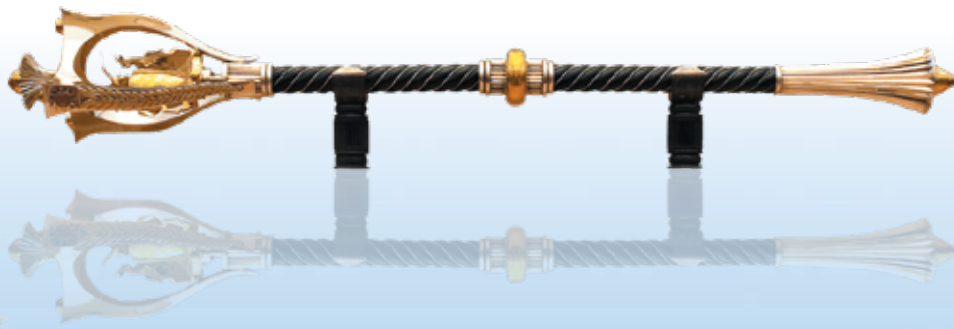




Annual Report

National Assembly

2020/2021





Annual Report

National Assembly

2020/2021





Parliament Building



TABLE OF CONTENTS

List of Acronyms	4
Foreword	5
Executive Summary	7
About us	8
Speaker And Deputy Speaker of the National Assembly	9
Management of the National Assembly	10
Structure of the National Assembly	11
Office of the Speaker	12
Office of the Secretary	15
<i>Division Security and Risk Management Services</i>	17
Directorate Table Office	18
Directorate Legal Services	23
Directorate Committee Services	24
Directorate General Services	32
Directorate Library And Computer Services	36
<i>Division Research, Information, Publications And Editorial Services</i>	40



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LIST OF ACRONYMS

SADC	Southern African Development Community
IOI	International Ombudsman Institute
IPU	Inter-Parliamentary Union
O/M/A/s	Offices, Ministries and Agencies
PAP	Pan African Parliament
ACP-EU	African, Caribbean and Pacific – European Union
SADCOPAC	Southern African Development Community Organisation of Public Accounts Committees
SOE	State-Owned Enterprises
CTO	Commonwealth Telecommunications Organisation
ICT	Information Communication Technology
UNCCD	United Nations Convention to Combat Desertification
DRC	Democratic Republic of Congo
SADC-PF	Southern African Development Community Parliamentary Forum
CPA	Commonwealth Parliamentary Association
AG	Attorney General
IRO	International Refugee Organisation
VIPPD	Very Important People Protection Directorate
MPs	Members of Parliament
NA	National Assembly
NC	National Council
IT	Information Technology
PAC	Public Accounts Committee



Foreword

STATEMENT BY THE SPEAKER OF THE NATIONAL ASSEMBLY

In presenting the National Assembly Annual Report for 2020/2021, I extend my appreciation to our parliamentary staff, whose commitment has been essential in navigating the complexities of this challenging period. This report details our journey from 1 April 2020 to 31 March 2021, a period marked by the COVID-19 pandemic, which tested our resilience and adaptability.

The National Assembly consists of six directorates and two divisions. Each one of these divisions/directorates played an important role in navigating our institution on the best possible path during the reporting period which was marred by the challenges associated with the pandemic.

The Directorate of Office of the Speaker which covers my Office and that of the Deputy Speaker provided leadership to the institution during this most difficult time in the history of our country and that of our institution. We provided guidance and direction on best possible ways to mitigate the effects of the COVID-19 pandemic and to ensure that the business of the National Assembly remained uninterrupted during that period. We engaged party leaders and chief whips to set the tone for new innovations on how best we could advance the concept of technology to ensure that the sessions and the work of the Assembly remain uninterrupted. We will continue to provide that leadership post – COVID 19 era to ensure our constitutional mandate is successfully executed. We have adopted rules that will enable the National Assembly and its committees to have virtual and hybrid sittings in case of such challenges beyond our control.

The Directorate of Legal Services provided critical legal guidance, particularly in interpreting and implementing new health directives and emergency measures. The directorate played an indispensable role in ensuring our compliance with legal standards during this unprecedented time.

The Directorate of Committee Services showed remarkable flexibility in adapting to hybrid committee meetings. The directorate managed the oversight function effectively. They tabled motions and reports, facilitated public hearings and ensured that legislative and oversight responsibilities continued unabated.

The Directorate of General Services faced operational challenges head-on, particularly in managing the limitations brought about by the pandemic. The directorate was instrumental in addressing the urgent need of recruitment of additional drivers and managing the complexities of new procurement guidelines, as well as the smooth conduct of our parliamentary activities. It also ensured that the buildings, offices and bathrooms remained hygienically safe and clean



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



and provided all materials and equipment's that were needed to ensure health protocols in mitigating the effects of the pandemic.

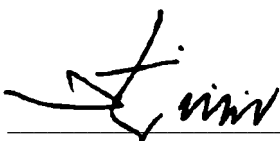
The Directorate of Library and Computer Services rose to the occasion by enhancing our digital infrastructure, crucial for our transition to e-parliament and online platforms. The directorate's efforts in operationalizing the digital distribution of documentation and advancing IT services were vital for our adaptation to the pandemic's demands.

The Division of Table Office demonstrated exceptional agility in managing parliamentary sessions under the new norm, starting with the implementation of a decongestion plan in the Chambers, facilitating the tabling and passing of crucial bills, and adapting to virtual formats to ensure uninterrupted legislative processes.

The Division of Research, Information, Publications, and Editorial Services played a key role in disseminating information and facilitating dialogue and adapting strategies to ensure continuous engagement with the public in a largely virtual environment.

On the international front, talking about the technologically advanced world, during the peak of the COVID – 19 pandemic, we virtually participated in the 212th Session of the IPU Governing Council. What made this session unique was, that it was the first ever IPU Assembly to be convened virtually and we were able to vote online, for the first time the new IPU President. It was a sophisticated exercise but we managed it well and our votes were also counted at the end. The experience of the COVID – 19 pandemic taught us, that change is evident and with commitment we can venture into new avenues that can make our lives and work easier.

To conclude, this challenging period has also underscored the importance of flexibility, innovation, and resilience in our operations. The dedication and adaptability of our Members and the Secretariat have been paramount in ensuring that we continue to fulfil our constitutional mandate effectively. As we look forward to the future, we are committed in applying the lessons learned from these experiences to strengthen our parliamentary processes and systems so as to serve our people to the best of our abilities. I now present the 2020/2021 Annual Report of the National Assembly and I believe that every reader who pages through this report will find it useful and interesting.



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 2020/2021. Article 44 of the Namibian Constitution gives the National Assembly the legislative power to scrutinize and pass 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, 20 Bills were tabled in the National Assembly and 16 were passed without amendments after extensive debates. 3 Bills were withdrawn after being tabled, while one 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 parliamentary inquiries. To this end, a total of 19 motions were tabled for discussions and three were adopted, 101 Auditor-General's Reports were tabled, a total of 14 reports of Standing Committees on local visits, meeting and public hearings were tabled, in addition, a total of 12 Standing Committee reports on foreign engagements were also tabled.

