoration of the World TB Day held on 26<sup>th</sup> – 28<sup>th</sup> April 2023 in Tsumkwe, Otjozondjupa Region.
- Public Hearings on the Petition on Sexual and Gender-Based Violence (SGBV) and Femicide held on 21<sup>st</sup> – 27<sup>th</sup> May 2023 in Gobabis, Omaheke and Otjozondjupa Regions.



- Public Hearings on the Petition on Sexual and Gender-Based Violence (SGBV) and Femicide and Inspection Visits to State Health Facilities (Hospitals, Health Centre and Clinics) held on 6<sup>th</sup> – 12<sup>th</sup> August 2023 in Omusati, Oshana, Ohangwena and Oshikoto Regions.
- Gender Mainstreaming and Gender Responsive Budgeting held on 14 – 18 August 2023 in Swakopmund.
- Public Hearings on the Petition on Sexual and Gender-Based Violence (SGBV) and Femicide and Inspection Visits to State Health Facilities (Hospitals, Health Centre and Clinics) held on 3<sup>rd</sup> – 9<sup>th</sup> September 2023 in //Kharas, Hardap and Omaheke Regions.
- Capacity Building Workshop for Women in Politics and Decision Making held on 26<sup>th</sup> – 29<sup>th</sup> October 2023 in Swakopmund.
- Inspection Visits to State Health Facilities (Hospitals, Health Centre and Clinics) held on 12<sup>th</sup> – 18<sup>th</sup> November 2023 in Kunene and Erongo Regions.
- Inspection Visits to State Health Facilities (Hospitals, Health centres and Clinics) held on 18<sup>th</sup> – 25<sup>th</sup> November 2023 in Zambezi, Kavango-East and Kavango-West Regions.
- Public Hearings on the Petition on Sexual and Gender-Based Violence (SGBV) and Femicide held on 21<sup>st</sup> – 27<sup>th</sup> May 2023 in Gobabis, Omaheke Region.
- Public Hearings on the Petition on Sexual and Gender-Based Violence (SGBV) and Femicide were held on 15<sup>th</sup> – 19<sup>th</sup> January 2024 in Erongo, Kunene, Zambezi, Kavango-East and Kavango-West Regions.

## THE PARLIAMENTARY STANDING COMMITTEE ON HUMAN RESOURCES AND COMMUNITY DEVELOPMENT

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### DUTIES AND FUNCTIONS

To enquire into and monitor all matters related to human resources and community development; education, sports and culture and employment creation.

### HOSTING FOREIGN DELEGATIONS

Delegation from Botswana visit from 2 – 7 October 2023 on issues related to Labour, Trade, Transport, Works, ICT, Research and Development, and Home Affairs.

### INTERNATIONAL ENGAGEMENT

Study Visit on the Motion on Youth Unemployment at the Parliament of Mauritius held 13<sup>th</sup> March – 20<sup>th</sup> May 2023 in Port Luis, Mauritius.

### DOMESTIC PUBLIC HEARINGS AND OVERSIGHT VISITS/ WORKSHOPS/TRAINING

- Public Hearing with Ministry of Labour Industrial Relations and Employment on the Motion of the devastating strike at the Namibian Broadcasting Corporation (NBC) held in C 1 Conference Room, Windhoek on 11<sup>th</sup> April 2023.
- Public Hearings on the Motion on Youth Unemployment Crisis in Namibia held 27<sup>th</sup> May – 4<sup>th</sup> June 2023 in Zambezi, Kavango East, Kavango West and Ohangwena Regions.



- Public Hearings on the Motions on Electricity and Water Debts Write Off held 28<sup>th</sup> May – 3<sup>rd</sup> June 2023 in //Kharas, Hardap and Omaheke Regions.
- Public Hearing with NBC Board and Management on the Motion of the devastating strike at the Namibian Broadcasting Corporation (NBC) held in C 1 Conference Room, Windhoek on 11<sup>th</sup> July 2023.
- Public Hearings on the Motion on Youth Unemployment Crisis in Namibia held 30<sup>th</sup> July – 6<sup>th</sup> August 2023 in Omusati, Oshana, Oshikoto and Otjozondjupa Regions.
- Public Hearings on the Motion on Youth Unemployment Crisis in Namibia held 23<sup>rd</sup> – 26<sup>th</sup> October 2023 in Kunene and Erongo Regions.
- Public Hearings on the Motion on Youth Unemployment Crisis in Namibia held 23<sup>rd</sup> – 28<sup>th</sup> October 2023 in //Kharas, Hardap and Omaheke Regions.
- Public Hearings on the Motions on Electricity and Water Debts Write Off held 29<sup>th</sup> October– 4<sup>th</sup> November 2023 in Omusati, Kunene and Erongo Regions.
- Public Hearings on the Motions on Electricity and Water Debts Write Off held 5<sup>th</sup> – 12<sup>th</sup> November 2023 in Oshana, Oshikoto and Otjozondjupa Regions.
- Public Hearing with Ministry of Information and Communication Technology on the Motion of the devastating strike at the Namibian Broadcasting Corporation (NBC) held in C 1 Conference Room, Windhoek on 28<sup>th</sup> November 2023.

## **SOUTHERN AFRICAN DEVELOPMENT COMMUNITY PARLIAMENTARY FORUM (SADC-PF)**

- Multi Stakeholder’s Workshop on the end of SRHR Project Performance Review held 31<sup>st</sup> March- 2<sup>nd</sup> April 2023 in Swakopmund.
- The SADC PF, Advancing Rights in Southern Africa (ARISA) and Southern Africa Resource Watch (SARW) Women Land Rights Training for Women Members of Parliament held on 17 – 21 April 2023 in Rosebank, Johannesburg, South Africa
- Convening of SADC Members of Parliament to discuss harmful practices in Africa held on 17<sup>th</sup> – 20 April 2023 in Johannesburg, South Africa.
- The SADC PF Statutory Meetings held on 8<sup>th</sup> – 13<sup>th</sup> May 2023 in Johannesburg, South Africa
- Regional Consultative Workshop to raise awareness among key advocacy and policy influences on the SADC declaration on TB in the Mines and regional initiatives on 16<sup>th</sup> – 19<sup>th</sup> May 2023 in Lusaka, Zambia
- The SADC PF EXCO Meeting held on 27<sup>th</sup> – 28<sup>th</sup> May 2023 in Eden Blue Hotel, Eden Island, Seychelles
- The 53<sup>rd</sup> SADC PF Plenary Assembly Session held on 2<sup>nd</sup> – 8<sup>th</sup> July 2023 in Arusha, United Republic of Tanzania.
- SADC PF FANR Learning Event held on 27<sup>th</sup> – 28<sup>th</sup> September 2023 at Hilton Hotel Windhoek, Namibia
- African and Asian Parliamentarians Meeting towards International Conference on Population and Development and Addis Ababa Declaration on Population and Development held on 22<sup>nd</sup> – 28<sup>th</sup> October 2023 in Kigali, Rwanda
- Enhancing Parliaments’ role in Defending and promoting Human Rights in Southern Africa on 7<sup>th</sup> – 10<sup>th</sup> November 2023 in Lilongwe, Malawi
- The SADC PF and ARASA Key Population Round Table held on 30<sup>th</sup> November – 1<sup>st</sup> December 2023 in Johannesburg, South Africa.



## THE PARLIAMENTARY STANDING COMMITTEE ON NATURAL RESOURCES

### DUTIES AND FUNCTIONS

The Standing Committee on Natural Resources has to consider any matter it deems relevant concerning the Offices, Ministries, Agencies, and all State-owned Enterprises and Parastatals responsible for the following category of affairs which shall, among other things, include; Agriculture, Water and Forestry, Environment and Tourism, Fisheries and Marine Resources, Mines and Energy, Land Reform and may for that purpose consult and liaise with the relevant institutions.

### HOSTING OF FOREIGN DELEGATIONS

None

### INTERNATIONAL ENGAGEMENTS

- Capacity Building Workshop on Climate Change in Ghana, 04-06 May 2023.
- Participation in X Novinsky International Ecology in Russia, 25-26 May 2023.
- Attended Global Change Maker Academy – Germany, 21-25 August 2023.
- Attended the Parliamentary Dialogue for the African Climate Summit in Kenya, 04-05 September 2023.
- Attended a workshop on Climate Change in Botswana, 25-27 September 2023.
- 2024 ATOMEXEXPO, Russia, 25-26 March 2024.

### DOMESTIC PUBLIC HEARINGS AND OVERSIGHT VISITS/ WORKSHOPS/TRAINING

- Public hearing on Motion on illegal mining in Uis, 08-10 May 2023.
- Visit the resettlement farms in Otjozondjupa & Omaheke regions, 15-19 May 2023.



*Parliamentary Standing Committee on Natural Resources conducting public hearings on Human/wildlife conflict in Zambezi region and Kavango East and West regions,*



- Visit the conservancies on Motion on Human-Wildlife Conflict in Kavango and Zambezi regions, 05-19 August 2023.
- Public hearings and stakeholder's consultation on the Motion on Seals, 7 – 11 August 2023.
- Visit Farm Tripolli (joint with Economics on Uranium mining), 06 September 2023.
- Visit the resettlement farms in Kunene & Erongo regions, on 31 July and 04 September 2023.
- Conference on Mining by Chamber of Mines of Namibia – Windhoek, 30-31 August 2023.
- Joint meeting of the Parliamentary standing committees of Natural Resources and Economics and Public Administration with Stamped Aquifer Uranium Mining Association (SAUNA), 16-18 November 2023.
- Oversight Visit to Kavango Cattle Ranch and Attendance at the Annual General Meeting of Traditional Leaders 13-17 November 2023.

## **MOTIONS REFERRED TO THE COMMITTEE**

- Initiation and Development of the Green Hydrogen Industrial Sector, 10 July 2023.
- Motion on Food Security in Namibia, 22 November 2023.

## **CONSULTATIVE MEETINGS**

- Marble Association, 28 November 2023.
- Ministry of Mines and Energy, 14 November 2023.
- Ministry of Agriculture, Water and Land Reform on Green Schemes, 15 November 2023.
- Ministry of Environment, Forestry and Tourism, 14 November 2023.
- Chamber of Mines, 27 February 2024.

## **COMMONWEALTH PARLIAMENTARY ASSOCIATION (CPA)**

- 66<sup>th</sup> Commonwealth Parliamentary Conference 30 September to 6 October 2023 in Accra, Ghana (report done).
- CPA delegation visit to the Parliament of Namibia on CPA bench-marks self-assessment 27 November 2023 - 01 December 2023.
- CPA Benchmark Mission to Westminster (UK Parliament) on 15-17 December 2023.
- CPA Executive Committee Meeting (Africa Region) 7-12 March 2024, Uganda (attended by NC).

## **THE PARLIAMENTARY STANDING COMMITTEE ON FOREIGN AFFAIRS, DEFENCE AND SECURITY**

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### **DUTIES AND FUNCTIONS**

The Committee must consider any matter it deems relevant, about the different Offices, Ministries, Agencies, and all State-Owned Enterprises and Parastatals responsible for Defence, Home Affairs and Immigration, International Relations and Cooperation and Namibia Central Intelligence Service (NCIS).



## HOSTING FOREIGN DELEGATES

- ▶ Botswana Parliament Delegation on benchmark visit on 1-7 October 2023.

## INTERNATIONAL ENGAGEMENTS

- ▶ Benchmarking visit to the parliament of the Socialist Republic of Vietnam 11-15 September 2023.
- ▶ Russia-Africa Summit on 26-29 July 2023, Moscow, Joint National Assembly and National Council.

## DOMESTIC PUBLIC HEARINGS AND OVERSIGHT VISITS/ WORKSHOPS/TRAINING

- Oversight Visits to Police Stations, Army Barracks and Correctional Services 22-26 May 2023.
- Training on Migration Management by IOM – 7-9 July 2023 (Swakopmund).
- oversight visit to Karas and Hardap police barracks, prisons and NDF on 6-10 November 2023.
- Southern Africa Regional Parliamentarian’s forum 2023: “Strengthening relationships between parliament and the security Sector on 13-17 November 2023, Windhoek
- oversight visit to Zambezi, Kavango East and West – Motion on overcrowded police cells on 29 January-4 February 2024.

## MOTIONS/PETITIONS REFERRED TO COMMITTEE

None

## THE PARLIAMENTARY STANDING COMMITTEE ON ECONOMICS AND PUBLIC ADMINISTRATION

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### DUTIES AND FUNCTIONS

Monitor, enquire into and make recommendations to the National Assembly on matters that may directly or indirectly affect the economy and public administration of the Republic of Namibia and its people, operate with a vision to promote economic development and public administration, review and advise the National Assembly on the activities and matters related to State-Owned Enterprises; and enquirer into and monitor international protocols, conventions and agreements that may affect the Namibian economy, and public administration and make recommendations where necessary to the National Assembly.

## HOSTING OF FOREIGN DELEGATIONS

None





## INTERNATIONAL ENGAGEMENTS

- Benchmarking visit to the Parliament of Mauritius on the Industrialisation System in Mauritius on 15-19 May 2023.
- International Monetary Fund (IMF) meeting held in Washington-DC April 2023.
- 63<sup>rs</sup> Session of the OACPS-EU JPA and the 43<sup>rd</sup> Session of the OACPS held in Brussels on 19 to 28 June 2023.
- Benchmarking and oversight visit on the management of government economic, trade and investment facilities in Angola from 7 to 12 Aug 2023.
- Benchmarking visit to Sweden on 22 Sep to 01 Oct 2023.