OUTREACH

During the reporting period, the National Assembly as per its oversight mandate, held public hearings in Ohangwena, Oshana, Omusati, Oshikoto, Kunene, Zambezi, //Kharas, Hardap, Kavango West and Kavango East and Omaheke regions on four motions. The motions are on Old Age Homes in Namibia; on Gender-Based Violence; on Expanding Medical Clinics to all tertiary institutions in the country and on high incidences of suicides in Namibia. The National Assembly also conducted inspection visits to capital projects in all 14 regions of the country.

Under the theme "Know Your Parliament Programme", the National Assembly conducted public education campaigns for selected communities by attending trade fairs and visiting secondary schools.

INTERNATIONAL/REGIONAL ENGAGEMENTS

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 Commonwealth Parliamentary Association (CPA) and the Inter-Parliamentary Union (IPU).

PARLIAMENT SECRETARIAT

The Secretariat that consists of various offices, directorates and divisions provides administrative and professional services to the National Assembly. The duties and functions of the Secretariat form 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 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 OMAs and pass relevant laws; approve bilateral and international agreements entered into by the Government of the Republic 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 make provision; and
- Scrutinize the activities of government ministries and agencies.

MISSION: To provide services to the people of the Republic 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 people.

Core values	Description
INTEGRITY	Demonstrate the highest standards of ethical conduct and abide by statutory and policy frameworks that guide the institution.
DIVERSITY	Show respect for all groups and value their contribution as an important asset.
ACCOUNTABILITY	Acknowledge and take responsibility for own actions and decisions.
PROFESSIONALISM	Ensure excellence in work conduct, and take all actions and decisions so as to enhance the image of the National Assembly.



SPEAKER AND DEPUTY SPEAKER OF THE 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. Hilya Amakali
*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 Nghileende
*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*

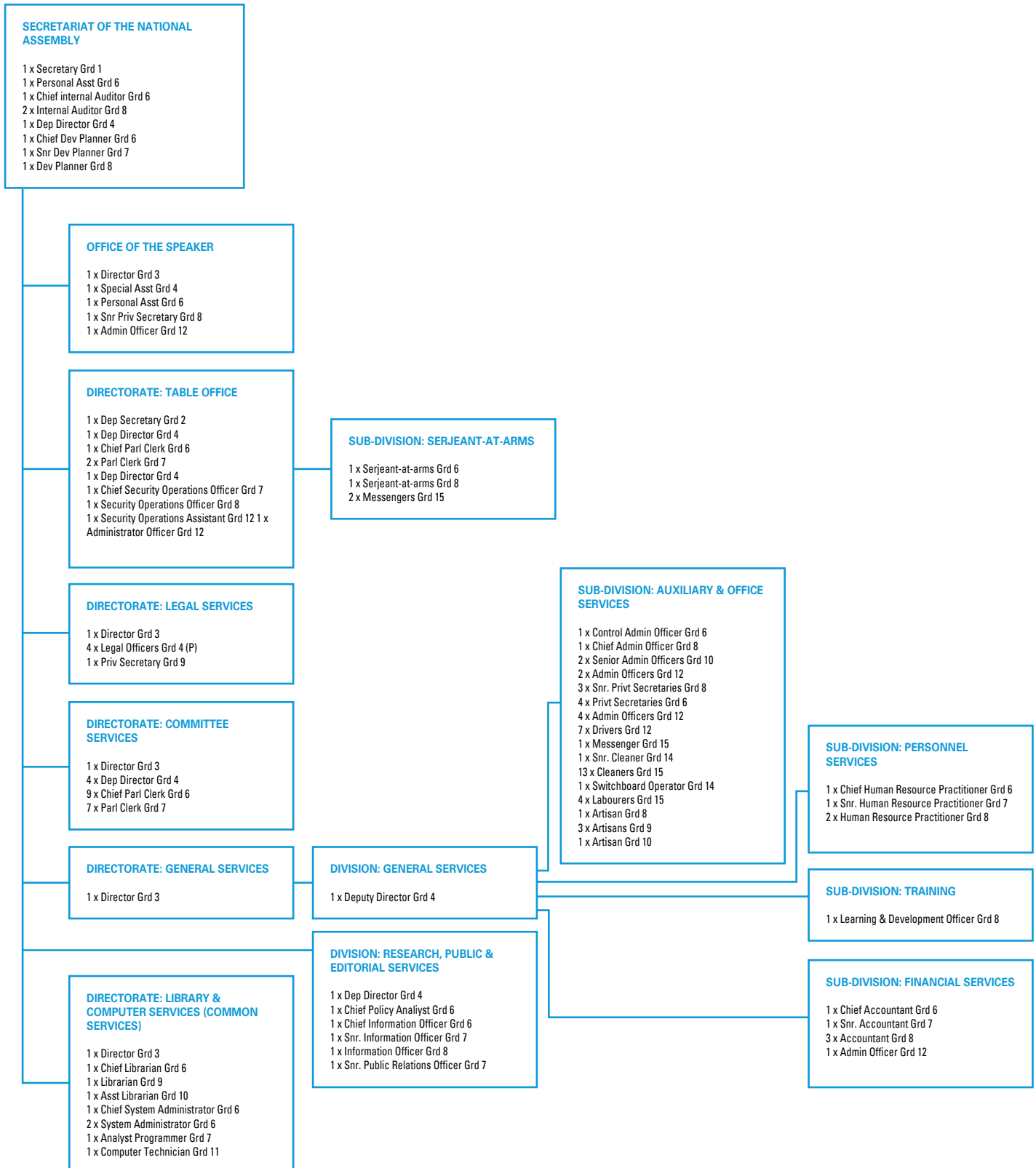


Ms. Cornelia Tjaondjo
*Special Assistant to
the Speaker*



STRUCTURE OF THE NATIONAL ASSEMBLY

SECRETARIAT OF THE NATIONAL ASSEMBLY



OFFICE OF THE SPEAKER

MANDATE

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

- Presiding at sittings of the National Assembly, enforcing the Standing Rules and Orders; 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 Members and Secretariat.
- Representing the National Assembly in its relations with the executive and other authorities at official events and at international arenas of parliamentary multilateral organisations.
- Hosting diplomatic and other foreign dignitaries and delegations, in promoting 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 services range from secretarial to administrative, executive, technical and professional support.