## DOMESTIC PUBLIC HEARINGS AND OVERSIGHT VISITS/ WORKSHOPS/TRAINING

- Stakeholders workshop on Financial Institutions and Markets Act (FIMA), held in Swakop from 22 to 24 May 2023.
- Joint Mining and Energy workshop with the Committee on Natural Resources held in Swakop from 28 May to 03 June 2023.
- Stakeholder consultative meeting with Namibia Civil Aviation Authority (NCAA) to discuss concerns raised in the 2021/2022 Annual report of NCAA-19 April 2023.
- Consultative meeting with MEATCO on the organization's market position and competitiveness in the local and international market; a strategy to wean off the organization from government bailout and the current status of abattoirs countrywide, among others on 28 June 2023.
- Consultative meeting with Bank of Namibia on 05 July 2023
- Oversight visit to Industrial Parks and SME Centres in Oshana, Omusati, Oshana and Oshikoto regions from 31 Jul to 4 Aug 2023.
- Oversight visit to Skeleton Coast on diamond deposit on 7 to 12 Aug 2023.



*Parliamentary Standing Committee on Economics and Public Administration holds a consultative meeting with the management of Meatco to hear progress made and challenges faced by the entity.*



- Oversight visit on railway infrastructure in Oshana, Ohangwena and Otjozondjupa regions on 7 to 11 Aug 2023.
- Oversight visit on railway infrastructure in //Kharas, Hardap, Khomas and Erongo regions on 28 Aug to 01 Sept 2023.

## PETITIONS AND MOTIONS REFERRED

- Motion by Hon. Nico Smit on procedures dictating the tender-awarding process of the Central Procurement Board of Namibia on 05 April 2023.
- Petition by Lisha Empowerment and Development calling the National Assembly to address the urgent need for reviving the market for the livestock in Namibia's Northern Communal Areas (NCAs) on 25 April 2023.
- Petition by Black People's Economic Emancipation on 25 April 2023.
- Motion by Hon. Nekundi on the Bank Overcharges **Date**.

## THE PARLIAMENTARY STANDING COMMITTEE ON PUBLIC ACCOUNTS

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### DUTIES AND FUNCTION

The Standing Committee on Public Accounts enquire into and monitors all matters related to the accounts showing the appropriation of the sums granted by Parliament to meet public expenditure; accounts and any other matter or task as may be referred to the Committee by the House or under any other law; all reports of the Auditor General on any such accounts; all accounts and reports of accounts where the State has interests; and all State-Owned Enterprises and Parastatals.

### HOSTING FOREIGN DELEGATIONS

None

### INTERNATIONAL ENGAGEMENTS

- SADCOPAC meeting 9-15 July 2023, Johannesburg.
- Benchmarking on public accounts committee's operations in Zambia on 17-21 July 2023 Zambia.
- Training for PAC, 27 September – 6 October 2023, South Africa.

### DOMESTIC PUBLIC HEARINGS AND OVERSIGHT VISITS/ WORKSHOPS/TRAINING

Public hearing and Review of Audited Reports, 13 – 19 August 2024, Otjiwarongo.



## THE PARLIAMENTARY STANDING COMMITTEE ON INFORMATION, COMMUNICATION, TECHNOLOGY AND INNOVATION

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### DUTIES AND FUNCTIONS

The Standing Committee on Information, Communication, Technology And Innovation monitors, enquire into and makes recommendations to the National Assembly on matters that may directly or indirectly affect Information and Communication Technology, Science, Research and Technology, and Consider issues relating to the rollout and use of ICTs throughout the country from an elected representative's point of view to ensure that community and environmental aspects are taken into consideration and address public perceptions on ICT rollout and applications.

### HOSTING FOREIGN DELEGATION

None

### INTERNATIONAL ENGAGEMENTS

None

### DOMESTIC PUBLIC HEARINGS AND OVERSIGHT VISITS/ WORKSHOPS/TRAINING

Inspection Oversight visits over Telecommunication Infrastructures and Regional Medical Health Facilities, 3 – 09 September 2023 (1st Group), 02 – 09 September 2023 (2nd Group); Oshana, Kunene, Omusati, Zambezi, Kavango East, Kavango West, and Ohangwena.

## THE PARLIAMENTARY STANDING COMMITTEE ON CONSTITUTIONAL AND LEGAL AFFAIRS

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### DUTIES AND FUNCTIONS

The Standing Committee on Constitutional and Legal Affairs enquire into and monitors all matters related Review of Bills, reports or issues that are referred to the Committee, makes recommendations for changes to Bills, and reports, and receives petitions lodged in terms of rule 83 of the Standing Rules and Order and deal with them in terms of these rules.

### HOSTING FOREIGN DELEGATION

None

### INTERNATIONAL ENGAGEMENTS

None



## DOMESTIC PUBLIC HEARINGS AND OVERSIGHT VISITS/ WORKSHOPS/TRAINING

- Oversight on projects on marginalized communities, 13 – 19 August 2023, Kunene, Omusati, Otjozondjupa
- Oversight visit to Marginalised Communities, 21 – 25 September 2023, Tsumeb Constituency, Oshikoto Region.
- Review and Planning Workshop of the Parliamentary Standing Committee On Constitutional and Legal Affairs, 28 January – 03 February 2024, Swakopmund, Erongo Region.

## COMMITTEE REPORTS TABLED IN THE HOUSE DURING 2023-2024 FY

*Table 2: Committee Reports Tabled in The House During 2023-2024 FY*

Report title	Standing Committee	Date tabled	Date Transmitted to Executive (O/M/A)
Report on Oversight Visits of Namibia Revenue Agency (NAMRA) Domestic Tax Offices and Customs entry points in Zambezi, Kavango East and West Regions held in August 2022	Economics and Public Administration	5 October 2023	30 November 2023
Report on Oversight Visits of Namibia Revenue Agency (NAMRA) Domestic Tax Offices and Customs entry points in Oshana, Ohangwena and Erongo (30 May- 3 June 2022)	Economics and Public Administration	26 April 2023	24 November 2023
Report on Interface Meetings and Site Visits of Central Business Districts and Malls in Windhoek, Oshakati and Ongwediva held in September 2022 to assess the impact of the COVID-19 Pandemic on our capital city and towns	Economics and Public Administration	5 October 2023	30 November 2023
Report on Benchmarking Visit to Rwanda, Kigali held in February 2023 to learn how Rwanda has developed and implemented her industrial development policy and programme	Economics and Public Administration	5 October 2023	Information and note-taking
Report on Benchmarking Visit to Port Louis, Mauritius held in May 2023 to learn how Mauritius has developed and implemented its industrial development policy and programme	Economics and Public Administration	5 October 2023	Information and note-taking
Report on the African, Caribbean and Pacific States (OACPS) Parliamentary Assembly and the 42nd session of the ACP-EU Joint Parliamentary Assembly (JPA) held in Brussels, Belgium from 28 February to 02 March 2023	Economics and Public Administration	5 October 2023	Information and note-taking
Report on the 63rd Session and 43rd Session from 19 – 28 June 2023 OACPS Parliamentary Assembly and ACP-EU JPA held in Brussels, Belgium respectively	Economics and Public Administration	5 October 2023	Information and note-taking
Report of the Parliamentary Standing Committee on Economics and Public Administration on the Oversight Visits of Industrial Park and SME Centres in Oshana, Omusati, Ohangwena and Oshikoto Regions from 31 July to 4 August 2023	Economics and Public Administration	8 November 2023	27 November 2023