ACTIVITIES UNDERTAKEN IN NAMIBIA

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

- Presided over the official opening ceremony of the Parliament.
- Presided over the sessions of the National Assembly and maintained order in the House.
- Chair the meetings of the Committee on Standing Rules and Orders and Internal Arrangements.
- On 29 June 2020, the Speaker attended a webinar on the impact of the Corona Virus on the economic and social situation in Africa.
- On 3 July 2020, the Speaker hosted His Excellency Xang Yiming, Ambassador of the People's Republic of China for a bilateral meeting.
- On 23 July 2020, the Speaker hosted H.E. Mrs. Alka Bhatia, Resident Representative of the United Nations Development Programme (UNDP) for a bilateral meeting.
- On 14 August 2020, the Speaker hosted H.E. Mrs. Claire Bodonyi, Ambassador of France Republic for a farewell call.
- On 8 October 2020, the Speaker hosted Ms. Farayi, Country Representative of the Food and Agriculture Organization (FAO) for a bilateral meeting.
- On 30 November 2020, the Speaker hosted H.E. Mr Hakan Juholt, Ambassador Designate of the Kingdom of Sweden for a bilateral meeting.



- On 1 December 2020, the Speaker hosted H.E. Mr. Prashant Agrawal, Indian High Commissioner for a bilateral meeting.
- On 3 December 2020, on the invitation of H.E. Dr. Hage G. Geingob, President of the Republic of Namibia, the Speaker attended a Cabinet Retreat at the Windhoek Country Club and Resort.
- On 14 December 2020, the Speaker hosted Ms. Freya Grunhagen, Resident Representative of the Friedrich Egbert Stiftung (FES) for a bilateral meeting.
- On 15 December 2020, the Speaker attended the swearing in ceremony of the Members of the 6th National Council.
- On 29 January 2021, the Speaker hosted the Minister of Finance Hon. Iipumbu Shiimi, for the Ministerial Budget Consultations for the 2021/22 Budget & 2021/22 - 2023/24 Medium Term Expenditure Framework.
- On 5 February 2021, the Speaker hosted H.E. Mr. Omar Berroteran Paredes, Ambassador of the Bolivarian Republic of Venezuela for a bilateral meeting.
- On 8 February 2021, the Speaker officiated at the XXIV conference of Standing Conference of Eastern, Central and Southern African Library and Information Associations (SCECSAL) at Safari Hotel and Conference Centre.
- On 9 February 2021, the Speaker presided over the official opening of the Third Session of the Seventh Parliament.
- On 15 February 2021, the Speaker hosted H.E. Mr Antonio Javier Romera Pintor, Ambassador of the Kingdom of Spain for a bilateral meeting.
- On 17 February 2021, the Speaker hosted H.E. Mr. Sebastien Minot, Ambassador of the France Republic for a bilateral meeting.
- On 24 February 2021, the Speaker attended the official launch of the UNDP 2020 Human Development Report and the Namibia National Human Development Report 2019.
- On 26 February 2021, the Speaker hosted H.E. Mrs. Samika Antlia, Head of the European Union Delegation to Namibia for a bilateral meeting.
- On 30 March 2021, the Speaker with Mrs. Rachel Odder officiated at the signing ceremony of the MoU between UNICEF and National Assembly.
- On 12 March 2021, the Speaker hosted Dr Clemens von Dodderer, Country Representative of the Hans-Seidel Foundation for a bilateral meeting.
- On the 16 March 2021, the Speaker officiated at the launch of "Bring a Buddy to Parliament" initiative, hosted by the Deputy Minister of Information and Communication Technology.
- On 21 March 2021, the Speaker on the invitation of H.E. Dr. Hagen G. Geingob, President of the Republic of Namibia, attended the 31st Independence Day Celebrations at State House.
- On 29 March 2021, the Speaker hosted H.E. Sidonia Acosta Away, Ambassador of the Republic of Cuba for a bilateral meeting.



Speaker of the National Assembly, Hon. Prof. Peter Katjavivi (right) and UNICEF country Representative, Rachel Odede (left) sign the MOU at the National Assembly.



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.
- On 13 August 2020, the Speaker attended a virtual meeting of the Legal Sub-Committee of SADC-PF.
- On 17 September 2020, the Speaker attended the virtual meeting of the Parliamentary Business Sub-Committee of SADC-PF.
- On 25 September 2020, the Speaker attended the virtual meeting of the Regional Parliamentary Model Laws Oversight Committee (RPMLOC) of SADC-PF.
- From the 28th - 29th September 2020, the Speaker attended the virtual meeting of the Executive Committee of SADC-PF.
- From the 9th-11th October 2020, the Speaker attended the virtual meeting of the 47th Plenary Assembly of SADC-PF.
- From the 1st - 4th November 2020, the Speaker attended the virtual meeting of the 206th Session of the IPU Governing Council. The session elected Mr. Duarte Pacheco of Portugal as the 30th President of IPU after an unprecedented online election.
- On 1st March 2021, the Speaker attended the virtual meeting of the Human Resources & Parliamentary Capacity Development Sub-Committee of SADC-PF.
- From the 26th - 27th March 2021, the Speaker attended the virtual meeting of the Executive Committee meeting of SADC-PF.

CHALLENGES

- Limited financial and human resources were the major challenges facing the directorate thus hampering the effective provision of efficient and effective services to the Speaker and the Deputy Speaker.
- The outbreak of the Covid-19 pandemic exposed the weakness of the IT infrastructure at the National Assembly which required a complete upgrade in order to host virtual meeting successfully.
- The absence of an independent parliamentary service commission to effectively address the staff recruitment and allocation continues to hamper the provision of effective and efficient service to the Speaker and the Deputy Speaker.



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 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 secretarial to administrative and executive support. The third staff member is the internal auditor who falls under the sub-division Internal Auditor.

OPERATIONAL ACTIVITIES

- Responsible for the effective management and utilisation of human resources of the National Assembly and provide guidance to the directorates.
- Prepare the annual budget in consultation with the financial adviser and the management.
- Attend sessions of the National Assembly and provide procedural advice to the Speaker, Presiding Members and Members.
- Provide professional 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

- From 8-11th July 2020 the secretary attended capacity building workshops on SRHR in Otjiwarongo.
- From 15-21 November 2020 the secretary attended the workshop on the Amendment of the Standing Rules and Orders in Swakopmund

SUB-DIVISION: INTERNAL AUDIT

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 National Assembly'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.



DIVISION SECURITY AND RISK MANAGEMENT SERVICES

MANDATE

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

OPERATIONAL ARRANGEMENT

The Division Security and Risk Management Services works closely with the Namibian Police 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 among others.

HIGHLIGHTS OF THE YEAR UNDER REVIEW

During the Financial Year under review, the following notable achievements were recorded:

- Physical security infrastructure was upgraded . A new baggage scanner, a walk-through metal detector and a number of CCTV cameras and screens were acquired for the safety of Parliament Building users and for effective monitoring of movements around Parliament precincts.
- The National Assembly in collaboration with co-located institutions, (National Council, OPM, MIRCO and MICT) with the assistance of the Ministry of Defence and Veterans' Affairs debushed a fire security threat area behind the Parliament building and the co-located institutions that had thick bushes growing into the buildings.
- Rendered security service to the assets of the National Assembly when at the precincts of Parliament. This include Members of Parliament, staff members of parliament, visitors, stakeholders, services providers and property of parliament, among others.
- Developed and consistently enforced security measures on the precincts of Parliament.
- 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 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.