Report of the 4th Session of the International Parliamentarians Conference on the Promotion of Freedom of Religion or Belief held in Nairobi, Kenya from 2 – 3 May 2023	Foreign Affairs, Defence and Security	8 November 2023	Information and note-taking
Report of the Parliamentary Standing Committee on Foreign Affairs, Defence and Security on the Benchmark Visit to its Portfolio Counterpart Committee of the Parliament of Zimbabwe from 6 – 10 February 2023	Foreign Affairs, Defence and Security	15 November 2023	Information and note-taking
Report of the Parliamentary Standing Committee on Economics and Public Administration on the 60th Meeting of the Organisation of the African, Caribbean and Pacific States (OACPS) and the 41st Session of the ACP-EU Joint Parliamentary Assembly (JPA) held in Strasbourg, France from 29 March 2022 to 3 April 2022	Economics and Public Administration	19 April 2023	Information and note-taking
Report on the 61st Session of the OACPS-EU Joint Parliamentary Assembly and the 42nd Session of the ACP-EU Joint Parliamentary Assembly held in Maputo, Mozambique from 25 October 2022 to 2 November 2022.	Economics and Public Administration	19 April 2023	Information and note-taking
Reports of the Standing Committee on Economics and Public Administration on the following – Report on Oversight Visits of Domestic Tax Offices and Customs entry points in Zambezi, Kavango East and West Regions held in August 2022	Economics and Public Administration	15 November 2023	30 November 2023
Report on Interface Meetings and Site Visits of Central Business Districts and Malls in Windhoek, Oshakati and Ongwediva held in September 2022 to assess the impact of the COVID-19 Pandemic on our capital city and towns	Economics and Public Administration	15 November 2023	30 November 2023
Report of the Parliamentary Standing Committee on Economics and Public Administration on the Oversight Visits of Industrial Park and SME Centres in Oshana, Omusati, Ohangwena and Oshikoto Regions from 31 July to 4 August 2023.	Economics and Public Administration	8 November 2023	27 November 2023
Report of the Parliamentary delegation which attended the RoundTable Discussions on the Role of Parliaments in the Implementation of the Convention on the Elimination of All Forms of Discrimination against Women (CEDAW), which was held in Geneva, Switzerland on 22 June 2023	Gender Equality, Social Development and Family Welfares	9 November 2023	Information and note-taking
Report of the 4th Session of the International Parliamentarians Conference on the Promotion of Freedom of Religion or Belief held in Nairobi, Kenya from 2 – 3 May 2023.	Gender Equality, Social Development and Family Welfares	9 November 2023	Information and note-taking
Report of the Parliamentary Standing Committee on Economics and Public Administration on the Oversight Visits of Industrial Park and SME Centres in Oshana, Omusati, Ohangwena and Oshikoto Regions from 31 July to 4 August 2023.	Economics and Public Administration	8 November 2023	24 November 2023
Report of the Parliamentary Standing Committee on Foreign Affairs, Defence and Security on the Benchmark Visit to its Portfolio Counterpart Committee of the Parliament of Zimbabwe from 6 – 10 February 2023	Foreign Affairs, Defence and Security	15 November 2023	Information and note-taking



Reports on the 60th Meeting of the Organisation of the African, Caribbean and Pacific States and the 41st Session of the ACP-EU Joint Parliamentary Assembly held in Strasbourg, France; and Report on the 61st Session of the Organisation of the African, Caribbean and Pacific States - EU Joint Parliamentary Assembly and the 42nd Session of the ACP-EU Joint Parliamentary Assembly held in Maputo, Mozambique.	Economics and Public Administration	26 April 2023	Information and note-taking
Report on the Oversight Visit to Aqua-Culture Projects of the Ministry of Fisheries and Marine Resources in Kavango East, Kavango West, Omusati, Oshana, Omaheke and //Kharas Regions	Natural Resources	29 November 2023	4 September 2024
Report of the Committee's Benchmark Visit to its Portfolio Counterpart Committee of the Parliament of Zimbabwe.	Foreign Affairs, Defence and Security	29 November 2023	Information and note-taking
Benchmark Visit to Zimbabwe Visit to Zambezi Region on Security Situation at the border with Botswana	Foreign Affairs, Defence and Security	Date	-

## OTHER ACTIVITIES

- Validation workshop for Members of the SRO on Committee Rules on 17-21 July, in Swakopmund.
- Protocol, Diplomacy and Etiquette training for MPs and Staff on 20-21 October 2023, with technical assistance from the Ministry of International Relations and Cooperation and the University of Namibia, attended by 30 MPs and 27 staff.
- Training on Report Writing and Minute Taking by the Experts from the Inter-Parliamentary Union (IPU), with technical assistance from the Enhancing Participatory Democracy in Namibia (EPDN), on 22-26 January 2024.
- Provide quarterly reports and attend Steering Committee meetings on the National Anti-Corruption Strategy and Action Plan (NACSAP 2021-2025).
- Attend quarterly EPDN Steering Committee meetings for the launch of the National Assembly Strategic Plan 2023-2027, 18 January 2024
- Conducted quarterly staff meetings
- Conducted Directorate management meetings
- Attended management meetings

## CHALLENGES

- Limited budget allocation for Main Division 04 Parliamentary Committee Services considering the constitutional mandate of the Parliamentary Committee.
- Staff compliments at the Department of Committee Services are not adequate.
- Lack of research capacity.
- Lack of legal services support



# DIRECTORATE OF GENERAL SERVICES

## HUMAN RESOURCES SUBDIVISION

### MANDATE

To render human resources services to MPs and staff as well as to promote their well-being

- 1. Organizational structure:** The National Assembly Secretariat has a total of 147 posts in its organizational structure. During the reporting period, **110 positions** were filled, and for various reasons that included measures to contain the Public Service wage bill **37** were vacant with **16** budgeted for leaving **21** positions unbudgeted for as at 31 March 2024.
- 2. Staff turnover:** Five (5) staff members left the Secretariat for various reasons (**see Table 7**)
- 3. Staff promotion/ transfer/translation in ranks:** Sixteen (16) staff members moved from one position to another through promotion, transfer and/or translation in ranks (**see Table 1 to 6**)
- 4. Capacity building:** Three (3) staff members received funding to undergo qualifying training during the reporting period.
- 5. Members:** As at 31 March 2024, there are Sixty-three (**63**) Members of the National Assembly for the 7<sup>th</sup> Parliament.

## STAFF MOVEMENT AS FROM 01/04/2023 – 31/03/2024

**Table 1: New Appointments 01 April 2023 to 31 March 2024**

No. of staff	Post designation	Post grade	Remarks	Effective date
2	Cleaner	15	New Appointment	25-Sept-23
1	Administrative Officer	12	New Appointment	13-Mar-24
1	Administrative Officer	12	New Appointment	18-Mar-24

**Table 2: Appointment on contract 01 April 2023 to 31 March 2024**

No. of staff	Post designation	Post grade	Remarks	Effective date
1	Chef	12	New appointment	1 August 2023

**Table 3: Promotions and Transfer from other OMAs 01 April 2023 to 31 March 2024**

No. of staff	Post designation	Post grade	Remarks	Effective date
1	Snr Public Relations Officer	7	Promotion	01-May-23
1	Senior Admin. Officer	10	Promotion	01-May-23
1	Chief Security Operations Officer	6	Promotion	01-Feb-24



**Table 4: Transfer within 01 April 2023 to 31 March 2024**

No. of staff	Post designation	Post grade	Remarks	Effective date
0				

**Table 5: Transfer from other OMAs 01 April 2023 to 31 March 2024**

No. of staff	Post designation	Post grade	Remarks	Effective date
1	Chief Parliamentary Clerk	6	Transfer	01-May-23
1	Personal Assistant	6	Transfer	01-Oct-23
1	Human Resource Practitioner	8	Transfer	01-Oct-23
1	Deputy Director	4	Transfer	01-Nov-23
1	Learning and Development Officer	8	Transfer	01-Dec-23
2	Driver	12	Transfer	01-Mar-24

**Table 6: Transfer Within 01 April 2023 to 31 March 2024**

No. of staff	Post designation	Post grade	Remarks	Effective date
1	Messenger	15	Transfer in Rank	01-May-23
1	Driver	12	Transfer in Rank	01-Nov-23

**Table 7: Terminations 01 April 2023 to 31 March 2024**

No. of staff	Post designation	Post grade	Remarks	Last Working Day date
1	Messenger	15	Retirement	31-Mar-23
2	Cleaner	15	Retirement	30-Apr-23
1	Chief Parliamentary Clerk	6	Deceased	23-Jul-23
1	Chief Legal Officer	4	Retirement	31-Jan-24

## CHALLENGES FACING HR

The recruitment process is not seen as every user department responsibility

## RECOMMENDATION

Every User department should be available when it comes to recruitment





Table 8 : Training and Development records 2023-2024

COURSE NAME	STAFF MEMBER	GENDER	POSITION	SERVICE PROVIDER	DATE	TRAINING COSTS
Training on declaration of interest and application for engagement in remunerative work outside public service	Josephina Shatumbu	Female	Director General service	Office of the Prime Minister	21 April 2023 Windhoek	
	Nambahu Nakanyala	Female	Chief Human Recourses			
	Herman Angala	Male	Chief Accountant			
	Emeritha Mofuka	Female	Control Administrative Officer			
	Elifas Angula	Male	Chief system administrator			
	Matti Amunime	Male	Senior Human resource officer			
	Selma Nangolo	Female	Human resource officer			
	Vaapi Kaenda	Female	System administrator			
	Gift Musweu	Male	Computer technician			
Fundamentals of Public Procurement	Appollonia Zaire	Female	Control Administrative Officer; speaker	UNAM NIPAM NUST	24-28 April 2023 Swakopmund	
	Emilie Kambonde	Female	Senior private secretary			
	Emeritha Mofuka	Female	Control Administrative Officer			
	Victoria Victor	Female	Private secretary			
	Alma Mukuju	Female	Senior cleaner			
	Abraham Kakonda	Male	Driver			
	Samuel Kaposambo	Male	Driver			
	Ngauye Kakurijire	Male	Admin Officer: transport			
	Joseph Ndinomupya	Male	Internal Auditor			
	Cornelia Tjaondjo	Female	Special assistant to the speaker			
Linea Shikongo	Female	Parliamentary Clerk				



COURSE NAME	STAFF MEMBER	GENDER	POSITION	SERVICE PROVIDER	DATE	TRAINING COSTS
Fundamentals of Public Procurement	Lynette Sawyers	Female	Parliamentary Clerk	UNAM NIPAM NUST	8-12 May 2023 Swakopmund	
	Gideon Shuuya	Male	Deputy director; security			
	Ian Van Wyk	Male	Administrative officer; table			
	Hilde Kazongominja	Female	Private secretary; committee			
	Alex Lukolwe	Male	Chief administrative officer; transport			
	George Sanzila	Male	Chief information officer			
	Nambahu Nakanyala	Female	Chief Human Recourses			
	Immanuel Nehoya	Male	Deputy director; table			
	Simon Uirab	Male	Director; speaker			
	Vaapi Kaenda	Female	System administrator			
	Merlin P. Muinjo	Female	Senior private secretary; speaker			
	Rosemary Usizi	Female	Administrative officer; auxiliary			
	Gift Musweu	Male	Computer technician			
Circular D12 Training	Martha Kambinda	Female	Accountant	Auditor General	18-20 July 2023 Windhoek	
	Mbazuvirua Karuuombe	Female	Accountant			
Basic Stock Control	Emeritha Mofuka	Female	Control Administrative Officer	Ministry of Finance	25.09.2023- 06.10.2023 Swakopmund	
	Alex L. Silumbu	Male	Chief Admin officer			
	Saima Hailapa	Female	Senior Administrative Officer			
	Immanuel Makili	Male	Admin Officer			
	Ngauye Kakuritjere	Male	Admin Officer			
	Marilyn Muinjo	Female	Senior private secretary; speaker			



COURSE NAME	STAFF MEMBER	GENDER	POSITION	SERVICE PROVIDER	DATE	TRAINING COSTS
Telephone Etiquette	Priscillah Musukubili	Female	Switchboard Operator	ESAMI	21-25 August 2023 Swakopmund	36000.00
	Rebekka Gwasira	Female	Administrative Officer			
	Victoria Victor	Female	Private Secretary			
	Ottillie Shihepo	Female	Cleaner			
Regional Annual Planning and Reporting Workshop	Kathleen Nakutta	Female	Director; committee service	NPC	17 – 19 October 2023 Otjivarongo	
	Josephina Shatumbu	Female	director; general service			
Protocol and antique training	Gideon Shuuya	Male	Deputy director; security	MIRCO	19-22 October 2023 Swakopmund	
	Emeritha Mofuka	Female	Control Administrative Officer			
	Rindrich Jona	Male	Driver			
	Nakanyala Nambahu	Female	Chief human resource officer			
	Kaposambo Samuel	Male	Driver			
	Mengo jefta	Male	Driver			
	kambinda Martha	Female	Accountant			
	Karuuombe Mbazunirua	Female	Accountant			
	Nangolo Selma	Female	HR Practitioner			
	Kakonda Abraham	Male	Driver			
	Amutenya Elizabeth	Female	Personal Assistant ;Secretary			
	Tjaondjo Cornelia	Female	Special Personal Assistant ;Speaker			
Robert Hijja	Female	Librarian				
Fikunawa Brigette	Female	Policy Analyst				
Sinalumbu Vincent	Male	Deputy Director Ripes				