CHALLENGES

- The division is under-staffed (only one staff member in the division) and it is a challenge for one person to carry out all the required security coordination of the National Assembly.



TABLE OFFICE



MANDATE

The division supports 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 any bill 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

The performance of the National Assembly during the period is as follows:

Sitting days	(48)
Days without a quorum	(0)
Bills tabled	(3)
Bills passed without amendments	(2)
Bills referred to a Parliamentary Standing Committee	(0)
International Instruments tabled	(8)
International Instruments adopted/agreed to	(7)
International Instruments which have lapsed	(1)
Motions by backbenchers tabled	(16)
Motions adopted/agreed to	(2)
Motions referred to Standing Committees	(0)
Motions rejected	(3)
Motions which have lapsed	(11)
Annual and Ministerial reports tabled	(25)
Ministerial reports referred to the Parliamentary Committee	(2)
Auditor-General's (AG's) reports tabled	(55)
AG's Reports on Councils referred to the National Council's PAC	(0)
Questions asked with notice	(63)
Questions replied to	(53)
Questions which have lapsed	(10)
Questions asked without notice (oral)	(88)

PETITIONS:

- (i) Petition from the Affirmative Repositioning (AR) movement calling for the urgent passing of legislation to regulate foreign ownership of land
- (ii) Petition from Pro Life Namibia rejecting the legislation of abortion in Namibia
- (iii) Petition from Civil Society Organisations calling for the liberalization of the current Abortion Act
- (iv) Petition from #Shut It All Down Movement

MOTIONS:

INTERNATIONAL INSTRUMENTS TABLED BY THE EXECUTIVE:

1. Deputy Minister of Home Affairs, Immigration, Safety and Security:
Ratification of the agreement entered into between Namibia and Russia on the Transfer of Sentenced Persons.
(Agreed to on 17 June 2019)
2. Minister of Health and Social Services:
Ratification of the Treaty for the Establishment of the African Medicines Agency.
(Motion lapsed on 8 July 2020 in terms of Rule 24(b))



3. Minister of Finance:
Amendment of Government Gazette No. 131, 132, 133 and 134 of Part 5A of Schedule No. 1 as was gazetted on 12 June 2020
(Agreed to on 25 June 2020)
4. Minister of Agriculture, Water and Land Reform:
Ratification of the 2018 Revised Agreement between Botswana, Lesotho, Namibia and South Africa on the establishment of the Orange-Sengu Watercourse Commission (ORASECOM)
(Agreed to on 15 September 2020)
5. Minister of Health and Social Services:
Ratification of the treaty for the establishment of the African Medicines Agency
(Agreed to on 14 October 2020)
6. Minister of Labour, Industrial Relations and Employment Creation:
 - Ratification of the ILO Convention 2011 (No. 189) on the Decent Work for Domestic Workers; and
 - Ratification of the ILO Convention 2019 (No. 190) on Elimination of Violence and Harassment in the World of Work*(Agreed to on 20 October 2020)*
7. Minister of Industrialisation and Trade:
Agreement to the economic partnership between SACU Member States and Mozambique and the UK and Northern Ireland
(Agreed to on 20 October 2020)
8. Minister of Justice:
Accession to the Statute of The Hague Conference on Private International Law
(Agreed to on 28 October 2020)

MOTIONS TABLED BY BACKBENCHERS:

1. Deputy Prime Minister and Minister of International Relations and Cooperation:
Regulations and amendments made by His Excellency the President during the period of 28 March 2020 to 28 June 2020
(Motion approved on 8 June 2020)
2. Prime Minister:
Re-nomination by H.E. the President of Dr Nashilongo Shivute as a Member of the Public Service Commission for a period of five years with effect from 1 July 2020 to 30 June 2025
(Motion approved on 16 June 2020)
3. Dr Tangeni Iijambo:
Motion to discuss the National Reconciliation Policy
(Motion rejected on 1 July 2020)



4. Deputy Minister of Health and Social Services:
Motion on the issue of abortion
5. Mr. McHenry Venaani:
Motion for the Assembly to remain in Session beyond the 8 July 2020 as proposed to reconvene on 8 September 2020
(Motion rejected on 1 July 2020)
6. Mr. Nico Smit:
Motion on the absence of an asset register at many government entities and the financial and economic implications thereof
(Motion lapsed on 29 October 2020 in terms of Rule 24(b))
7. Mr. McHenry Venaani:
Motion to debate the precarious situation unfolding in Zimbabwe
(Motion rejected on 16 September 2020)
8. Mr. McHenry Venaani:
Motion to debate the need to promulgate the flexible Land Tenure Act 4 of 2012
(Motion lapsed on 29 October 2020 in terms of Rule 24(b))
9. Mr. Nico Smit:
Motion to debate the issue of the responsibilities of accounting officers in all OMAs, and regional and local authorities
(Motion lapsed on 29 October 2020 in terms of Rule 24(b))
10. Ms. Jennifer Van den Heever:
Motion to discuss the plight of "street kids" for more safe houses and places of safety
(Motion lapsed on 29 October 2020 in terms of Rule 24(b))
11. Mr. Martin:
Motion to discuss and design a fair and effective approach for street vendors' operation
(Motion lapsed on 29 October 2020 in terms of Rule 24(b))
12. Ms. Moongo:
Motion to discuss the need for the creation of a Sex Offenders Register
(Motion lapsed on 29 October 2020 in terms of Rule 24(b))
13. Mr. Mwilima:
Motion to discuss the introduction of an insurance cover policy which may compensate farmers
(Motion lapsed on 13 October 2020 in terms of Rule 28)
14. Mr. Mike Kavekatora:
Motion to deliberate on democracy and development in Namibia
(Motion lapsed on 29 October 2020 in terms of Rule 24(b))



15. Mr. Kazeongere Tjeundo:

Motion to discuss the plight of the people of Kombat
(Motion lapsed on 13 October 2020 in terms of Rule 28)

16. Mr. Joseph Kauandenge:

Motion to discuss the conditions of local authorities in Namibia
(Motion lapsed on 13 October 2020 in terms of Rule 28)

CHALLENGES

Capacity building for both members and staff of the directorate is lacking as this cannot be offered/provided locally . Benchmarking or exchange visits for capacity building is therefore a necessity.



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.
- Scrutinize all legislative documents, including bills presented to the National Assembly to ensure linguistic accuracy and constitutionality.
- Review bills on legal disputes and net 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 tribunal if required.

ACTIVITIES UNDERTAKEN

- Comment paper to the Office of the Speaker regarding Art 32(5)(c) Presidential appointed backbenchers/Standing Committees Official response still pending, 08 June 2020.
- Comment paper to Office of the Speaker regarding proportional representation in standing committees' Official response still pending, 17 June 2020.
- Bill summary Access to Information Bill [B .4 of 2020], 21 June 2020
- Internal Memorandum/Comment paper to Office of the Secretary regarding unduly constituted standing committees' official response still pending, 08 October 2020.
- 2X legal opinions compiled
- 2x bill summaries



DIRECTORATE COMMITTEE SERVICES

MANDATE

To provide procedural advice, secretarial services, administrative and logistical support to National Assembly Standing Committees, to coordinate committees' work and manage their budgets.