COURSE NAME	STAFF MEMBER	GENDER	POSITION	SERVICE PROVIDER	DATE	TRAINING COSTS
	Tangeni Iiyambo	Male	MP			
	Diergaardt Raymond	Male	MP			
	Auchab A	Male	MP			
	Nekongo Efraim	Male	MP			
	Iisak Willems	Male	MP			
	Iipumbu Longinus	Male	MP			
	Kaundenge Josef	Male	MP			
	Iithete Natangwe	Male	MP			
	Skrywer JA	Male	MP			
	Tobie Aupindi	Male	MP			
	Mike Venaani	Male	MP			
	Katoma Leevi	Male	MP			
	Helaria Mukapuli	Female	MP			
	Elma Dienda	Female	MP			
	Kandjimi Johanna	Female	MP			
	Shekupakela K	Male	MP			
	Karupu S	Male	MP			
	Maria Elago	Female	MP			
	Araes Yvette	Female	MP			
	Sikerete Annakletha	Female	MP			
	Tjirare Charmaine	Female	MP			
	Mootu Utaara	Female	MP			



COURSE NAME	STAFF MEMBER	GENDER	POSITION	SERVICE PROVIDER	DATE	TRAINING COSTS
	ndjoze ojo becky	Female	MP			
	gotthard Kasuto		MP			
	Moongo Winnie	Female	MP			
	Jennifer VanDen Heever	Female	MP			
	kamutali Maria	Female	MP			
	Mathias Mbundu		MP			
	kooper paula	Female	MP			
	tjivese herlinde	Female	MP			
	Kletus Karonda	Male	MP			
	Vincent Mareka	Male	MP			
	Edson Isaacks	Male	MP			
Capacity building for women in politics	Hon. Prof. Loide Kasingo	Female	Deputy Speaker	MGECW & Institute of Democracy and Electoral Assistance	27-29 October 2023 Swakopmund	
	Hon. Agnes Kafula	Female	MP			
	Hon Jennifer Van Den Heever	Female	MP			
	Hon. Charmain Tjirare	Female	MP			
	Hon. Maria Kamutali	Female	MP			
	Hon. Elma Dienda	Female	MP			
	Hon. Becky Ndjoze-Ojo	Female	MP			
	Hon. Utaara Mootu	Female	MP			
	Hon. Ina Hengari	Female	MP			
	Hon. Maria Elago	Female	MP			



COURSE NAME	STAFF MEMBER	GENDER	POSITION	SERVICE PROVIDER	DATE	TRAINING COSTS
	Hon. Nono Katjigisua	Female	MP			
	Hon. Yvette Araes	Female	MP			
	Hon. Winnie Moongo	Female	MP			
	Hon. Patience Masua	Female	MP			
	Hon. Emilia Nuyoma- Amupewa	Female	MP			
	Hon. Bertha Dinyando-Nyambe	Female	MP			
	Hon. Julieta Kavetuna	Female	MP			
	Hon. Johanna Kandjimi	Female	MP			
	Hon. Heriinda Tjiveze	Female	MP			
	Hon. Annakietha Sikerete	Female	MP			
	Kathleen Nakutta	Female	Director ;Committee Service			
	Ms. Namasiku M. Lizazi	Female	Chief parliamentary clerk			
	Werner Abraham	Male	Intern			
	Amos Nuuyoma	Male	Driver			
AAAG Conference	Martha Isak	female	Accountant	AAAG	04 – 07 December 2023 Maseru Lesotho	U\$ 1 050.00 =N\$ 190'15.50 participation fee
	Evodia Mwilima	Female	Senior Accountant			
	Mbazuvirua Karuombe	Female	Accountant			



COURSE NAME	STAFF MEMBER	GENDER	POSITION	SERVICE PROVIDER	DATE	TRAINING COSTS
Graphic Design	Vincent Sinalumbu	Male	Deputy Director; RIPES		12-16 December 2023 Swakopmund	No costs incurred, funded by EPDN  DSA
	George Sinzila	Male	Chief information officer			
	Rafaël Hangula	Male	Senior program analyst			
	Noreen Sitali	Female	Information officer			
	Sacky Kadhikwa	Male	Senior Public Relations Officer			
	Belinda Karuera	Female	Chief policy analyst			
	Quinth Totong	female	Assistance librarian			
	Fabian Kapepiso	Male	Chief librarian			
	Simon Uirab	Male	Director; speaker			
Training of Electoral Stakeholders	Carol Esterhuizen	Female	Chief legal officer	MIRCO / SADC	26-29 January 2024 Windhoek	N\$ 5 160.00 Refreshments
	Vaapi Kaenda	Female	System administrator			
	Josephine Shatumbu	Female	Director; general service			
Training on Performance Management Template	Kathleen J. Nakuuta	Female	Director; committee service	OPM – NIPAM	04 March 2024	
	Risto Nakanyala	Male	Monitoring and evaluation officer			
	Emilia Alweendo	Female	Deputy director: General service			



## CHALLENGES

- Inadequate resources (Training budget)
- Poor feedback
- Fear of change
- Lack of implementation of the capacitated skills
- Lack of training plan.
- Lack of communication

## AUXILIARY AND OFFICE SERVICES SUBDIVISION ANNUAL REPORT 2023-2024

### MANDATE

To provide support and office services to National Assembly MPs and the Secretariat by way of six core functions: registry services, transport services, procurement and stores, cleaning and office support services, and management of capital projects

### HIGHLIGHTS OF THE YEAR UNDER REVIEW

#### TRANSPORT:

- Transport services were provided to National Assembly MPs and staff, including for various regional trips undertaken by Standing Committee Members.
- The total number of vehicles in good condition on hand are 27 and three vehicles were handed over to Ministry of Works and Transport as they have reached their lifespan
- The National Assembly is now responsible for its own fleet and is using the Standard bank fuel system.

Below is the summary of accidents and incidents for the financial year 2023/2024

**Table 9**

Accidents		
Car type and # plate	Date of accident	Police Accident report or any submitted
GRN 40067 Toyota	25 May 2023	Yes
GRN 5085 Quantum	28 June 2023	Yes
GRN 5085 Quantum	11 December 2023	Yes
GRN 2226 Ford	16 Jan 2024	Yes
GRN 32789	8 March 2024	Yes
Incidences		
LNA 25	August 2023	Yes





## PROCUREMENT AND STORES

- The main major project for the institution for the financial year was the repair of the SADC-PF House roof and the Roof of the main building of the Parliament as is very old. The building is over 106 years old.