OPERATIONAL ACTIVITIES

- Responsible for overall coordination and functioning of the Standing Committees, including managing their allocated budget, through the provision of secretariat services, administrative and logistical support, and procedural advice.
- Providing staffing services for international parliament-related organizations (SADC-PF, PAP and IPU) and for matters pertaining to the partnership agreement between African, Caribbean and Pacific (ACP) countries and the European Union (EU).

SUMMARY OF STANDING COMMITTEES

Standing Committees	Constitutional and Legal Affairs	Foreign Affairs, Defence and Security	Economics and Public Administration	Gender Equality, Social Development and Family Affairs	Human Resources and Community Development	Information Communication Technology and Innovation	Natural Resources	Public Accounts
Membership	17	18	17	14	18	11	13	16

These standing committees were set up in accordance with Rule 54 of the Standing Rules and Orders of the National Assembly and operate under the terms of reference as set out in Rules 69 to 76.

SERVICES TO STANDING COMMITTEES DURING THE REVIEW PERIOD:

- The eight standing committees that were operational consisted of between 12 and 18 members each (see Table 2).
- During the Sixth Parliament, 42 MPs formed part of committees.
- The directorate also served as support to MPs serving on international bodies, namely the CPA (of which the National Assembly is also a member), the IPU, the PAP and SADC-PF.
- The directorate's staff compliment is 22 members comprising one director, four deputy directors, nine chief parliamentary clerks, seven parliamentary clerks and one private secretary.
- One deputy director's post and three parliamentary clerks' posts were vacant for the reporting year.
- The post of deputy director was filled during the last quarter of the reporting period.



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

STANDING COMMITTEE ON GENDER EQUALITY, SOCIAL DEVELOPMENT AND FAMILY AFFAIRS.

INTERNATIONAL HIGHLIGHTS OF THE YEAR UNDER REVIEW.

- The committee attended the Network of African Parliamentary Committees on Health (NEAPACO) meeting held virtually on 27 – 29 October 2020.

DOMESTIC HIGHLIGHTS OF THE YEAR UNDER REVIEW

- Sexual and Reproductive Health and Rights (SRHR) workshop held from 8-10 July 2020 in Otjiwarongo.
- Gender capacity building workshop on Women in Politics and Decision Making for Members of Parliament (MPs) held from 26-28 February 2021 in Swakopmund.
- The committee attended a workshop on Promoting Women's Rights and Gender Equality in Political Representation in Namibia held on 23, 25 and 30 March at the National Assembly in Windhoek.



Members of Parliament at the official opening of the SRHR workshop

The committee did not table reports in the National Assembly.

Date tabled	Report title	Status	Transmitted to line ministry
	None		



STANDING COMMITTEE ON HUMAN RESOURCES AND COMMUNITY DEVELOPMENT

INTERNATIONAL HIGHLIGHTS OF THE YEAR UNDER REVIEW

- None

DOMESTIC HIGHLIGHTS OF THE YEAR UNDER REVIEW

- The committee attended the Sexual and Reproductive Health and Rights (SRHR) workshop from 7-10 July 2020 in Otjiwarongo.
- The committee facilitated the Interactive Engagement Session with legislators on law-making and youth development in the post-Covid 19 era on 29 October 2020 in Windhoek.
- The committee members attended a workshop on Promoting Women's Rights and Gender Equality in Political Representation in Namibia held on 23, 25 and 30 March in the National Assembly in Windhoek.

Table 2: Reports tabled during the review period

Date tabled	Report title	Status	Transmitted to O/M/A
	None		

SOUTHERN AFRICAN DEVELOPMENT COMMUNITY PARLIAMENTARY FORUM (SADC-PF)

MEMBERSHIP

- Five Members of Parliament and the Speaker

OBJECTIVE

- To strengthen SADC's implementation capacity by involving Parliamentarians in its affairs.
- To advocate the harmonisation, ratification, domestication and implementation of SADC protocols, treaties and other decisions at national level.
- To promote the principles of human rights, democracy, peace and security, regional integration, human and social development, economic governance and gender equality through collective responsibility within the SADC region.

HIGHLIGHTS OF THE YEAR UNDER REVIEW

- Namibian Representatives to the SADC-PF attended the following events:
 - Human Resources and Capacity Development sub-committee, virtual meeting, 8 September 2020
 - Business sub-committee, virtual meeting, 11 September 2020
 - Regional Webinar on Capacity Building and Policy Dialogue on Gender and Renewable Energy for SADC Parliamentarians, 15 September 2020



- Meeting of the Executive Committee (EXCO), virtually, 28-29 September 2020
- The 47th SADC-PF Plenary Assembly virtual session, 09–11 October 2020
- Virtual lobby meeting of Speakers with His Excellency, the Prime Minister of the Kingdom of Lesotho, 10 November 2020
- Meeting of the Executive Committee (EXCO), virtually, 27-28 November 2020
- The 48th SADC-PF Plenary Assembly, virtual session, 4-5 December 2020
- Human Resources and Capacity Development sub-committee, virtual meeting, 1 March 2021
- Virtual Executive Committee (EXCO) meeting, 26-27 March 2021
- No reports were tabled in the National Assembly (see Table 10).

Table 10: Reports tabled during the review period

Date tabled	Report title	Status
	None	

STANDING COMMITTEE ON FOREIGN AFFAIRS DEFENCE AND SECURITY

COMPOSITION AND STAFF COMPLIMENT

- The committee has 17 Members of Parliament and is served by four staff members under the leadership of a deputy director . It is chaired by Honourable Leevi Katoma deputised by Honourable Lucia Witbooi.

OPERATIONAL ACTIVITIES

- The committee had a total of seven meetings during the period under review, one of which was a consultative meeting with NAMPOL on the provision of VIP stickers to Members of Parliament with the rest being normal committee meetings . No activity was taken that required the production of a report with the exception minutes

CHALLENGES

- Most notable was the delay in constituting House Standing Committees and high prevalence of Covid 19 deeply impacted on the activities of the committee during the period under review.

STANDING COMMITTEE ON NATURAL RESOURCES

COMPOSITION AND STAFF COMPLIMENT

The committee has 18 Members of Parliament and is served by four staff members under the leadership of a deputy director . It is chaired by Honourable Tjekero Tweya deputized by Honourable Agnes Mpingana Kafula.



OPERATIONAL ACTIVITIES

- The committee had a total of nine meetings during the period under review, all being normal committee meetings.
- National determined contributions (NDCS) awareness workshop held at Out of Africa town lodge in Otjiwarongo, 23-24 October 2020 . The workshop was organized to sensitize the committee on progress made on NDCs and for members to offer strategic direction to the document, before it was tabled in Parliament for approval.

REPORTS

Report on the NDC Workshop to be tabled once the House resumed business in September 2021

CHALLENGES

- Most notable was the delay in constituting House Standing Committees and high prevalence of Covid 19 deeply impacted the activities of the committee during the period under review.

STANDING COMMITTEE ON PUBLIC ACCOUNTS (SCOPA)

MEMBERSHIP

The Committee was constituted on 10 Sept 2020 and it has 15 members.

INTERNATIONAL ENGAGEMENTS/MISSIONS

- Members attended four virtual meetings organised by AFROPAC and the SADCOPAC.

NATIONAL ENGAGEMENTS/MISSIONS

- From 16 to 23 May 2021 members reviewed the Auditor-General's reports in Otjiwarongo. A total of 12 reports were reviewed and finalised.

CONFERENCES/SEMINARS/TRAININGS

- From 16 to 23 May 2021, the committee held one training session for members and staff in Otjiwarongo.

PETITIONS REFERRED TO THE COMMITTEE

- None.

ORDINARY COMMITTEE MEETINGS

- Five ordinary meetings were held.



PARLIAMENTARY STANDING COMMITTEE ON INFORMATION, COMMUNICATION, TECHNOLOGY AND INNOVATION. _____

MEMBERSHIP

The Committee was constituted on 10 September 2020 and it has 13 members.

INTERNATIONAL ENGAGEMENTS/MISSIONS

- None.

NATIONAL ENGAGEMENTS/MISSIONS

- The committee held stakeholders' consultative meetings with the Ministry of Information, Communication and Technology; Communication Regulatory Authority of Namibia (CRAN); Mobile Telecommunication (MTC) and the Namibia Broadcasting Corporation (NBC) during the reporting period.



The Namibia Broadcasting Corporation (NBC) director general Stanley Similo briefs the Parliamentary Standing Committee on Information, Communication, Technology and Innovation

CONFERENCES/SEMINARS/TRAININGS/WORKSHOPS

- The committee held one computer training session for both members and staff in Swakopmund from 24 to 28 May 2021.

PETITIONS REFERRED TO THE COMMITTEE

- None.

ORDINARY COMMITTEE MEETINGS

- Four ordinary meetings were held

REPORTS TABLED

- None



PARLIAMENTARY STANDING COMMITTEE ON CONSTITUTIONAL AND LEGAL AFFAIRS

MEMBERSHIP:

The committee was constituted on 10 Sept 2020 and it has 15 members.

INTERNATIONAL ENGAGEMENTS/MISSIONS:

- None

NATIONAL ENGAGEMENTS/MISSIONS

- During the period March 2020/2021 the committee conducted three meetings.

PETITIONS REFERRED TO THE COMMITTEE

1. Petition by Gandja Users of Namibia calling for the legalization of the use of marijuana in Namibia was referred to the relevant Committee on Gender Equality, Social Development and Family Affairs on 23 April 2021
2. Petition by Pro-Life Namibia rejecting the legalization of abortion in Namibia referred to the Committee on Gender Equality, Social Development and Family Affairs
3. Petition by Namibia Coalition and Alliance on the liberalization of abortion in Namibia referred to the Committee on Gender Equality, Social Development and Family Affairs
4. Petition by a Coalition of Churches in the Omaheke region, petitioning against the legalization of abortion in Namibia
5. Petition by Affirmative Reposition movement on the regulation of land ownership by foreign nationals . Referred to the relevant Committee on Natural Resources on 23 April 2021



Pastor Zelda Van Der Colff of ProLife Namibia (right) hands over a petition against abortion to Secretary of the National Assembly Lydia Kandetu



6. Petition by Saving the Okavango's Unique Life (SOUL), referred to the Committee on Natural Resources
7. Petition by #ShutITAllDown Movement fighting against femicide and sexual and gender based violence against women and children in Namibia and calling for radical, substantive and decisive action referred to the Committee on Gender Equality, Social Development and Family Affairs.
8. Fridays for Future (by DHPS school) To be re-submitted to the 7th Parliament . Petitioners were requested to resubmit their petition on 26 March 2021, referred to the Committee on Gender Equality, Social Development and Family Affairs
9. Petition against the legalization of marijuana by Turning Point Namibia Re-submitted to the 7th Parliament on 28 April 2021. Pending consideration by the Committee

PARLIAMENTARY STANDING COMMITTEE ON ECONOMICS AND PUBLIC ADMINISTRATION

MEMBERSHIP:

The committee was constituted on 11 September 2020 and it has eight members.

INTERNATIONAL ENGAGEMENTS/MISSIONS

- None

NATIONAL ENGAGEMENTS/MISSIONS

- During the period March 2020/2021 the committee conducted three meetings.

CONFERENCES/SEMINARS/TRAININGS/WORKSHOPS

- Induction workshop on national budgeting for Members of the 7th Parliament, organized by the Friedrich-Ebert-Stiftung (FES) on 12 March 2021:

REPORTS TABLED:

- None

Services to international parliament-related organisations and the ACP–EU Partnership Agreement during the review period.



DIRECTORATE GENERAL SERVICES

MANDATE

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

HUMAN RESOURCES SUBDIVISION

ACTIVITIES UNDERTAKEN DURING PERIOD UNDER REVIEW

- **Organizational structure:** The National Assembly Secretariat has a total of 144 posts on its organizational structure. During the reporting period, **85 positions** were filled, and for various reasons that include measures to contain the Public Service wage bill, 59 were vacant with **37** budgeted for, leaving **22** positions unbudgeted for as at 31 March 2021.
- **Staff turnover:** Six staff members left the Secretariat for various reasons (**see Table 1**)
- **Staff promotion/transfer/translocation in ranks:** Twelve staff members moved from one position to another through promotion, transfer and/or translocation in ranks (**see Table 2**).
- **Capacity building:** Two staff members received funding to undergo qualifying training during the reporting period.
- **Members:** As at 31 March 2021, there were **65** members of the National Assembly for the 7th Parliament.

Table 1: Staff turnover 01 April 2020 to 31 March 2021

No. of staff	Post designation	Post grade	Reason for leaving	Effective date
1	Accountant	8	Discharged on account of misconduct	1-Sep-20
1	Driver	12	Resignation	13-Sep-20
1	Chief Parliamentary Clerk	6	Retirement	1-Nov-20
1	Control Administrative Officer	6	Promotion and transfer to Ministry of Works & Transport	1-Jan-21
1	Driver	12	Early Retirement	1-Mar-21
1	Labourer	15	Transfer to Ministry of Health & Social Services	1-Mar-21
6				



Table 2: Staff promotions, transfers and translocation in rank 01 April 2020 to 31 March 2021

No. of staff	Post designation	Post grade	Type of staff movement	Effective date
1	Deputy Director	4	Promotion & transfer from Ministry of Defence	1-May-20
1	Learning and Development Officer	8	Transfer from Ministry of Education	1-May-20
1	Special Assistant	4	Appointment	6-May-20
1	Senior Private Secretary	8	Translocation in rank	1-Jun-20
1	Artisan	10	Translocation in rank	1-Jun-20
1	Director	3	Appointment	15-Jun-20
1	Chief System Administrator	6	Promotion within the Office	1-Nov-20
1	Housekeeper	13	Appointment	1-Oct-20
1	Private Secretary	9	Appointment	26-Oct-20
1	Parliamentary Clerk	7	Transfer within the Office	1-Nov-20
1	Parliamentary Clerk	7	Transfer from National Council	1-Dec-20
1	Chief Policy Analyst (Researcher)	6	Appointment	1-Dec-20
12				