**Table 10: Major project details**

Service rendered	Bid No:	Bidding amount:	Contractor appointed	Status
Fixing of SADC-PF building roof	W/DP/03-05/23/24	N\$ 1 409 595.25	Ravinias Investment CC	Completed
Fixing of SADC-PF Wall	W/DP/03-05/23/24	N\$ 314 252.50	Ravinias Investment CC	Completed
Repair the roof for Speaker'wing to the check point	W/DP/03-05/23/24	N\$ 849 058.00	Ravinias Investment CC	Completed
Upgrade of Parliament server memory	G/DP/03-03/23/24	N\$ 231 743,00	LANWAN Technologies CC	Completed
Supply and installation of boom gate at NA VIP Parking	W/DP/03-07/23/24	N\$ 143 758,90	Vollmond Engineering CC	Completed
Replacement of absolute microphone in the NA blue room and pink room	G/DP/03-24/23/24	N\$ 481 035,34	Aspect Audio Visual	Completed
Car rental and fuel facility for the period of 30 July 31-August 2023	NCS/RB/03-01/23/24	N\$748 240,00	GG Indongo Family Car Hire	Service delivered
Supply and Delivery of (3) Toyota Hilux Double cab Hilux DC 2.8 GD6 4X4 RAI	G/RB/03-02/23/24	N\$ 2 879 734,57	Indongo Toyota	Delivered

## CHALLENGES AT THE AUXILIARY SERVICES SUB-DIVISION DURING THE 2023/2024 FINANCIAL YEAR

### MAINTENANCE

Given that the building is so old, there are some areas that are giving in and require maintenance all the time. E.g. Pipe bursts, falling ceilings, blocked pipes, electrical challenges etc.

### TRANSPORT

shortage of drivers remained a major challenge during the year under review.

Given that we manage our fleet, the National Assembly to consider adding at least three mechanical artisans to do first aid/ diagnosis to our vehicles before taking them to their respective garage/dealers



## REGISTRY

There is need to employ at least 2 additional staff members at Registry, because has embarked to on the journey to transfer all our documents onto the Electronic Documents Record Management System.

## PROCUREMENT

There are only 2 staff members assigned to foresee the daily procurement work. The workload piles up and a huge backlog accumulates. Additional staff members are required. User departments have a habit of submitting procurement request expecting it to be finalized within a day or 2 which is almost impossible.

## FINANCIAL SERVICES SUB-DIVISION

### MANDATE

To facilitate and ensure effective financial management, including planning, reporting and internal control over public resources allocated to the National Assembly

### OPERATIONAL ACTIVITIES

The main activities include prudent effective financial management and internal control over the resources allocated for each financial year.

### HIGHLIGHTS OF THE YEAR UNDER REVIEW

A budget of **N\$182 761 000.00** was allocated to the National Assembly, whereby an amount of N\$ 15 000 000 was suspended during the budget review from Development budget, moreover an amount of **N\$ 150 031 393** was spent and resulted in an underspending of **N\$ 17 729 607** which is **10.57%**.

**SEE TABLE BELOW:**

**Table 11**

Main Division	Description of Budget Division	Budget Allocation N\$	Actual N\$	Variance N\$	Execution Rate %
01	Legislative Management	20 249 113.00	19 053 836	1 195 277	94.10
02	Parliamentary Coordination & Support Services	39 528 887.00	31 037 078	8 491 809	78.52
03	Information Services	15 286 000.00	10 287 260	4 998 740	67.30
04	Parliamentary Committee Services	86 919 000.00	85 490 072	1 428 928	98.36
05	Legal Services	2 974 000.00	1 867 039	1 106 961	62.78
06	Leader of the Official Opposition Party	2 804 000.00	2 296 108	507 892	81.89
<b>Total Budget</b>		<b>167 761 000.00</b>	<b>150 031 393</b>	<b>17 729 607</b>	<b>89.43</b>
<b>Total % Budget spent</b>					



## FINANCIAL SERVICES CHALLENGES

- System hiccups: system being slow sometimes.
- Capacity building: IFMS, financial intelligence, procurement, protocol, Digital skills and Emotional intelligence.
- Lack of Institutional internal control measures that adhered by everyone.

## RECOMMENDATIONS

- Parliament to be linked to “gov” or any alternative that IT may come up with to resolve these issues
- Accountants to be capacitated in all above gaps
- There is should be institutional internal control measures



# DIRECTORATE LIBRARY AND COMPUTER SERVICES

## SUB-DIVISION: COMPUTER SERVICES

### MANDATE

The Sub-Division Computer Services is responsible for the management and maintenance of the computer network at Parliament. The Computer Services is a common resource share by both National Assembly and National Council responsible for the management and maintenance of the Parliament computer network and provision of technical user support services.

### OPERATIONAL ACTIVITIES

Computer Services runs a helpdesk that provides end-user support to Members of Parliament and administrative staff. Computer services maintains the parliamentary website, [www.parliament.na](http://www.parliament.na), which provides direct access to information related to Parliament.

### ACTIVITIES UNDERTAKEN

- Networking of Photocopy Machines to centralize Printing and Scanning Services.
- Replacement of microphone in committee rooms (Pink and Blue room).
- Installation of Fiber Optic cable to Chamber.
- A 230 Volts UPS for the server room power backup as a disaster recovery measure.
- Twenty (20) laptops for new staff members and replacement of obsolete computers and 35 extended monitors for laptop users.
- Data Backup storage

### CHALLENGES

- Obsolete IT infrastructure – Two Core Switches are required for proper network propagation. Servers has reached their life span and need to be replaced.
- Upscaling of new technology development.
- Insufficient bandwidth
- Lack of ICT policies- adoption of draft documents

## SUB-DIVISION: LIBRARY SERVICES

### MANDATE

The Sub -Division library services is responsible for the provision of information services to legislators and the public.



## OPERATIONAL ACTIVITIES

The Sub Division provides current and relevant legal information and research services to Members of Parliament and library users at large.

## ACTIVITIES UNDERTAKEN

- Membership fees for IFLA and APLESA were paid, including outstanding APLESA fees.
- Book shelves were procured and installed in the library and the basement to create space for materials.
- A total of 120 books were donated, and 30 Constitution booklets in English, Oshiwambo, and Otjiherero.
- 280 books and 64 periodicals were received from the National Library on Legal Deposit.

## CHALLENGES

- Lack of funds to procure books and pay renewal of the database – migrate to open source database



# DIVISION RESEARCH, INFORMATION, PUBLICATIONS AND EDITORIAL SERVICES

## MANDATE

To enhance the effectiveness of Parliament by providing well researched non - partisan information suited to the needs of Parliamentarians; to educate the public about the law-making process to enhance understanding and increase participation in the democratic process; to conduct outreach activities and produce a wide range of publications.

## OPERATIONAL ACTIVITIES

- To increase the visibility and image of the National Assembly through public education, media liaison, exhibitions, social media platforms and publications. To provide researched information to Parliamentarians.

## ACTIVITIES UNDERTAKEN

### SUB-DIVISION: RESEARCH

#### *THE FOLLOWING ACTIVITIES WERE CARRIED OUT BY THE SUBDIVISION:*

The sub-division is responsible for provision of research output to support the oversight responsibility of National Assembly. During the period under review, the sub-division provided briefing papers on gender responsive budgeting, malnutrition and youth unemployment in Namibia for the Committee on Gender Equality and Human resources respectively. In addition, briefing on the mining sector include loyalty payment system in Namibia was provided to the Committees of Natural Resources and Economics and public administration. In the oversight works, guiding questions on the social protection of informal trade and the bank charges by Commercial as well as concept not on the Mining and Energy sector were furnished to the Committee on Economics and public administration. Furthermore, during the period under review, the sub-division formulated presentation on the importance of digitalization and modernization of Parliaments for the Office of the Secretary. The sub-division also assisted various members of the National Assembly with contribution for the 2023/2024 Appropriation Bill for the period under review. In addition, during the 2023/24 financial year, the sub-division provided speeches to the chairpersons of the Standing Committee on Economics and public administration as well as Standing Committee on Natural resources.