TRAINING AND DEVELOPMENT for 2020/2021

COURSE NAME	GENDER	POSITION/RANK	TRAINING PROVIDER	DATE
Induction and Orientation	Female	Learning and Development Officer	OPM	09-11 June 2020
Bachelors of Communication (Honours)	Male	Accountant	NUST	September 2020
Degree in Business Information (Honours)	Female	Computer Technician	IUM	September 2020
Microsoft Excel 2016, Basic and Intermediate	Male Female Female Female Female Male Female Female Female Female Female Male	Senior Human Resource Practitioner Human Resource Practitioner Human Resource Practitioner Learning and Development Officer Accountant Senior Accountant Administrative Officer Control Administrative officer Administrative Officer Senior Administrative officer Chief Administrative officer	NUST	26-28 October 2020
Foundation Course	Male Female Female	Private Secretary Chief Policy Analyst Learning and Development Officer	NIPAM	08-12 March 2021



AUXILIARY AND OFFICE SERVICES SUB-DIVISION

MANDATE

To provide support and office services to National Assembly MPs and the Secretariat through 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 28 and none of the vehicles were written off.
- There were also no accidents reported.

PROCUREMENT AND STORES

- Installation of two boom gates on the southern side of the parliament building.
- The Chamber system which was shifted to this financial year due to the outbreak of the COVID-19 pandemic last year was finalized.
- Shade nets for all parking bays at the institution were installed.

OFFICE SUPPORT

Table 15: Major project details

Service rendered	Bid No:	Contractor appointed	Status
Boom gates installation	W/RFO-03-01/20	Bentom Constructions cc	Completed
Chamber System	G/ONB/03-02/19	Shine Technology cc	Completed
Shade net supply		PITA Construction	Completed
Biometrics System		Eagle Eye Technologies	Completed



FINANCIAL SERVICES SUBDIVISION

MANDATE

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

OPERATIONAL ACTIVITIES

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

HIGHLIGHTS OF THE YEAR UNDER REVIEW

- A budget of **N\$128 084 000** was allocated to the National Assembly (see Table 16).
- Of the total allocated, **98.58%** was spent.
- The remaining **1.42%** could not be spent for various reasons that are beyond the control the Subdivision such as the Covid-19 pandemic.

See table below:

Main Division	Description of Budget Division	Budget Allocation N\$	Actual N\$	Variance N\$
01	Legislative Management	18,746,858	18,754,426	-7,568
02	Parliamentary Coordination and Support Services	27,487,256	27,022,393	464,863
03	Information Services	9,707,765	9,532,496	175,269
04	Parliamentary Committee Services	69,674,777	68,431,8 15	1,242,962
05	Legal Services	2,467,344	2,520,854	-53,510
Total Budget		128,084,000	126,261,984	1,822,016
Total % Budget spent		98.58		



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 shared by the National Assembly and National Council and is 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, which provides direct access to information related to Parliament.

ACTIVITIES UNDERTAKEN

- Procurement of 20 computers and printers for Members of Parliament as well as accessories to enable virtual meetings such as webcams and headphone set.
- Completion of installation of conference audio/visual recording system in the National Assembly Chamber.
- Continual Software licence support renewal and helpdesk support service
- Acquiring of 18 computers for MPs and two for the Secretariat at **National Assembly** and network accessories such as switches, LAN cables since most MPs share offices.
- Webcam and microphone were also acquired in limited stock to enable some users to attend virtual meetings from their offices.
- Training seminars were also arranged for all users who need help on conducting virtual meetings as well as how to access their official emails from outside the office and usage of WhatsApp as an official communication platform.
- The e-Parliament chamber system also makes it easier to overcome most challenges experienced during Covid-19 as well as;
- Acquiring of tablets for MPs of the National Assembly.
- Therefore, Windows servers were successfully upgraded from 2012 to 2019 version and Exchange server is due for an upgrade from 2013-2019 as well . During upgrading, it was also an opportunity to rename
- All parliament services will be using one domain: parliament.na
 - o Training of IT staff members on Fortinet technology that will enable them to manage firewall and Forti-mail internally.



CHALLENGES

- To embrace e-Parliament, more mobile device such as laptops and tablets/iPad are still needed
- Lack of ICT policy makes it harder for staff member to be held service user accountable
- IT structure needs to be expanded due to service/system growth
 - o Limited IT staff members to set up meetings and carry on with other administrative works.
 - o Insufficient equipment such computers, audio and video recordings.
 - o lack of knowledge among staff members and MPs on conducting virtual meetings.
- **Slow Procurement:** Although requests were made on time, most procurement action is taken once services are due for renewal and thus some downtime are experienced.
- **Annual Maintenance:** Suspension of scheduled annual maintenance affects statistical records for hardware/software performance indicators as no more proper planning is done to acquire new items.

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

1 BOOK STOCK

- The Parliament library received 139 legal deposit books and 20 legal deposit periodicals in 2021 from the National Library.

BOOKS WEEDED

- The library weeded 678 very old books from before 1990. This project took place between 2 and 10 September 2021 with the assistance of a Library Intern student.

LIBRARY USAGE

- The usage of the library by the Members of Parliament decreased due to Covid-19 regulations. The library still remains closed to members of the public but researchers visited with prior appointments.

E-SERVICES

- In July 2021 the library received a mobile phone and is able to communicate the proceedings of the house through various social platforms.



- The usage of electronic parliamentary proceedings increased during this period because of the usage of the Parliament website, Facebook, e-mails, WhatsApp and Telegram services.
- In addition, the library provides the e-New Era and e-Namibian newspapers to its users.

INTERNET USAGE

- The use of two computers available for internet usage by members of the public has decreased but increased for staff members.

CURRENT AWARENESS SERVICES

- The library continues to promote the e-library service through the available social platforms.
- Parliament library received a new update of NAMLEX database from the Legal Assistance Centre which empowered the library, especially during Covid-19, to provide its patrons timely and accurate electronic information such as Proclamations, Laws, Regulations, Statutes and Legislations, Gazettes, Pre-Independence Gazettes and Hansards.
- The e-New Era and e-Namibian newspapers were made available to Parliament library users.
- The library continually informed its users on new books via emails and display new books on the library displays located at the National Assembly Chamber entrance, Parliament library, and at the National Council which enhanced the increase in the library usage.
- The librarian's pick of the day from the newspaper clippings are displayed at the Parliament library entrance.
- The library scans parliamentary proceedings and makes them digital available to its users through Telegram, Parliament website, as well as through emails to the library patrons upon request.
- The usage of library computers by the library patrons, especially by the Members of Parliament for research and internet has increased but decreased for the public users.
- Parliament library is a Member of NIWAN (National Information Workers Association of Namibia) and NIWAN hosted successfully the standing conference of Eastern, Central and Southern African Library and Information Associations from 8 to 11 February 2021, at Safari Hotel and Conference Centre in Windhoek . The librarian also presented a paper titled *"Provision of relevant information by the Parliament library of Namibia to meet the information needs of Members of Namibian Parliament"*.