As part of on-job training and parliament pursuit to enhance the staffs' skills, the division staffs undertook a Parliamentary Research Training in collaborations with KAS. In addition, the staff members also participated in training on Parliamentary report and minute writing and participated in the IFLA conference. As part of the responsibility to support Committee Services, the sub-division was attached to the Committee on Economics and Public Administration for benchmarking visit to Angola and Mauritius.



## SUB-DIVISION: PUBLIC RELATIONS

### *THE FOLLOWING ACTIVITIES WERE CARRIED OUT BY THE SUBDIVISION:*

**Publicity of the Business of the House** Throughout the period under review, the Public Relations Subdivision significantly enhanced the visibility of National Assembly activities. By forwarding speeches, Bills, Order Papers, and Minutes of Proceedings electronically to the media, the National Assembly ensured comprehensive coverage of parliamentary events. This initiative was bolstered through the use of new social media channels, including WhatsApp and Telegram, and featured prominently on the NBC program “Inside the Chamber.”

### *KEY ENGAGEMENTS AND ACTIVITIES*

- **Trade Fairs Participation:** The Subdivision actively participated in major trade fairs, including the Ongwediva Annual Trade Fair from August 25 to September 2, 2023, and the Rundu Trade Fair from October 26 to November 5, 2023. During these events, Parliament staff engaged with visitors, providing valuable insights into the parliamentary process.
- **‘Open Doors of Parliament’ Program:** This program continued to be a cornerstone of our public engagement efforts. During the review period, we welcomed 54 schools and 2 groups, fostering a deeper understanding of parliamentary operations among students and the general public.

**Visitors and Tours** The ‘Open Doors of Parliament’ program remained integral in building strong connections between Parliament and the community. We facilitated guided tours for local groups, schools, universities, and individuals, both local and international, who sought to gain insight into the law-making process.

**Oversight Visits and Public Hearings** Our division supported parliamentary Standing Committees in conducting oversight visits and public hearings across various regions. These events were widely promoted through communication platforms, including invitations extended to Civil Society Organizations, MICT Regional Coordinators, and the media via WhatsApp groups.

Overall, the Public Relations Subdivision has made notable strides in promoting parliamentary activities, engaging with the public, and enhancing transparency throughout the review period.

### *PUBLIC PARTICIPATION INITIATIVES*

The Parliament of Namibia is committed to fostering transparency and engagement through a robust Public Participation Model. Key to this model is the active involvement of the media and the public in parliamentary activities. The media is consistently invited to cover a range of parliamentary events, including public hearings, committee sessions, courtesy calls, and spot checks. This practice not only nurtures strong relationships between Parliament and the media but also enhances the coverage of parliamentary proceedings.

### *PUBLIC EDUCATION AND OUTREACH*

Parliament has continued to expand its outreach efforts through a variety of public education programs. These include school outreach initiatives, collaborations with colleges of education, and participation in trade fairs. These programs are designed to educate citizens across Namibia, beyond the capital, about the Parliament’s role, functions, and the legislative process.



By engaging with communities, Parliament ensures that citizens are informed about how they can contribute to the legislative process.

### ***PUBLICITY OF PARLIAMENTARY BUSINESS***

To maximize the visibility of its activities, Parliament utilizes multiple channels to disseminate information. Speeches, Bills, Order Papers, and Minutes of Proceedings are electronically shared with the media, enhancing coverage. This dissemination is facilitated through social media platforms such as WhatsApp and Telegram, and is also featured on NBC television's program "Inside the Chamber."

### ***OUTREACH AND PUBLIC ENGAGEMENT***

The 'Know Your Parliament' School Outreach Program remains a cornerstone of our public engagement strategy. Additionally, the 'Open Doors of Parliament' program plays a crucial role in strengthening the connection between Parliament and the public. It offers guided tours to local groups, schools, and universities, providing a firsthand look at the law-making process.

Parliamentary Standing Committees conduct oversight visits and public hearings in various regions, inviting public participation. These visits include workshops with key stakeholders and opportunities for familiarization and benchmarking.

### ***PARLIAMENT ON WHEELS: BRINGING DEMOCRACY TO SCHOOLS***

**Objective:** The Parliament on Wheels program aims to provide students with an immersive and educational experience about the workings of parliament, the democratic process, and the importance of civic engagement.

This initiative was launched at Dr. Lemmer High School in Rehoboth and Jacob Marenga School in Khomas. The unveiling of the state-of-the-art Parliament Bus is aimed at bringing the heart of Namibia's democracy closer to the people.

### ***SUBDIVISION HIGHLIGHTS***

- **Media Engagement:** In response to media inquiries and issues, the Public Relations Subdivision issued press releases and extended invitations to the media for activities such as visits by prominent guests and special events.
- **Increased Publicity:** The subdivision enhanced the publicity of National Assembly business by electronically distributing speeches, Bills, and Order Papers, leading to extensive media coverage.
- **Trade Fair Participation:** Parliament participated in the Opuwo Annual Trade Fair (20 May to 1 June 2024). During these events, Parliament staff educated visitors about the parliamentary process.
- **Visitor Engagement:** The 'Open Doors of Parliament' program attracted numerous visitors, including schools and groups, with a total of 42 Schools participated this year.





## SUB-DIVISION: INFORMATION SERVICES

### **THE FOLLOWING ACTIVITIES WERE CARRIED OUT DURING PERIOD UNDER REVIEW:**

- Two benchmarking visits to the Parliaments of the Republic of Zambia and Kenya on Parliament radio.
- Compiled and facilitated the printing of National Assembly Annual Reports 2020/2021, 2021/2022 and 2022/2023.
- 66 articles were produced for the Parliament website, parliament Journal and social media including sharing some of the news articles with mainstream media.
- The division further facilitated the livestreams of meetings/events including parliament sessions.

### **Selected news articles shared with the mainstream media included the following:**

- SADC-PF SRHR project hailed as a success, April 2023.
- Free WI-FI Motion sparks fear and hope
- DRC President supports transforming SADC-PF into a regional parliament, December 2023.
- Zimbabwe Speaker implores Namibian lawmakers to ensure inclusive justice system, May 2023.
- MEATCO appeals for policy intervention, June 2023.
- Hambukushu Fumu wants old conservation law repealed, August 2023.
- Muyako residents decry crop damages caused by wildlife, August 2023.
- Namibia to benefit from BRICS membership
- Parliament calls for more patrols along border with Botswana, December 2023.
- Namibia addresses inequality through law, October 2023.





*Learners from various schools during their visits to Parliament*







 **KONRAD  
ADENAUER  
STIFTUNG**