4. CHALLENGES

- Staff members need training on the effective usage of the library database that is going through annual upgrades . The last training took place in 2015.
- No books were purchased from 2019 to 2021.
- Annual membership fees for AFLIA, IFLA and APLESA has not been paid for 2019, 2020 and 2021.
- Lack of space limits the shelving of new resources.
- The library is experiencing lack electronic books and e-journals, that are crucial in developing the e-library, due to budgetary constraints.



- Budget cuts negatively affects the acquisition of library books needed by the core- users (MPs): on average a recommended book could cost above N\$300 for example, the book titled *“The role of the highest courts of the United States of America and South Africa, and the European Court of Justice in Foreign Affairs* cost N\$3 763.
- As at the end of the financial year, the library lacked electronic books and e-journals.
- Budget cuts affected the library’s acquisition of new books, and periodicals.
- A lack of space limited the shelving of new resources.
- The library needed to acquire additional e-books and e-Journals to develop its e-digital library.



Parliament Library



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 the 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:

- Attended a follow-up Scientific Research Training sponsored by KAS at Gross Barmen Resort and Spa from 5-9 October 2020.
- Presentation at Orientation workshop for Members of Parliament on the Research and Information Division on 19 October 2020.

SUB- DIVISION: PUBLIC RELATIONS

The following activities were carried out by the subdivision:

MEDIA RELEASES AND INVITES

In order to respond to issues raised in the media, the division issued seven Press Releases and five media invitations during the period under review . These relate to activities such as special events and parliamentary meetings . As the period under review falls under the difficult advent of Covid-19, not much has happened in this regards.

PUBLICITY OF THE BUSINESS OF THE HOUSE

The sub-division continued to publicise the House's business by forwarding 37 speeches, bills and all order papers and minutes of proceedings electronically to the media, as a result,



Parliament activities were well covered by media houses, even when movement of people in the parliamentary precinct was reduced due to social distancing protocols.

OUTREACH AND PUBLIC ENGAGEMENTS

The Schools Outreach Programme, 'Know Your Parliament' scheduled to take place in Kunene and Omaheke regions during this period, could not be carried out due to the Covid-19 protocols. Similarly, the division could not participate in local annual trade fairs for similar reasons.

VISITORS AND TOURS

The 'Open Doors of Parliament' programme was also suspended during the period under review, no visitors were allowed.

SUB-DIVISION: INFORMATION SERVICES

The following activities were carried out during period under review:

The sub-division published over 46 news articles for the Parliament Journal, Parliament Facebook page and website. Other social media platforms where these stories were shared include parliament's newly created platforms of Instagram, Twitter and selected videos on its YouTube channel. The division further facilitated the livestreams of meetings/events including parliament sessions. Some of the articles published in all communication platforms and tools include the following:

- Speaker opens virtual budget review meeting – 28/05/2020
- First session of the 7th parliament resumes – 26/05/2020
- Tabling of the National Budget – 27/05/20
- State of the Nation Address – 04/06/2020
- National Assembly committee services team-building workshop – 11/06/2020
- Parliament Covid-19 preparedness – 17/06/2020
- Speaker of National Assembly pays tribute to late Honourable Clara //Gowases – 25/06/2020
- Prolife Namibia hands over petition against abortion to National Assembly – 01/07/20
- Capacity development workshop for MPs on SRHR – 09/07/20
- Speaker meets UNDP Resident Representative – 23/07/20
- French Ambassador bids farewell to Speaker – 14/08/20
- Speaker attends 5th virtual world conference of Speakers of Parliament – 20/08/20
- Speaker meets Deputy Minister of ICT – 02/09/20
- MPs trained to use new digital multimedia conference system- 07/09/20
- Speaker takes part in virtual workshop for SADC MPs on mainstreaming gender in the renewable energy sector – 15/09/20
- Speaker officially opens research training workshop – 05/10/20
- FAO updates Speaker on capacity building workshop for MPs – 08/10/20
- SADC-PF 47th Plenary Assembly starts – 09/10/20
- Speakers of SADC Parliaments agree on transformation of forum into regional parliament – 10/10/20



- Secretary opens orientation workshop for MPs – 19/10/20
- ECN submits annual report to Speaker – 27/10/20
- Committee on HR hosts dialogue on effective legislating for youth development – 29/10/20
- Speaker introduced to incoming KAS Resident Representative – 10/11/20
- IPU virtual assembly 2020 – 02/11/20
- Speaker of National Assembly signs book of condolences for late former Ghana President, H.E. Jerry Rawlings – 17/11/20
- Speaker of National Assembly participates in SADC-PF executive committee meeting – 03/12/20
- Speaker meets non-resident ambassador of Kingdom of Sweden – 03/12/20
- SADC-PF 48th virtual plenary assembly – 04/12/20
- Official opening of parliament – 04/02/21
- Speaker meets newly appointed KAS resident representative – 04/02/21
- Venezuela ambassador pays courtesy call on Speaker – 05/02/21
- Speaker officially opens SCECSAL – 08/02/21
- President opens third session of 7th parliament – 09/02/21
- National Assembly conducts induction training for MPs – 16/02/21
- Speaker meets newly accredited French ambassador – 17/02/21
- EU ambassador meets Speaker – 26/02/21
- Commonwealth Day – 08/03/21
- National Assembly in collaboration with FES host national budget induction workshop – 09/03/21
- Hanns Seidel Foundation offers MPs help to fight deforestation – 12/03/21
- Bring a Buddy to Parly Project kicks off – 16/03/21
- Minister of Finance tables Appropriation Bill – 17/03/21
- Kunene governor appeals for declaration of emergency due to severe drought in region – 18/03/21
- LPM consults Speaker on issues of mutual interest – 25/03/21
- ICT committee meets CRAN – 29/03/21
- Speaker disappointed with longstanding blockade on Cuba – 29/03/21
- Parliament and UNICEF enter agreement

Selected news articles were also shared with the mainstream media including:

- Speaker opens virtual budget review meeting – 28/05/2020
- Parliament Covid-19 preparedness – 17/05/20
- Speaker opens capacity development workshop on SRHR for MPs – 09/07/20
- Speakers of SADC Parliaments agree on the transformation of the forum into regional parliament – 10/10/20
- National Assembly and UNICEF strike agreement – 30/03/21



The following videos were uploaded on Parliament YouTube channel and shared on social media platforms.

- MPs reflect on importance of SRHR – 10/07/20
- National Assembly select committee on fact finding mission to Kunene region to ascertain the impact of drought – 20/03/21
- National Assembly and UNICEF sign MOU (livestream) – 30/03/21



School tour



NOTES:



