

**THE RESEARCH FOUNDATION OF THE STATE UNIVERSITY OF
NEW YORK
CENTER FOR INTERNATIONAL DEVELOPMENT**

**TECHNICAL ASSISTANCE FOR THE STRENGTHENING OF
TANZANIA'S UNION NATIONAL ASSEMBLY**

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**QUARTERLY REPORT
JULY – SEPTEMBER 2004**

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by
SUNY/Tanzania

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1. BACKGROUND TO THE CONTRACT AND A BRIEF ANALYSIS OF THE POLITICAL CONTEXT /ENABLING ENVIRONMENT AND ITS IMPACT ON THE PROGRAM.

The State University of New York Center for International Development (SUNY/Tanzania), in partnership with its associates was on 11 May 2003 awarded a two-year contract to provide technical assistance for the strengthening of Tanzania's Union National Assembly.

The range of support provided under the auspices of this Project will enable the Parliament to carry out its representative, lawmaking, oversight and administrative functions more effectively and in accordance with the spirit of democratic governance. The Project team works as a partner with the Tanzanian Parliament in providing technical support to enable the national legislature to play a more central role in Tanzania's governing and development processes. The Project aims to achieve the following primary results:

- 1) **Improve representation:** increased citizen access to and understanding of the legislative process;
- 2) **More effective lawmaking:** Parliamentary committees make better use of research and more actively solicit inputs from civil society in the consideration of legislation in targeted sectors;
- 3) **Enhance management and administration:** increased quality and efficiency of service delivery to all members by parliamentary administrative support units;
- 4) **More effective oversight:** increased legislative capacity to monitor public expenditure and oversee implementation of the Poverty Reduction Strategy.

The Project is a component part of the USAID D&G Strategic Objective IR 3.2: "Targeted Government Institutions are more responsive to public concerns on selected issues" (i.e. HIV/AIDS, natural resource management & private sector development) IR 3.2.1 states: "Government capacity to engage in the policy/law process strengthened". USAID defines Government in this context as the Parliament. This is the first major legislative strengthening activity launched in Tanzania and as such is a pioneer in terms of provision of technical assistance. This QMR marks the fifth quarter of the Project activity which means that the Project is over half way through the current contract period of two years ending in May 2005.

Although multi party democracy has been in place for almost two decades in Tanzania, in many ways democracy remains very much in its infancy in terms of open political space. CCM holds roughly 90% of all 295 seats in Parliament and this some might say tight rein has been further strengthened by the various opposition parties' own internal problems. Over the past Quarter it has become increasingly clear that the fire and heat associated with political campaigns have already kicked off in earnest despite the fact that the elections are still a year away. This makes the work of the Project timely especially as Tanzania heads to both Presidential and Parliamentary elections in 2005.

The work to build solid coalitions amongst reform-minded MPs that can push for changes within the Parliamentary structures enunciated by the Project are already helping to get things moving far faster than in the past. Over the Quarter this has also begun to be supplemented by building stronger relationships with the Parliamentary Service staffers. These groups include the Parliamentary Committee Clerks, Research Officers, Public Information and Table Office staff. Many of these relationships have been cemented through the Parliamentary Internship Program which ran from June to August 2004 and is discussed in greater detail later in the Report. That aside, the Project team remains conscious of the need to ensure that the coalitions

being built must not isolate any MPs and indeed open up channels between Parliament and other good governance teams working within the Public Service who want to interact with the Parliamentarians and staffers. The initial strategies to build up a solid relationship with the Parliamentary Committee Chairpersons and their Vice Chairpersons have now enabled the Project team to cast its net far wider and capture more MPs into the activities. There are of course resource implications associated with this coalition building in terms of having to repeatedly explain the Project mantra and on occasion rebuff requests received from individual MPs for funding for activities within their constituency, but this has not caused insuperable problems.

2. Executive Summary

The Quarter has seen significant strides in the achievement of a range of Workplan activities which are detailed in tabular form in Annex A.

Key highlights include;

- **Result Area 1** - Completion of an assignment to review the current outreach within the Parliament.
- **Result Area 2** - CSO Exhibition held in Dodoma 20-21 July 2004
- **Result Area 3** - Design and delivery of bespoke skills enhancement training for the Parliamentary Committee Clerk Assistants and the Research Officers.
- **Result Area 4** - Completion of the first Parliamentary Internship program.
- **Result Area 4** - Launch of the impact assessment of the Politicians of the Future (POF) program.

All these matters are discussed in greater depth in the next section of this QMR.

3. SUMMARY OF ACTUAL ACCOMPLISHMENTS COMPARED TO PLANNED ACTIVITIES.

3.1 Program Workplan

One of the guiding principles of the agreed Workplan is that it is a living document and therefore liable to modification subject to the prevailing environment and Sponsor approval, and also that there must be real "buy-in" and ownership of all the activities planned. This has previously entailed regular consultation and meetings with the Parliamentary Projects Co-ordinator to ensure that Parliament fully endorse the activities planned. It also provides the opportunity for the Project to receive adequate feedback on the progress being made to achieve the stated Results. As previously reported it had become increasingly clear that inadequate feedback was being given to staff about the Project activities which in turn sometimes led to some confusion when the Project team attempted to roll out activities. Therefore it was proposed to the Clerk to Parliament that the introduction of a bi-monthly newsletter style document would benefit the flow of communications. So far two editions have been produced and have been met with critical acclaim by the staff who are the target beneficiaries of the information since the Speaker opts to brief Honourable Members of Parliament about the Project activities on the Floor of the House. Copies of the newsletter are attached at Annex B. In addition as the Deputy Projects Coordinator is based in Dodoma and he has proved very willing and able to provide the Project team support, advice and guidance on the Project implementation and helps to supplement the flow of communications about the

Project to the staffers. Therefore we are seeking to build his capacity to undertake his role by including him in all events organized with the staffers.

Regrettably it has to be reported that one of the stalwarts of reform, the Clerk to the Parliament Mr. Musa Kipenka has been appointed to the Bench as a High Court Judge. Mr. Kipenka made no secret of his disillusionment with the workings of the Parliament and in particular the overbearing nature of the Speaker to Parliament. His successor has not yet been announced. In the interim we have arranged to have briefing sessions with Mr. Speaker as he has now shown a keen interest in the Project, especially as he sees the departure of Mr. Kipenka as an opportunity to try to impose his authority to reset the overall direction of the Project. We have had to remind him that Project activities underway were all identified by Parliament as necessary in the efforts to strengthen the institution. This is fairly typical of Mr. Speaker who, over the years, has wielded significant power and influence both within the upper echelons of CCM's Central Committee and also in setting the pace of change within the Parliament. Although not yet confirmed, all indications are that Mr. Speaker, who is married to the Minister for Health who has recently publicly declared that she will not be standing for re-election in 2005, may opt to retire and assume his role full time as Chairman of one of the largest mobile telephone service providers in Tanzania. However the Parliamentary Projects Coordinator is confident that although Mr. Speaker's restored keen interest in Project activities requires that the Coordinator revisit with him issues previously agreed to with the Clerk, this will not impede the overall progress and impact of the Project being made as all the tasks being rolled out are those agreed within the Project Workplan.

Early September 2004 saw the arrival of the new USAID Democracy and Governance Officer Mr. Thomas Bayer who has arrived at a critical time in the life of the Project as the contract enters its sixth quarter. Towards the end of October 2004 the new DFID Governance Advisor will be on board which will help bring some stability as the Project moves closer to the planned external review which will determine the project's future.

In the last QMR the issue of some perceptions and their potential negative impact within and about Civil Society were highlighted, if only as an issue to be aware of. The success of the CSO Exhibition and the resulting willingness of Members of Parliament to interact directly with Civil Society effectively put paid to any reservations or concerns. The key issue is that the component within the Workplan that looks to build the linkages between Civil Society and Parliament must be fully owned and therefore adopted by Civil Society Organizations themselves if there is to be real ownership and therefore sustainability of the linkages created. A number of CSOs who were approached to seek their views on the importance of the link between Civil Society and Parliament now see this as an important part of their lobbying and advocacy strategy and that the role must be embedded within Civil Society rather than lodged within a development partner. This is good news insofar as it means that the initial intervention through the current contract stands a greater chance of being sustained for the long term. In the meantime, the relationship with the CSO specialist contractor, PACT, who is the SUNY subcontractor, remains intact and there is ongoing work to identify opportunities to collaborate in linking CSOs to Parliament. A key initiative will be to help MPs to understand that CSOs have valuable information which can prove useful to the MPs as they consider draft Bills or policy documents. This approach aims to help avoid possible accusations by the Executive or MPs that the CSOs are seeking to be overly critical of the Government simply to cause problems in the run up to the General Election in 2005.

3.2 Activity Summary

Workplan activities undertaken within the QR period July-September 2004 and planned activities for October-December 2004

RESULT ONE: IMPROVING REPRESENTATION: INCREASED CITIZEN ACCESS TO AND UNDERSTANDING OF THE LEGISLATIVE PROCESS

Constituency level public hearings on Parliamentary Bills Workplan Activity 1.2

A. The sheer size of Tanzania and the resource limitations suggest that there will only be a limited ability to conduct further public hearings with Project support. Indeed Mr. Speaker has sought to question the viability of MPs being helped to conduct public hearings at constituency level when, as is his contention, that the Executive is responsible for such matters. Mr. Speaker believes that it is the role of MPs to conduct discussions with their constituents as a matter of course. This is in spite of the empirical evidence that the Project sponsored research revealed, that many constituents do not feel any connection with the legislative process. Therefore the proposed strategy to help deliver this Workplan task will be modified to take account of Parliament's concern by focusing the public hearings around specific Bills which are under consideration within Parliamentary Committees. To ensure the sustainability of the work carried out to date a generic information pack specifically designed for Members of Parliament to enable them to conduct public hearings either as individuals or within the Parliamentary Committee context will also be accompanied by the development of a training video about "how to conduct a public hearing" which can be lodged within the Parliament for future use. Such actions will ensure the sustainability of the intervention into the life of the new Parliament.

ACTIVITIES FOR THE NEXT QUARTER

The forthcoming Parliamentary Session is scheduled to commence in Dar es Salaam with two weeks of deliberations by the Committees who have been assigned Bills for 2nd Reading to scrutinize before the kick off of the November Session. The most pressing ones vis the USAID/DFID key objectives include:

- The Ports Act 2004
- the Environmental Management Act 2004
- the National Economic Empowerment Act 2004
- the Public Procurement Act 2004

We are therefore approaching each of the relevant Committees offering to facilitate a public hearing on the Bills where we can invite representatives from Civil Society to present their views and comments to the specific Parliamentary Committee. Further information will be included in the next QMR.

B. The issue of the need for a Parliamentary calendar which would set out an indicative timetable of when Bills are expected to be tabled within the Parliament continues to be held in stasis in terms of any response by the Executive through the Committee. The creation of such a calendar would enable the legislators to have advance notice of the draft legislation that is coming from the Executive. This matter will ultimately have to be discussed within the Steering Committee which is chaired by Mr. Speaker and the Prime Minister, Chief Whip and Attorney General are all attendees along with the Chairpersons of all the Committees.

ACTIVITIES FOR THE NEXT QUARTER

Trying to get to the bottom of this issue and devising the strategy to handle this will be worked upon over the next Quarter but it will require very careful and discrete handling since it seeks to

promote a greater degree of openness and planning than has been the norm within the Parliament. The initial discussions will be with the Chairperson of the Constitutional, Legal and Public Administration Committee.

Increase access to Parliament by Civil Society Organizations (CSOs)

Workplan Activity 1.3

A. Work is underway to devise a bespoke training workshop for MPs together with CSOs as part of Phase 4 of the strategy to increase access to the Parliament by Civil Society. Pressures associated with the long Budget Session and the forthcoming local elections will likely mean that the roll out of the fourth phase of the increasing access to Parliament strategy will not occur until early in the New Year. However this has not adversely impeded the work to continue to seek opportunities for MPs and CSOs to interact on those issues where CSOs have useful information which if made available to the MPs would help them better perform their oversight role.

ACTIVITIES FOR THE NEXT QUARTER

Such initiatives include using the Committee deliberations on Parliamentary Bills as a means of getting CSOs to interact directly with MPs. Following the Exhibition a number of MPs from the AMANI Forum, which is a coalition of MPs whose focus is on peace building, conflict resolution and human rights, requested a follow-up meeting with one of the CSO Exhibitors Hurepi-Trust. The report arising from that meeting is attached as **ANNEX D**. The impact of the CSO Exhibition is discussed later in this Report.

CSO Exhibition

Workplan Activity 1.3.2

A. The first ever bespoke CSO Exhibition took place at the Bunge grounds on 20-21 July. In the end some 63 Civil Society Organizations turned up in Dodoma although only 60 had confirmed the day before the event opened! However adequate arrangements were made to accommodate the three additional Exhibitors. Despite the work undertaken personally with Mr. Speaker to explain the background and modalities of the Exhibition, he tried to stymie the event by refusing to make any formal announcement in the House to alert MPs to the launch of the Exhibition. However once the event commenced the curiosity of the MPs was piqued so much so that they toured the stalls and then returned to the House to formally ask Mr. Speaker why he had failed to inform MPs about the Exhibition. In fact the Prime Minister toured the stalls for almost two hours and stated how impressed he was with the CSOs represented at the Exhibition both in terms of the sectors represented, their geographical spread and also the quality of the CSOs stalls. The Exhibition enabled the CSOs to interact directly with Ministers and MPs. Indeed one of the CSOs TANGO (Tanzanian Association of NGOs) was able to have a meeting with the Minister of Finance to discuss their specific lobbying activities: something they had been trying to do unsuccessfully for some months prior to the Exhibition. A number of HIV/AIDS CSO activists were able to engage directly with the Chairperson of TAPAC (MPs coalition on HIV/AIDS) who called an ad hoc meeting of the TAPAC Executive Committee to discuss HIV/AIDS specific issues. The event provided a unique opportunity for the CSOs to get their specific issues in front of the Parliamentarians and also to create stronger links for further advocacy work. This means that the Exhibition achieved its primary aim of demonstrating in a tangible way that the theme selected for the Exhibition of ***"CSOs are your partners in development"*** proved entirely apt. The report summarizing the event plus photographs are attached at **ANNEX D**. Inevitably as was to be expected there were many CSOs who could not be accommodated within the 63 that finally exhibited in Dodoma and so following the Exhibition, the Project visited such CSOs based in Arusha, some of which belong to other CSO

networks so as to assess whether there are other ways of helping them to access the Parliamentarians to lobby for their causes. A report arising from that visit is attached at **ANNEX E**.

ACTIVITIES FOR THE NEXT QUARTER

As mentioned above it is intended that the Project will encourage Parliamentary Committees to invite CSOs relative to specific Bills under consideration to come to the Committee proceedings and share their knowledge and information on specific topics under discussion. One means of effectively institutionalizing the idea of CSOs being consulted as a standard operating procedure will be through the inclusion of details about CSOs within the individual bespoke Committee specific resource manuals which form part of the activities within Result Area 2.

Enhance Parliament's outreach activities

Workplan Activity 1.4:

A. The Report and its recommendations for the way forward have been submitted to Parliament. The submission of the report coincides with Parliament's decision to try to mount a civic education program, part of which includes the proposed re-launch of Bunge News amongst other things. This conflicts with the recommendations made by the findings of the two House of Commons specialists who see Bunge News as a lofty, high level document but not the most effective means to get some basic civic education messages across to ordinary citizens. But the Project is also very conscious that Mr. Speaker, who has a particular interest in civic education and also some very rigid views on how this ought to be structured and delivered, will be keen for the Project to provide support. UNDP has agreed to provide some funding towards mounting two youth parliaments later in the year but as there is a financial shortfall, Parliament has approached the Project to fill that gap. This would nicely complement an activity already identified in the agreed Workplan. Work to discuss the modalities of the collaboration between UNDP, Parliament and the Project is scheduled to take place shortly. To supplement the planned youth parliaments, we have suggested to Mr. Speaker the idea of creating a children's guide to Parliament to enable a wider audience than those who will be invited to participate in the youth parliaments to help a larger audience understand the role of the Parliament. His initial reaction has been somewhat ambivalent towards the idea but in all likelihood he is likely to agree that this would be a useful and sustainable adjunct to Parliament's civic education activities.

ACTIVITIES FOR THE NEXT QUARTER

Work will commence to discuss the modalities of the proposed youth parliament(s) in collaboration with UNDP. The proposed development of a children's guide to Parliament will also be explored and submitted to Parliament for their approval.

Review & enhancement of the Parliamentary website

Workplan Activity 1.4.4

A. Parliament has recognized the need to promote the use and availability and indeed accessibility of the Parliamentary website and in particular the POLIS (Parliamentary on Line Information Service) to a wider audience within Tanzania. The development of the website and the POLIS component was funded by UNDP. Parliament in collaboration with UNDESA is seeking to initiate a program to provide Internet access to the MPs at regional level as a form of community based information sharing. Parliament have decided to trial the creation of an extranet in x9 locations Dodoma, Mwanza, Arusha, Tabora, Zanzibar, Songea, Dar es Salaam, Pemba and Mbeya, all of which have the necessary telephonic infrastructure to support an extranet service. The idea will be to place two PCs in the ten pilot locations to enable local people to have access to the POLIS information thereby bringing the Parliament closer to citizens. This will effectively create a wide area network (WAN). There is a discussion underway

with Parliament to assess whether this is an area where the Project could provide assistance within the context of the agreed Workplan.

One of the other key issues confronting Parliament is the existing IT infrastructure within Dodoma which impedes the sharing of information due to the lack of structured cabling which would enable the creation of a local area network (LAN). If a LAN was in place then the storage and retrieval of information within the Parliament would be much more efficient. In order to get an independent assessment of the likely costs, USAID REDSO/ICT based in Nairobi visited the Dodoma site in early August to conduct a thorough needs assessment of the priority staffers, the Committee Clerk Assistants and Research Officers who at present have no desktop internet access nor shared drive facilities. The report detailing the needs assessment and recommendations is attached at **ANNEX F**. Parliament have indicated that this maybe an area where they can find adequate resources to undertake the majority of the work identified but might need to seek some financial assistance from the Project.

ACTIVITIES FOR THE NEXT QUARTER

Parliament has now advised that they have sought competitive tenders via the Central Tender Board for the structured cabling of the whole Dodoma complex. However it is not clear whether Parliament has also included the costs of the IT infrastructure for the new Parliamentary Chamber, the construction of which is due to get underway very shortly. Therefore there will need to be further discussions with Parliament before proceeding.

RESULT TWO: MORE EFFECTIVE LAWMAKING: PARLIAMENTARY COMMITTEES MAKE BETTER USE OF RESEARCH AND MORE ACTIVELY SOLICIT INPUTS FROM CIVIL SOCIETY IN THE CONSIDERATION OF LEGISLATION IN TARGETED SECTORS.

Enhancing Committee operations

- *Review of Committee operations*

Workplan Activity 2.1

A. From the outset the Project has been aware of the disconnect between the Committee Chairpersons and their Committee Clerks in terms of their respective roles and responsibilities. This is compounded still further by two separate but interlinked issues. Firstly there is a very weak research service capability within Parliament. Many MPs do not understand the role of the Research Service and how to use it properly. And as there are only three research officers it is hard to see how they can ever hope to be able to offer a fully operational research service for almost 300 MPs. Therefore MPs have fallen back onto the services provided by their Committee Clerks. The issue of the provision of research services within the Parliament is discussed in depth in Workplan activity 2.4.

Enhancement of C/Clerk skills sets

Workplan Activity 2.1

B. In order to try to achieve a competitive advantage it is clear that the work of the Committee Clerk Assistants and Research Officers, who on the face of it have many synergies and chances to work together, have not really been exploited. Therefore through the provision of properly targeted support in the form of training and development it is hoped that the overall level of support necessary to help the Committees to be more effective in their legislative deliberations will be achieved. To that end a bespoke training program comprising of IT skills to help the Committee Clerks and the Research Officers to make better use of the IT equipment previously provided by the Project was conducted. This was followed by a program of skills enhancement on Parliamentary practices/procedures and research methodologies used in Parliamentary research, using both local knowledge augmented by House of Commons specialist expertise, was rolled out to the target group in late September 2004. The Deputy

Parliamentary Projects Coordinator also attended the workshop to help enhance his skills. The training syllabus for that event is at Annex H.

ACTIVITIES FOR THE NEXT QUARTER

Following the success of the training, the Project will be working directly with the staffers on such assignments as development of the individual Committee Resource Manuals and the pilot exercise to monitor and improve the overall standard of research support available to Members of Parliament details of which appear later in this Report.

Development of a best practice guide on effective Committee operations

Workplan Activity 2.1

C. In light of the comments from Mr. Speaker and now with his whole hearted endorsement, the work to devise the individual Committee Resource Manuals will commence. The development of these Manuals whilst useful for the current Parliamentarians will be very helpful for the new incoming Parliament, at least 40% of which are expected to be new to the political scene. This makes the rationale of producing such Manuals to provide an institutional memory/capability within the Parliament even more crucial.

ACTIVITIES FOR THE NEXT QUARTER

Work is now underway to compile the data for inclusion in the Manuals in liaison with the individual Committee Clerks for each Parliamentary Committee. First drafts will feature in the next QMR.

Standing Orders

Workplan Activity 2.2

A. One of the most important things any Parliamentarian needs to master and understand are the Parliamentary Standing Orders/Rules of Procedure since these govern Chamber and Committee work. Standing Orders have to be approved by the Whole House at the beginning of every 5 year Parliamentary term and often there is little or no background briefing provided to new Members to help them understand or interpret those Rules. Therefore a strong and determined Speaker of the House can effectively "clip wings before the birds have hatched". In addition the Standing Orders/Rules Committee is also chaired by Mr. Speaker and it is through that forum that issues ought to be raised by the Members on Rules that they want to receive clarification about or revision of. Therefore it was important to carry out a comparative analysis of the current Standing Orders to overlay them with Standing Orders in other Commonwealth countries to assess whether the current Rules are pro or anti back Bench Members of Parliament. The comparative analysis report is attached at ANNEX G. The handling is delicate in that the problems arising from the Rules have to go before the Standing Orders Committee and therefore must have the endorsement of the majority of the Members. With the analysis now completed it will be proposed to Parliament that a workshop to help brief Members on the Standing Orders and to share the comparative analysis findings will be the next step.

ACTIVITIES FOR THE NEXT QUARTER

The comparative analysis is now with Parliament seeking their approval to proceed to design a workshop to impart the issues of contention identified within the Standing Orders review with the overall aim of trying to get some if not all of the changes adopted during the life of the current Parliamentary Session. However the issue of adopting proposed amendments to the Rules is entirely a matter for Parliament but the comparative analysis is the first of its kind and marks, potentially a positive step forward.

Sources of Committee information

Workplan Activity 2.3

Initial thinking is that this will be covered through the development of the resource manuals detailed in item 2.1.C above

Increase access to research materials and services

Workplan Activity 2.4

A. The previous work to clarify the current provision of Parliamentary Research Services indicated that, as suspected, the Service is woefully under resourced and its mandate is unclear. On the basis of that research report, the Project formally suggested to the Clerk to Parliament that the Research Officers should be reassigned to form a part of the Clerks Department to enable the provision of research to be more adequately integrated into the Committee system. Initial feedback from the Clerk was positive but with his departure it is clear that Mr. Speaker takes an opposite view and is reluctant to invest any resources into the provision of research services. Mr. Speaker's opinion is that research is best conducted by MPs themselves and his impression is that once trained in the use of information technology that all MPs will undertake and produce their own research reports. Whilst it is true that MPs can make use of the services available through information technology and the WWW, it is important to acknowledge that given the limited Sitting Time available, that MPs require at the very least, some basic research support. Original thoughts had been to try to effectively "relaunch" the Parliamentary Research Service but this on balance is unlikely to enable the level of service to be improved without both the management and political commitment which ought to flow from the Parliamentary Service Commission which is chaired by Mr. Speaker. It is clear that there is no real commitment to making such ideas a reality this side of the elections. Therefore attention has been focused on the current systems in place within the Committees in terms of provision of research support to MPs. One issue that is clear is that the focus of the support in terms of research services needs to be building the capacity of the Institution, i.e. the staff, since the MPs will require a much longer, more high level of support and given the campaigning in the run-up to the elections, there may be some reluctance by MPs to commit themselves to such a specialist level of skills development. In discussion with the Parliamentary Projects Coordinator, it became increasingly clear that an alternative strategy had to be devised to achieve the Workplan objectives. Mr. Speaker's reluctance has now meant that a two phase approach has been designed and accepted by the Parliamentary Projects Coordinator. The process will be;

Phase 1: that a pilot exercise using the Committee Clerk Assistants together with the Research Officers will see the introduction of a research request form which will be used to log all research requests received from the MPs. Some basic procedures/operating guidelines will be adopted to try to achieve uniformity of approach and research methodologies used. The authors of the research reports will ensure that a copy of the research report generated will be logged, monitored, and stored on a floppy disk and passed to the Parliamentary Projects Coordinator. At the end of the pilot (October to December) there will be a review of the individual reports be held to assess the overall quality and standards found in all the reports. It will also be possible to identify and group the thematic areas of research requests which will, in turn inform the issue of adequate resourcing within Parliament. This will effectively mean the introduction of formal albeit internal peer group reviews. By undertaking this kind of groundwork, the Parliamentary Projects Coordinator believes that this will provide the basis upon which further and possibly extensive changes can be recommended within the Parliament.

Phase 2: the second phase which will run concurrently with the pilot exercise will be to establish of strong, demonstrable working relationships with some well known research organizations: ESRF (Economic Social Research Foundation), REPOA (Research on Poverty Alleviation) and also the Political Science Department of the University of Dar es Salaam since these are widely recognized as authoritative sources of information and research which currently have no formal linkages with the Parliamentary Research Service. As the Research Service capabilities are enhanced then the introduction of formal peer group reviews of the research reports generated can be introduced. Ultimately all research reports could be made available to all MPs. In the initial stages the researchers could produce "fact sheets/synopsis" of their research which could be uploaded onto the website. This would all be another means of making Parliament more accessible to its citizens. This is also analogous to the concept of involving mid career professionals as in envisaged in sub component 2.3 – sources of Committee information.

ACTIVITIES FOR THE NEXT QUARTER

The pilot exercise of logging and monitoring the handling of all research requests received by Committee Clerks and Research Officers will commence with the October 2004 Session and will continue through to the end of the year. The procedures and research request form that will be used during this pilot are attached at **ANNEX I**. In early 2005 a review of the overall quality and thematic areas of the research requests will be undertaken and a report submitted to Parliament charting the best way forward. There is also some merit in considering how other Commonwealth Parliamentary Research organizations operate for example India or Uganda. This will be explored further and will be reported on in the next QMR.

RESULT THREE: ENHANCED MANAGEMENT AND ADMINISTRATION: INCREASED QUALITY AND EFFICIENCY OF SERVICE DELIVERY TO ALL MEMBERS BY PARLIAMENTARY ADMINISTRATIVE SERVICES UNITS;

Development of holistic modernization plan for the Parliament.

Activity 3.1.

A. Action taken: in abeyance until the previous UNDP reports and interventions have been comprehensively reviewed.

ACTIVITIES FOR THE NEXT QUARTER

Reviews to be completed and proposed way forward to be submitted to Parliament in early 2005.

Improve organizational effectiveness of Parliament.

Activity 3.1.

ACTIVITIES FOR THE NEXT QUARTER

B Given that the Parliamentary Commission have already received a Human Resource Report which was funded by UNDP, SUNY has been advised that the Report makes some quite radical recommendations for change that Report will have to be reviewed to avoid duplication of effort in this area.

ACTIVITIES FOR THE NEXT QUARTER

Reviews to be completed and proposed way forward to be submitted to Parliament in early 2005.

Internship Program.

Activity 3.2

A. The first ever bespoke Parliamentary Internship program ended on 11 August 2004. Overall the Program was commended by Parliamentarians as being very useful and indeed there are x5 Committees (Finance & Economic Affairs, Economic Infrastructure, Public Accounts, Social Affairs, Environment & Natural Resources) who have requested that the Interns be retained to provide additional research assistant support in the October/November Session. There was initially some hesitation within the Parliament towards the Interns, despite the extensive briefing that was undertaken to seek to get full buy-in of the Program. The issue of effective internal communication systems within the Parliament remains an ongoing issue. This may have been because each year the University of Dar es Salaam sends its 2nd Year students on "practical placements" around Tanzania. The practical placements which are organized through the Public Service have for a long time been considered as very haphazardly organized. The placements are usually for 6 weeks during the summer months. There is little or no support provided to the students with only two visits made by Faculty representatives during the practical placement. Added to which the stipend promised to those students is often not paid. This contrasts starkly with the bespoke Parliamentary program which commences with a one week orientation and concludes with a three day debriefing. Reports compiled by the Faculty Sponsor and the Associate Dean Practicum are attached at **Annex J.**

ACTIVITIES FOR THE NEXT QUARTER

The Associate Dean Practicum will now have to steer the outcomes of the Internship Program through the internal University systems to assess whether the Program, as constructed, could be worthy of the award of academic credits, in which case any future iterations would have to be targeted at 2nd Year Students rather than Finalists. Parliament is now considering those reports to assess their ability to roll out another iteration of the program in the future.

Consider the establishment of a training unit for new MPs & staff.

Workplan Activity 3.3:

As part of the impact assessment of the Politicians of the Future (POF) program the assessment team will be seeking to identify the range of skills enhancement/development training required by MPs and staff with the aim of effectively creating a training menu of the skills required when working in Parliament. Those results will also be overlaid with the ideas behind the establishment of the East Africa Parliamentary Institute (EAPI) to see whether there are similar training themes identified within the other East African countries.

ACTIVITIES FOR THE NEXT QUARTER

The idea of a tripartite meeting is still under consideration with the three Clerks to Parliament around the EAPI concepts and findings from the POF assessment will need to be featured in the Clerk's deliberations.

RESULT FOUR: MORE EFFECTIVE OVERSIGHT: INCREASED LEGISLATIVE CAPACITY TO MONITOR PUBLIC EXPENDITURE AND OVERSEE IMPLEMENTATION OF THE POVERTY REDUCTION STRATEGY.

Assess the general level of budget performance analysis currently undertaken

Workplan Activity 4.1

A. Although the basic budgetary analysis skills workshops rolled out in May 2004 were both timely and informative, they have identified the need for further assistance to help the Members of Parliament get to grips with the whole specter of public sector financial management. Such items as the Public Expenditure Reviews, the Medium Term Expenditure

Frameworks to name two areas where traditionally the Parliament has not been actively engaged. With that in mind, the Project has established links with the World Bank who have been working with the Executive to explore the possibility of making the PER process much more inclusive and consultative particularly in the context of consulting the Parliamentarians. This is discussed later under relationships with other donors/development partners (see P. 16).

ACTIVITIES FOR THE NEXT QUARTER

Following the discussions with the PO-PMS there is an obvious synergy where the Project could provide assistance to Parliamentarians to help them to better perform their scrutiny function by actively pushing the Treasury for information to support budgetary projections/estimates relative to agreed performance targets. These issues will be discussed with the Parliamentary Committee Chairperson for Finance and Economic Affairs. This would also link into the work to link up the Project with the new anti corruption activity launched by USAID in that Parliamentarians would, once briefed about the PER/BER processes and reports could be more proactive in their scrutiny functions.

Enhance Parliaments budgetary analysis capability.

Workplan Activity 4.1.B.

A. It was hoped that the two day basic budgetary analysis skills workshop could be repeated twice before the next Session in November 2004 to capture more MPs however the pressure on the legislative diary meant that these workshops will not now take place until January 2005 before the February Session.

ACTIVITIES FOR THE NEXT QUARTER

The Chairperson of the Committee on Finance and Economic Affairs has indicated that there is a need for further budgetary training skills course of greater depth to assist the MPs. This work will commence following the IMF Conference scheduled for October 2004. Outline program attached of the IMF Conference is attached at **Annex K.**

Design briefing sessions for MPs on Public Expenditure Review & annual Auditor General Reports

B. The Project has now established an excellent working relationship with the current Comptroller and Auditor General and he has agreed to collaborate on Project activities to help demystify the Auditor General reports and provide assistance to Parliamentarians to help them to be better able to understand the annual audit reports and therefore perform their scrutiny role based on the Auditor General's findings and recommendations.

ACTIVITIES FOR THE NEXT QUARTER

The Project in discussion with the World Bank has offered to put together the Committee Chairpersons for a session to open up the structure and content of the public expenditure review process and its linkages to PRS 2 but the timing is yet to be agreed. The need to better integrate the items identified within the DFID funded fiduciary in terms of linking Parliamentarians more closely to the NAO is also being considered for further initiatives over the next quarter.

Develop a seminar aimed at explaining/exploring the impact of the Poverty Reduction Strategy in Tanzania

C. Whilst Civil Society has been actively involved in the PRSP review and putting forward contributions towards the development of PRS2, the MPs have continued to rely on the Executive to set the pace.

ACTIVITIES FOR THE NEXT QUARTER

Further follow up work is underway with Honourable Makinda and Civil Society to assess the need for further briefing and information sharing. There is still more work required to help the Parliamentarians to fully understand the implications and importance of the PRS processes there is further consideration of how best to involve Parliament in the review process to ensure greater ownership of the PRS2.

Design briefing sessions for MPs on the interface between Parliament & Local Councils vis decentralization

E. Work is now well advanced to design a three day workshop to members of two Committees Local Authorities Accounts (LAAC) and Public Accounts (PAC). The training will look at the accounts issues from the central to local level and will involve the Ministry of Finance and the Auditor General plus specialists from Mzumbe University. The attendees will also be introduced to the idea of public expenditure tracking surveys (PETS) which links directly to the new USAID D&G contractor as a way of helping Parliamentarians to understand the importance of tracking actual expenditure voted and released.

ACTIVITIES FOR THE NEXT QUARTER

The workshop for LAAC and PAC is now scheduled for 15 November 2004.

Develop a workshop on anti-corruption/fraud avoidance in the Public Sector

G. Following the formal establishment of the relationship between APNAC and Transparency International, work has been undertaken to try to scope out the content of an anti-corruption workshop. APNAC have put forward a proposed event however the costs associated with the payments of allowances to the MPs was exorbitant and therefore the Project has had to review previous support and training in the field of anti-corruption. A major conference was held on February 2003 and whilst reviewing that Conference paperwork (jointly funded by UNDP and the Good Governance Coordination Unit) it was clear that the current request for assistance replicates the 2003 Conference on the majority of the proposed topics. The current APNAC request for assistance has therefore been reframed to make the proposed event more action-oriented in terms of the role of Parliamentarians as leaders in seeking to curb and to deal with cases of corruption especially in the run up to the General Election. APNAC had originally wanted the full Parliament to attend the conference but the Project's counter proposal seeks to involve the full APNAC Executive Membership and the Committee Chairpersons on the basis that such a select group of Parliamentarians will be better able to focus their attentions on actions rather than a repetition or restatement of the facts which are already well known that corruption is still adversely effecting development initiatives. A copy of the outline workshop content is attached at Annex L.

ACTIVITIES FOR THE NEXT QUARTER

It is hoped that the counter proposal put forward by the Project is accepted by APNAC so that work can commence to identify a suitable date for the workshop. The proposed reframing of the workshop will also enable messages and information about the relevance and importance of public expenditure tracking surveys to be highlighted to the Parliamentarians as a very tangible means of tracking where money is going and to deal head on with the effects of corruption or mismanagement of public funds.

Creation of a Panel of x5 budgetary experts who can be called upon to help MPs examine and assess draft estimates.

H. Following a request from the Committee that the Panel is required to be on hand to provide assistance for the November 2004 Session when the actual releases made to MDAs (Ministries, Departments & Agencies) will be scrutinized. In addition the Finance & Economic Affairs Chairperson has now asked for additional assistance from the Advisory Panel to provide

research and background briefing on the macro economic policy in Tanzania this will help the Committee to gain a better level of understanding on this topic in preparation for the IMF/World Bank conference in October 2004.

ACTIVITIES FOR THE NEXT QUARTER

Following the IMF Conference discussions can be held with the Committee Chairperson to assess the level of future support required from the Panel.

Discuss with the Finance Committee Chairperson the concept of the creation of a Parliamentary Budget Office similar to that in Uganda and South Africa

I. The Project has been advised that the World Bank/IMF are funding a study tour of MPs led by the Finance & Economic Affairs Committee to visit neighboring Uganda and Kenya to discuss the merits of the Tanzania considering the adoption of the concept of the establishment of a budget office type functionality within the Parliament. Therefore there is no further action envisaged on this sub component at this time. Information received from World Bank indicates that the study tour will not take place until after the October 2004 conference.

Politicians of the Future program

Workplan Activity 4.2

A. Cross-cutting gender considerations

The Politicians of the Future program which has been devised by the British Council is a five year program of support targeted at providing a range of support to Women Parliamentarians. The current program and funding is due to expire in March 2005 and British Council has indicated that without further funding, the Program will end at that time. Whilst it is clear that from a recent assessment of the training provided by the POF program were valued by the recipients of the Program, it is important to see whether the scope of POF could be broadened to include all politicians whilst at the same time retaining and indeed enhancing some of the specific components tailored to provide gender specific needs.

ACTIVITIES FOR THE NEXT QUARTER

A three person team (one is from a leading gender networking CSO) has commenced the work to conduct an impact assessment as a means to judge the feasibility of broadening the scope of the POF program and also the likely sustainability of the program by the Parliament. Therefore the impact assessment will also consider the general training needs of Parliamentarians with specific attention to be paid by women MPs. This links to the East African Parliamentary Institute (EAPI) which is a task within Result Area 3 – establishment of a training unit.

3.3: Relationships with other donors/organizations in Tanzania/ establishment of relationships with other organizations.

The Project team always seeks to coordinate its activities with other donor organizations and non-governmental organizations involved in programs with the Parliament such as the Canadian Parliamentary Center, IMF/World Bank and the University of Dar es Salaam to ensure there is no duplication of technical assistance activities into the Parliament but also to help put the issue of the provision of information into the Parliament as an integral part of technical assistance provision in Tanzania.

⇒ **World Bank:** As foreshadowed in the previous QMR the Project has sought to establish a strong relationship with the World Bank specifically in connection with Result Area 4 –

better oversight. Initial work undertaken had been in support of the Chairman of the Public Accounts Committee (PAC). The recently completed DFID fiduciary report about the NAO identified the need for closer ties to be established between Parliament and the NAO. One thematic issue for Parliament was the content/format of the NAO reports which are substantial documents but they need to have a degree of interpretation to help the MPs understand the issues/concerns raised. The World Bank expressed some concern that MPs did not seem to be aware of either the budget execution reports (which are posted on the Ministry of Finance website) and also that MPs are free to attend the Public Expenditure Review public consultative forums but accepted that there really ought to be separate consultation forums for MPs to attend and receive briefing. The donor community/World Bank had also become increasingly conscious of this lack of consultation and therefore ownership within Tanzania of the budgeting process. World Bank felt that this was largely because as 40%+ of Tanzania's income came directly from donors/development partners, then it reduced the possibility of Tanzanians feeling they had any real control over the budget. World Bank was therefore keen to see how to help the MPs and Civil Society to advocate for a similar agenda in terms of seeking greater ownership of the National Budget by Tanzanians. The Project is investigating what level of information provision is in place for MPs to enable them to understand the Budget and whether there maybe some merit in effectively creating a "tool kit" of information which MPs should receive as a standard. World Bank have undertaken research into the budget cycle process and how best it could be owned by Tanzanians which will be sent to the Project team for assessment of how Parliament could be more involved in the budget architecture.

- ⇒ **Raoul Wallenberg Institute (RWI):** the Project has now established strong links with RWI who are a partner within the USAID anti corruption IQC which includes ARD Inc and PADCO, who have recently been awarded an anti-corruption contract within USAID/Tanzania. RWI is a Swedish international NGO and is based at Lund University. RWI operates in 30 countries and was an organization with a mandate to look at human rights and humanitarian law.
- ⇒ **UNDP Joint Donor Basket Programme Management Unit:** The UNDP basket fund has been specifically set up to consider the civic education and support to the National Electoral Commission (NEC) in the run up to the 2005 Elections. The Project team will keep under review opportunities to collaborate to help the MPs better understand the electoral process and the impact of the permanent voters register and the role of the NEC.
- ⇒ **National Democratic Institute (NDI):** NDI has now been engaged by the Swedish Embassy to conduct an assessment of the state of the political parties in terms of their capacity as the preparations for next years elections get underway. That assessment will also inform the work being undertaken within the UNDP managed basket fund around the elections.
- ⇒ **Amani Forum:** Following the briefing session held between the AMANI Forum and Hurepi-Trust held on 7th September a number of areas of assistance have been proposed by the Amani Forum. These include; training in human rights, peace building and conflict resolution, visits to refugee camps in Kigoma, Shinyanga, Bukoba and Impanda and the ethnic conflicts linked to tanzanite issues associated with mines in and around Arusha, meetings with policy makers such as the Tanzania Human Rights Commission, the Good Governance Unit and the National Electoral Commission. Finally a request for short courses overseas. These requests will be considered in the context of the agreed Workplan.

- ⇒ **Good Governance Coordination Unit (GGCU):** Every quarter the GGCU requests data to be provided by MDAs, NGOs and others to provide a broad review of statistics and information relative to the issues contained within Vision 2025 especially those surrounding anti-corruption and good governance initiatives. The data submitted included the numbers of cases of corruption submitted to the PCB, cases raised by whistle blowers or the general public, issues of concern arising in the individual MDAs. Those quarterly statistical gathering exercises are then compiled into a Report which is distributed to all MDAs, development partners and Members of Parliament. GGCU opined the fact that despite these reports, no follow up was ever made by individual MPs or Committees to items highlighted in the Reports. GGCU are currently compiling the Report for the April to June period, thereafter the Project team will consider how best to link up the GGCU with the MPs perhaps through some briefing sessions between GGCU and MPs.
- ⇒ **Public Service Management- reforming the Medium Term Expenditure Framework (MTEF):** Following on from the basic budgetary analysis training rolled out within Result Area 4 activities, the Project team has been in touch with the team working within the Public Service Reform program which is funded through a donor basket fund, who are trying to link financial management with performance management systems. The Public Service Management team have been in close contact with the Ministry of Finance officials but have been conscious that there is little or no engagement by Parliament into the budget formulation process and therefore the emphasis is purely on expenditure management but without any linkages to the performance monitoring within sectors or even the facility to produce aggregate information to enable a better degree of management and evaluation of performance against pre-set targets to be made. The current budget process as it applies in Tanzania is attached at **ANNEX M**.

4. Explanation of any obstacles encountered during

- **program implementation and actions taken to address them/summary of lessons learnt.**
- **explanation of any administrative/financial issues and actions taken to address this.**

The Project team seeks in all its interface activities with Parliament to ensure that MPs have a realistic expectation of what can be delivered but with the reassurance that the Project is always mindful of the need to attract additional funding/interest from the donor community. As the Project has gained momentum and the modus operandi has become more widely accepted by rank and file MPs, they see that the agreed Workplan determines what activities are carried out under the auspices of the Project but they also recognize that there is a determination within the Project to try to as flexible as possible in providing the technical assistance. However it has become increasingly clear that as the election campaigns begin to heat up there is more chance that MPs will submit requests for funding for individual constituency based activities which are out with the scope of the current Project. This means that often the Project is seen as "unhelpful" when it has to refuse to support individual, constituency based activities. Mr. Speaker is a very dominant force within the Parliament and to a large degree dictates the rate of change within the Parliament. This is not unusual in those Parliaments which are in transition but the forthcoming elections will provide a unique opportunity for the new Members of Parliament to benefit from the legacy of the technical assistance provided by the Project which is owned by the Parliamentary Service staffs who recognize the Project's efforts to help strengthen the Institution of Parliament.

Given the tight political environment in the Parliament of Tanzania, particularly Mr. Speaker's caution, the Project has employed a flexible strategy in attempting to achieve Project

objectives. The strategy has worked well, and there are many successes to which we can point. The CSO Exhibition was successful in beginning relationships between the CSO community and Parliament; regarding research services for Committees, we have been flexible in finding ways for the Parliamentary Research Services and the Committee Clerk Assistants to work together and plan to link research organizations to the Parliament; in bringing interns into the service of Parliament; in linking Parliament with the East African Parliamentary Institution regional activities and the regional Public Accounts Committees Activities; in conducting budget seminars for Parliament and linking Parliament with World Bank activities designed to strengthen budget capacity; in a workshop for LAAC and PAC to help MPs understand the importance of tracking actual expenditures; in providing expert budget assistance in the November budget session; and in linking Parliament to NGOs and other organizations.

5. Performance indicators/program outputs (including reporting of performance data compared to target and baselines)

ANNEX N refers.

ANNEX A

TECHNICAL ASSISTANCE FOR THE STRENGTHENING OF TANZANIA'S UNION NATIONAL ASSEMBLY

T -
QMR JULY TO SEPTEMBER 2004

NEW TASKS IDENTIFIED
ROVING REPRESENTATION

REL PUBLIC HEARINGS ON PARLIAMENTARY BILLS

to include defining the agenda, inviting expert testimony, press relations, organizational
ing civil society into the process. Separate events for the MPs and the Committee
ding materials including video

assist MPs to understand and therefore use the public hearings initiative

initiative above target Parliamentary Committees on specific Bills (social welfare,
No).

TO PARLIAMENT BY CIVIL SOCIETY ORGANIZATIONS IN KEY SECTORS
NATURAL RESOURCES MANAGEMENT & PRIVATE SECTOR

urrent roles/relationships between Parliament and CSOs

n areas of interest where MPs & CSOs can effectively collaborate (health, education,
nt & private sector development)
city workshops (at least x5) to strategize on ways of working more closely
ire & workshops.

MP'S OUTREACH ACTIVITIES

it & devise an Action Plan on the Parliament's Public Information Department. If

for Public Information Unit staff
ich materials. Allowing time for trialling some

trainers' program & modify to cover civic leaders & civic education teachers
rge of outreach tools (Swahili & English)
y Youth programmes i.e. essay competition, Parliamentary tours etc

ishment of a "youth parliament" based on other African experiences/examples
l clarification on the role of the newsletter & its target audience
implify readership of BUNDE News through innovation

of the Parliamentary website

verage of POLIS

mentary website

is website to enable caucus groups to be accessed

ORIGINAL TARGET
COMPLETION DATE

PROGRESS REPORT

NEW TASKS

NEW TARGET
COMPLETION DATE

JANUARY-FEBRUARY 2004

JANUARY-FEBRUARY 2004

JANUARY-FEBRUARY 2004

FEBRUARY - MARCH 2004

Aug-04

Jan-04

Feb-04

ACTION COMPLETE: MAY 2004

Mr. Speaker has rejected the idea of training for groups of individual MPs and
therefore in order to meet the Workplan tasks the support will be directed at specific
draft legislation remitted to specific Parliamentary Committees for scrutiny. This will
effectively enable Parliamentary Committees to be properly briefed on conducting
public hearings at Committee level. This will also lead to the design of a "how to
conduct a public hearing" guide plus training videos to help institutionalise the concept.
Many of the basic tenets of public hearings whether at constituency level or
Committee level are comparable and so the intervention will be sustainable both
institutionally and on an individual level.

PARLIAMENTARY COMMITTEES SCRUTINIZING SPECIFIC BILLS TO BE
SUPPORTED.

RELATIVE TO BILLS TABLED IN PARLIAMENT

MAPPING OF PLANNED LEGISLATION TO BE UNDERTAKEN.
LEGISLATION FOR THE NOVEMBER SESSION INCLUDES THE FOLLOWING:
- NATIONAL ECONOMIC EMPOWERMENT ACT
- THE ENVIRONMENTAL MANAGEMENT ACT
- THE PUBLIC PROCUREMENT ACT
PRESSURE ON THE PARLIAMENTARY CALENDAR INDICATES EARLY 2005
IS THE EARLIEST TIME FRAME.

ACTION COMPLETE: JUNE 2004

Report findings to be discussed with Parliament
CONCEPTS TO BE DISCUSSED WITH UNDP PROGRAM MANAGEMENT UNIT
DEALING WITH THE CIVIC EDUCATION ACTIVITIES ASSOCIATED WITH THE
FOR THE COMING 2005 GENERAL ELECTION
Report findings to be discussed with Parliament
Report findings to be discussed with Parliament
UNDP HAVE AGREED TO FUND X2 YOUTH PARLIAMENTS HOWEVER THERE IS A
SHORTFALL SO THE PROJECT IS CONSIDERING HOW BEST TO PROVIDE
ASSISTANCE.
Report findings to be discussed with Parliament
Report findings to be discussed with Parliament

UNDP have formally launched the POLIS website and have indicated that they would
with other donors to provide funds to support/broaden the scope of the POLIS.

ACTION COMPLETE

Report suggests that the use of electronic voting might be a useful means of linking
Parliament with the public. USAID/DFID requested a demographic survey to establish
the distribution of mobile phone users to ensure that any SMS voting mechanisms
would not be an elitist and therefore one preferred would be proved.

COMMITTEE/BILL SPECIFIC SUPPORT TO BE DESIGNED.

COMMITTEE/BILL SPECIFIC SUPPORT TO BE DESIGNED.

ENSURE CSOs ARE ALERTED IN GOOD ENOUGH TIME TO BE ABLE TO
PARTICIPATE IN THE COMMITTEES PUBLIC HEARINGS.

POSSIBLE JOINT COLLABORATION WITH UNDP TO MOUNT X2 YOUTH
PARLIAMENTS.

USAID/DFID SPECIALIST VISITED IN AUGUST 2004 TO ASSESS THE
COSTS TO CREATE A LAN FOR THE COMMITTEE CLERKS AND RESEARCH
OFFICERS OFFICES PARLIAMENT ADVISED THAT THEY HAVE TENDERED THE
WORK THROUGH THE CENTRAL TENDER BOARD AND THEREFORE WOULD
WISH THE PROJECT TO ASST ANY SHORTFALL IDENTIFIED. IN ABEYANCE
UNTIL COSTS ASSESSED.

LINKAGE TO POSSIBLE CREATION OF A WIDE AREA NETWORK/EXTRANET BY
PARLIAMENT SEE ITEM 2.3(4). HOWEVER ASSESSMENT OF LIKELY COSTS
YET TO BE PROVIDED BY PARLIAMENT.

FOCUS LIKELY TO BE ON MAKING RESEARCH REPORTS ACCESSIBLE ON THE
WEBSITE SO ALL MPs HAVE A BETTER APPRECIATION OF THE RESEARCH
REPORTS BEING GENERATED IN PARLIAMENT

ONGOING

ONGOING

ONGOING

ONGOING

Feb-05

Jun-04

ONGOING

NOT YET
DETERMINED

Aug-04

Dec-04

Nov-04

RESULT TWO: MORE EFFECTIVE LAWMAKING				
ENHANCING COMMITTEE OPERATIONS	ORIGINAL TARGET COMPLETION DATE	PROGRESS REPORT	NEW TASKS	NEW TARGET COMPLETION DATE
Review of Committee operations- Chairpersons, Committee Clerks. Thematic areas could include how to scrutinise legislation, research methodologies & procedural skills.	FEBRUARY - NOVEMBER 2004	PARLIAMENT ADVISE THAT THEY HAVE TRAINED ABOUT 60% OF MP'S IN BASIC IT SKILLS, BUT WOULD WANT THE PROJECT TO TRAIN THE REMAINING MP'S. HOWEVER GIVEN THE IMPENDING ELECTIONS AND THE PROJECTED TURNOVER THIS MAY NOT BE A VIABLE OPTION.	CAPACITY BUILDING THE RECENTLY TRAINED PARLIAMENTARY STAFFERS MIGHT BE MORE EFFECTIVE IN TERMS OF INSTITUTIONAL CAPACITY BUILDING.	01/08/2005
Enhancement of C/Clerk skill sets	Feb-04	ACTION COMPLETE, SEPTEMBER 2004 Training on IT and Parliamentary Practice & Procedure and research methodologies rolled out in September 2004. All Committee Clerks and Research Officers plus key Parliamentary staffers.	LINKED TO ACTIVITY ITEM 2.1.C	01/18/2004
Development of a best practice guide on effective Committee operations	Feb-04	TASK LAUNCHED SEPTEMBER 2004 FOLLOWING SPEAKER APPROVAL TO PROCEED.	Activity underway using some of the PARLIAMENTARY INTERNS IN SUPPORT OF THE PARLIAMENTARY COMMITTEE CLERKS.	Nov-04
Targeted consultancy support on specific pieces of legislation.	Feb-04	NEED TO ANALYSE CURRENT SYSTEM FOR ALERTING PARLIAMENT TO THE ARRIVAL OF PORTFOLIO LEGISLATION (1) OPEN UP DISCUSSION WITH THE ATTORNEY GENERAL (2) ESTABLISH THE VERACITY OF A PARLIAMENTARY CALENDAR BEING CREATED	DISCUSSIONS PENDING WITH LEGAL & CONSTITUTIONAL AND PUBLIC ADMINISTRATION ON HANDLING ISSUES.	ONGOING
STANDING ORDERS				
Development of a series of consultation workshops to assist MPs to use the Standing Orders.	FEBRUARY- NOVEMBER 2004	ACTION COMPLETE This is a tricky issue in terms of handling. The handling will be through the submission of a comparative analysis of Standing Orders in other Commonwealth countries. This will then be considered by the current Parliament.	Workshop to disseminate findings of the comparative analysis recommended by the review team. Following that Workshop Members may wish to adopt changes to the Standing Orders which will have to be formally submitted to the Committee responsible for the Standing Orders (chaired by Mr. Speaker)	Dec-04
Consideration of the impact of the current Standing Orders via women/gender issues		Baseline comparative analysis completed and further consultation workshop recommended for Members of Parliament to help them better understand the S/Os and the weaknesses identified. The issue of the S/Os on women/gender issues will also be explored during that Workshop.	DEVELOPMENT OF A WORKSHOP TO CONSIDER	Dec-04
SOURCES OF COMMITTEE INFORMATION				
Development of an MP- CSO/Public Policy Expert Directory & electronic database (using POLIS)	Apr-04	LINKED TO ITEM 2.1.C WORK NOW UNDERWAY TO CREATE A "PARLIAMENTARY COMMITTEE RESOURCE MANUAL" FOR EACH COMMITTEE. THIS WILL INCLUDE DETAILS OF OVER ARCHING NATIONAL POLICIES SUCH AS VISION 2025 AND THE PRSP/2. PREVIOUS COMMITTEE MEMBERS, PREVIOUS COMMITTEE DELIBERATIONS AND CONTACT DETAILS FOR CIVIL SOCIETY ORGANISATIONS PUBLIC POLICY EXPERTS IN TANZANIA WHO COULD PROVIDE ADVICE/SUPPORT TO THE PARLIAMENTARY COMMITTEES. SUBJECT TO PARLIAMENT'S APPROVAL THESE COULD BE UPLIFTED ON THE PARLIAMENTARY WEBSITE.	TASK UNDERWAY	Nov-04
Creation of a panel of public policy experts available to Parliament	Apr-04	THE SPEAKER HAS REJECTED THE IDEA OF EFFECTIVELY RE-LAUNCHING THE PARLIAMENTARY RESEARCH SERVICE CLAIMING THAT IT IS MORE APPROPRIATE FOR MEMBERS OF PARLIAMENT THEMSELVES TO CONDUCT RESEARCH ASSIGNMENTS. NOTWITHSTANDING THAT REPUAL THERE IS GENERAL RECOGNITION THAT MANY REQUESTS FOR RESEARCH ARE DIRECTED THROUGH THE COMMITTEE CLERK ASSISTANTS WHICH THEN PROVIDES A VIABLE ENTRY POINT TO INTRODUCE A MORE CREDIBLE RESEARCH CAPABILITY WITHIN THE PARLIAMENT.	LINKED TO ITEM 2.1.A BELOW	Jan-05
Explore the viability of involving Universities/and career professionals in SLPV activities	Apr-04	DITTO	LINKED TO ITEM 2.1.A BELOW	Jan-05
Review Parliament's views on the usefulness of the expert panel concept assess POLIS capability to enhance the electronic bill tracking/Asst management service & consider the possible input on Parliamentary sitting times.	Jan-04	DITTO	LINKED TO ITEM 2.1.A BELOW	Jan-05
		To form an integral part of the Standing Orders review Item 2.2a above		ONGOING

ACCESS TO RESEARCH MATERIALS & SERVICES	ORIGINAL TARGET COMPLETION DATE	PROGRESS REPORT	NEW TASKS	NEW TARGET COMPLETION DATE
current Parliamentary Research Services provision & research tools currently available	Feb-04	Mr. Speaker rejected the idea of directly supporting the Parliamentary Research Service per se, therefore work is in hand using the Committee Clerks and Research Officers to log all requests for research so as to build up a knowledge base of information which will seek to analyse the current provision of research services in the Parliament. This pilot will then be reviewed with a view to introduction of peer group reviews to seek to analyse and improve the overall quality of research services available within the Parliament.	A. INTRODUCTION OF A RESEARCH REQUEST FORM WHICH STAFFERS WILL COMPLETE WILL ENABLE MONITORS TO BE UNDERTAKEN ABOUT THE THEMATIC AREAS OF INTEREST TO MPs. B. RESEARCH STAFFERS WILL BE REQUIRED TO INDICATE HOW THEIR SOURCED THE RESEARCH IS THROUGH ACCESS TO THE INTERNET ETC. C. REPORTS WILL BE STORED ONTO FLOPPY DISKS WHICH WILL ENABLE THE INTRODUCTION OF INTERNAL PEER GROUP REVIEWS TO BE COMMENCED. D. SUCH CHANGES WILL HELP TO CREATE AN INSTITUTIONAL MEMORY WITHIN THE PARLIAMENT OF INFORMATION GATHERED FOR MEMBERS OF PARLIAMENT.	Jan-05
of a multi faceted training programme for MPs about the importance of good quality research	Sep-04	PARLIAMENT ADVISE THAT THEY HAVE TRAINED ABOUT 60% OF MPs IN BASIC IT SKILLS, BUT WOULD WANT THE PROJECT TO TRAIN THE REMAINING MPs. HOWEVER GIVEN THE IMPENDING ELECTIONS AND THE PROJECTED TURNOVER THIS MAY NOT BE A VIABLE OPTION. THAT TRAINING DOES NOT INCLUDE ANY COMPONENT SPECIFICALLY DEALING WITH RESEARCH METHODOLOGIES SO THERE IS STILL THE NEED TO CONSIDER HOW BEST THIS COULD BE ACHIEVED.	WORK TO CONSIDER HOW TO INTEGRATE A COMPONENT WITHIN THE EXISTING IT TRAINING PROGRAM FOR MEMBERS OF PARLIAMENT UNDER CONSIDERATION WITH PARLIAMENT.	Jan-05
as well established Parliamentary research units i.e. Zambia, South Africa, India or Uganda.	01/03/2004 AND THEN DEFERRED TO OCTOBER 2004	LOCATIONS FOR STUDY TOUR WILL BE EITHER UGANDA OR INDIA SUBJECT TO TRAINING AND OVERALL COSTS.	PLANNED STUDY TOUR TO UGANDA DATE WAS OCTOBER 2004 HOWEVER UGANDA HAS ASKED FOR THIS TO BE DEFERRED UNTIL EARLY IN 2005.	Jan-05
want to establish linkages with other research bodies & public service ministries i.e. MoF F for the model.	Apr-04	LINKED TO ITEM 2.4.4 BELOW	FOLLOWING THE PILOT PROGRAM OF RESEARCH REQUEST LOGGING AND THE REVIEW OF THE REPORTS SUBMITTED THEN THE SECOND STAGE WILL BE TO ESTABLISH FORMAL WORKING LINKAGES WITH ACADEMIA AND THINK TANKS IN TANZANIA.	Jan-05
ENHANCED MANAGEMENT & ADMINISTRATION				
LEADERSHIP PROGRAM				
to work with the University of DSM and seek to attain academic accreditation for the internship program	APRIL-AUGUST 2004	ACTION COMPLETE 117 FINALIST STUDENTS PARTICIPATED IN THE FIRST EVER RESPONCE PARLIAMENTARY INTERNSHIP PROGRAM IN DODOMA THROUGHOUT THE LONG BUDGET SESSION. EACH INTERN WAS ATTACHED TO A PARLIAMENTARY COMMITTEE.	ITERATIONS SHOULD BE MODIFIED TO TAKE PLACE DURING THE HEAVIER LEGISLATIVE SESSIONS IN APRIL AND NOVEMBER SINCE THE ISSUES ASSOCIATED WITH THE BUILD UP OF THE NATIONAL BUDGET WERE LARGELY DISCUSSED BEFORE THE JUNE - AUGUST SESSION. THIS HAS IMPLICATIONS ON THE STUDENTS CATCHMENT SO WILL REQUIRE FURTHER DISCUSSION WITH THE UNIVERSITY. THE ISSUES OF THE AWARD OF ACADEMIC CREDITS FOR SECOND YEAR STUDENTS WILL ALSO BE ADDRESSED AT THE SAME TIME.	ONGOING
to work underway within the EAPF (East African Parliamentary Institute) consider whether the central training unit within Parliament is feasible/required by Parliament.	Apr-04	IN ADVANCE BETWEEN THE EAST AFRICAN PARLIAMENTS FOLLOWING THE EAPF CONFERENCE HELD IN ARUSHA IN APRIL 2004 THE WORK IS UNDERWAY WITHIN THE ICA SA PARLIAMENTS TO USE THE EAPF AS THE REPOSITORY FOR INFORMATION SHARING AND SKILLS DEVELOPMENT. THE INITIATIVE IS BEING TAKEN FORWARD AT CLERK TO PARLIAMENT LEVEL.		ONGOING
TO BE MORE EFFECTIVE OVERSIGHT				
THE ROLE OF PARLIAMENT IN THE NATIONAL BUDGET PROCESS & PUBLIC LIFE				
overall level of budget performance analysis currently available	Feb-04	FIRST STAGE ACTION COMPLETE MAY 2004 RESPONCE TRAINING WORKSHOPS TO BE REPEATED SHORTLY BEFORE THE FEBRUARY 2005 SESSION AT THE REQUEST OF THE COMMITTEE CHAIRPERSON.	THE WORK TO HELP DEVISE A SECOND LEVEL TRAINING PROGRAM TO HELP MPs UNDERSTAND THE PROCESS BY WHICH THE NATIONAL BUDGETS ARE DEVELOPED AND IN PARTICULAR THE NEED FOR PARLIAMENT TO CONSULT EARLIER IN THE 15 STAGE PROCESS (PARLIAMENT IS CURRENTLY ONLY CONSULTED AT STAGE 9 OF THAT PROCESS) MEANS THAT PARLIAMENT IS UNABLE TO FEED IN COMMENTS ABOUT PRIORITY SECTORS NOR INDEED TO SEE WHETHER MONEY VOTED IN AUGUST IS ACTUALLY RELEASED TO MDAs OR WHETHER THE TREASURY SEEMS TO SIFT FINANCIAL RESOURCES BETWEEN MDAs.	ONGOING
ing sessions for MPs on Public Expenditure Reviews & annual Auditor General reports	Jun-04	RELATIONSHIP WITH THE CONTROLLER & AUDITOR GENERAL ESTABLISHED AND AGREEMENT OF THE NEED TO HELP MPs INTERPRET THE MAO REPORTS ACCEPTED. LINKED TO ITEM 4.1.6 BELOW.	LINKED TO ITEM 4.1.6 BELOW	Nov-04
near aimed at exploring/exploring the impact of the Poverty Reduction Strategy in Tanzania.	May-04	FIRST STAGE ACTION COMPLETE MAY 2004	FURTHER BRIEFING BY CIVIL SOCIETY ORGANIZATIONS UNDER DISCUSSION.	ONGOING

STRENGTHENING THE ROLE OF PARLIAMENT IN THE NATIONAL BUDGET PROCESS & PUBLIC EXPENDITURE (continued)	ORIGINAL TARGET COMPLETION DATE	PROGRESS REPORT	NEW TASKS	NEW TARGET COMPLETION DATE
briefing sessions for MPs on I-IPC, International Agreements and Treaties.	Oct-04	ADVISORY PANEL TO PROVIDE SUPPORT INTO THE PARLIAMENTARY COMMITTEE ON FINANCE & ECONOMIC AFFAIRS ON MACRO ECONOMIC POLICIES IN TZ IN PREPARATION OF THE WORLD BANK/IMP CONFERENCE IN OCTOBER 2004.	TO BE CONSIDERED FURTHER FOLLOWING THE IMP CONFERENCE.	Oct-04
briefing sessions for MPs on the interface between Parliament & Local Councils via decentralization.	Oct-04	GIVEN THE CLEAR SYNERGIES BETWEEN THE LOCAL AUTHORITIES ACCOUNTS AND PUBLIC ACCOUNTS COMMITTEES A JOINT TRAINING PROGRAM HAS BEEN DEVISED. TRAINING COMPONENTS WILL INCLUDE THE BUDGET PROCESS (MINISTRY OF FINANCE), FISCAL DECENTRALISATION, NATIONAL AUDIT REPORTING AND THE IMPORTANCE OF AVOIDANCE OF ANTI CORRUPTION AND INTRODUCTION OF THE CONCEPT OF PUBLIC EXPENDITURE TRACKING SURVEYS AND ACCESS TO INFORMATION.	TRAINING TO BE FACILITATED BY MZUMBE UNIVERSITY, MINISTRY OF FINANCE AND THE NATIONAL AUDIT OFFICE AND THE USAID ANTI-CORRUPTION CONTRACTOR (PACCO).	Nov-04
briefing sessions for MPs on the role of the MoF on the disbursement of donor funds/loans and grants.	May-04	FINET LEVEL ACTION COMPLETE MAY 2004.	LINKS ESTABLISHED WITH PRESIDENT'S OFFICE-PERFORMANCE MANAGEMENT SYSTEMS WHO ARE TRYING TO DEVISE WAYS TO ENGAGE THE PARLIAMENTARIANS WITH EXPENDITURE CONTROLS MORE CLOSELY LINKED TO PERFORMANCE MANAGEMENT SYSTEMS. GIVEN THAT MPs ARE NOT FULLY INVOLVED IN THE BUDGET CYCLE THERE IS SOME NEED TO HELP PROVIDE BRIEFING TO MPs ON HAVING ACCESS TO BUDGETARY INFORMATION LINKED TO SPECIFIC SECTORS TO ENABLE MPs TO MONITOR WHETHER STATED SECTORAL PRIORITIES SUCH AS HEALTH AND EDUCATION ARE BEING MET. THIS ACTIVITY LINKS TO ITER A.I.A.	Dec-04
is working on anti-corruption/fraud avoidance in the Public Sector. in of a panel of 100 temporary experts will still be carried upon to help MPs examine and assess draft bills	Sep-04	FORUMAL MOU BETWEEN APNAC & TRANSPARENCY INTERNATIONAL REACHED ON 21 JULY 2004. APNAC HAVE DEVISED A THREE DAY WORKSHOP FOR THE PLENARY BUT THE COSTS ARE ENORMOUS AND ALSO HEAVILY REPLICATE A CONFERENCE HELD IN FEBRUARY 2003. THEREFORE A COUNTER PROPOSAL IS UNDER DISCUSSION TO HOLD A SMALLER MORE ACTION ORIENTED WORKSHOP TO HELP PARLIAMENTARIANS CAN ACTUALLY TAKE ACTION TO DEAL WITH ANTI-CORRUPTION. LINKS WITH THE GOOD GOVERNANCE COORDINATION UNIT ESTABLISHED AND THE QUARTERLY REPORTS GENERATED TO CHART THE PROGRESS OF VISION 2025 WILL BE HIGHLIGHTED TO MPs AND LINKED TO FUTURE ANTI CORRUPTION ACTIVITIES.	APNAC HAVE DEVISED A THREE DAY WORKSHOP FOR THE PLENARY BUT THE COSTS ARE ENORMOUS AND ALSO HEAVILY REPLICATE A CONFERENCE HELD IN FEBRUARY 2003. THEREFORE A COUNTER PROPOSAL IS UNDER DISCUSSION TO HOLD A SMALLER MORE ACTION ORIENTED WORKSHOP TO HELP PARLIAMENTARIANS CAN ACTUALLY TAKE ACTION TO DEAL WITH ANTI-CORRUPTION. LINKS WITH THE GOOD GOVERNANCE COORDINATION UNIT ESTABLISHED AND THE QUARTERLY REPORTS GENERATED TO CHART THE PROGRESS OF VISION 2025 WILL BE HIGHLIGHTED TO MPs AND LINKED TO FUTURE ANTI CORRUPTION ACTIVITIES.	Nov-04
with the Finance Committee Chairperson the concept of the creation of a Parliamentary Budget Office like that in Uganda & South Africa	Apr-04	FINET LEVEL ACTION COMPLETE APR 2004.	CHAIRPERSON HAS ASKED FOR THE PANEL TO REMAIN IN PLACE TO PROVIDE ASSISTANCE IN THE NOVEMBER 2004 PARLIAMENTARY SESSION	Oct-04
VISIONS OF THE FUTURE PROGRAM	IN ABEYANCE	CHAIRPERSON OF COMMITTEE ON PMA ADVISES THAT THIS IS PLANNED AND LIKELY TO BE FUNDED BY WORLD BANK AND WILL INCLUDE A VISIT TO BOTH UGANDA & KENYA. AS PART OF BRIEFING FOR THE FORTHCOMING STUDY TOUR COPIES OF THE PARLIAMENT OF UGANDA BUDGET ACT 2001 DISTRIBUTED TO COMMITTEE MEMBERS IN JUNE 2004.	IN ABEYANCE	IN ABEYANCE
the mechanics of broadening the scope of the "Reflections of the Future" programme tion of a strategic plan for the women's caucus in preparation for the 2006 elections (complementary to IP activities)	Oct-04	SUNY activity: no independent impact assessments have been conducted on the POP program since its inception. Therefore as part of the cross cutting gender issues in the Workplan SUNY intends conducting that assessment. IMPACT ASSESSMENT UNDERWAY INVOLVING A MEMBER OF THE TANZANIA GENDER NETWORKING PARTNERSHIP (TGNP).	IN ABEYANCE	Dec-04
Initiatives to ensure the women's caucus are well versed in Parliamentary practice & procedures.	IN ABEYANCE	BRITISH COUNCIL HELD A WORKSHOP ON THE PVR (permanent voters register) IN JULY 2004	IN ABEYANCE	IN ABEYANCE
for women MPs on design/writing of proposals to attract more finance projects in their constituencies	IN ABEYANCE	BC HAVE SCHEDULED THIS ACTIVITY FOR OCTOBER 2004	IN ABEYANCE	IN ABEYANCE
in of the networking initiatives between women MPs in Tanzania to other East African legislatures.	IN ABEYANCE	IN ABEYANCE	IN ABEYANCE	IN ABEYANCE

TECHNICAL ASSISTANCE FOR THE STRENGTHENING OF TANZANIA'S UNION NATIONAL ASSEMBLY

T -
QMR JULY TO SEPTEMBER 2004

NEW TASKS IDENTIFIED
ROVING REPRESENTATION

REL PUBLIC HEARINGS ON PARLIAMENTARY BILLS

to include defining the agenda, inviting expert testimony, press relations, organizational
ing civil society into the process. Separate events for the MPs and the Committee
ding materials including video

assist MPs to understand and therefore use the public hearings initiative

initiative above target Parliamentary Committees on specific Bills (social welfare,
No).

TO PARLIAMENT BY CIVIL SOCIETY ORGANIZATIONS IN KEY SECTORS
NATURAL RESOURCES MANAGEMENT & PRIVATE SECTOR

urrent roles/relationships between Parliament and CSOs

n areas of interest where MPs & CSOs can effectively collaborate (health, education,
nt & private sector development)
city workshops (at least x5) to strategize on ways of working more closely
ire & workshops.

MP'S OUTREACH ACTIVITIES

it & devise an Action Plan on the Parliament's Public Information Department. If

for Public Information Unit staff
ich materials. Allowing time for trialling some

trainers' program & modify to cover civic leaders & civic education teachers
rge of outreach tools (Swahili & English)
y Youth programmes i.e. essay competition, Parliamentary tours etc

ishment of a "youth parliament" based on other African experiences/examples
l clarification on the role of the newsletter & its target audience
implify readership of BUNDE News through innovation

of the Parliamentary website

verage of POLIS

mentary website

is website to enable caucus groups to be accessed

ORIGINAL TARGET
COMPLETION DATE

PROGRESS REPORT

NEW TASKS

NEW TARGET
COMPLETION DATE

JANUARY-FEBRUARY 2004

JANUARY-FEBRUARY 2004

JANUARY-FEBRUARY 2004

FEBRUARY - MARCH 2004

Aug-04

Jan-04

Feb-04

ACTION COMPLETE: MAY 2004

Mr. Speaker has rejected the idea of training for groups of individual MPs and
therefore in order to meet the Workplan tasks the support will be directed at specific
draft legislation remitted to specific Parliamentary Committees for scrutiny. This will
effectively enable Parliamentary Committees to be properly briefed on conducting
public hearings at Committee level. This will also lead to the design of a "how to
conduct a public hearing" guide plus training videos to help institutionalise the concept.
Many of the basic tenets of public hearings whether at constituency level or
Committee level are comparable and so the intervention will be sustainable both
institutionally and on an individual level.

PARLIAMENTARY COMMITTEES SCRUTINIZING SPECIFIC BILLS TO BE
SUPPORTED.

RELATIVE TO BILLS TABLED IN PARLIAMENT

MAPPING OF PLANNED LEGISLATION TO BE UNDERTAKEN.
LEGISLATION FOR THE NOVEMBER SESSION INCLUDES THE FOLLOWING:
- NATIONAL ECONOMIC EMPOWERMENT ACT
- THE ENVIRONMENTAL MANAGEMENT ACT
- THE PUBLIC PROCUREMENT ACT
PRESSURE ON THE PARLIAMENTARY CALENDAR INDICATES EARLY 2005
IS THE EARLIEST TIME FRAME.

ACTION COMPLETE: JUNE 2004

Report findings to be discussed with Parliament
CONCEPTS TO BE DISCUSSED WITH UNDP PROGRAM MANAGEMENT UNIT
DEALING WITH THE CIVIC EDUCATION ACTIVITIES ASSOCIATED WITH THE
FOR THE COMING 2005 GENERAL ELECTION
Report findings to be discussed with Parliament
Report findings to be discussed with Parliament
UNDP HAVE AGREED TO FUND X2 YOUTH PARLIAMENTS HOWEVER THERE IS A
SHORTFALL SO THE PROJECT IS CONSIDERING HOW BEST TO PROVIDE
ASSISTANCE.
Report findings to be discussed with Parliament
Report findings to be discussed with Parliament

UNDP have formally launched the POLIS website and have indicated that they would
with other donors to provide funds to support/broaden the scope of the POLIS.

ACTION COMPLETE

Report suggests that the use of electronic voting might be a useful means of linking
Parliament with the public. USAID/DPID requested a demographic survey to establish
the distribution of mobile phone users to ensure that any SMS voting mechanisms
would not be an elitist and therefore one preferred would be proved.

COMMITTEE/BILL SPECIFIC SUPPORT TO BE DESIGNED.

COMMITTEE/BILL SPECIFIC SUPPORT TO BE DESIGNED.

ENSURE CSOs ARE ALERTED IN GOOD ENOUGH TIME TO BE ABLE TO
PARTICIPATE IN THE COMMITTEES PUBLIC HEARINGS.

POSSIBLE JOINT COLLABORATION WITH UNDP TO MOUNT X2 YOUTH
PARLIAMENTS.

USAID/DPID SPECIALIST VISITED IN AUGUST 2004 TO ASSESS THE
COSTS TO CREATE A LAN FOR THE COMMITTEE CLERKS AND RESEARCH
OFFICERS OFFICES PARLIAMENT ADVISED THAT THEY HAVE TENDERED THE
WORK THROUGH THE CENTRAL TENDER BOARD AND THEREFORE WOULD
WISH THE PROJECT TO ASST ANY SHORTFALL IDENTIFIED. IN ABEYANCE
UNTIL COSTS ASSESSED.

LINKAGE TO POSSIBLE CREATION OF A WIDE AREA NETWORK/EXTRANET BY
PARLIAMENT SEE ITEM 2.3(4). HOWEVER ASSESSMENT OF LIKELY COSTS
YET TO BE PROVIDED BY PARLIAMENT.

FOCUS LIKELY TO BE ON MAKING RESEARCH REPORTS ACCESSIBLE ON THE
WEBSITE SO ALL MPs HAVE A BETTER APPRECIATION OF THE RESEARCH
REPORTS BEING GENERATED IN PARLIAMENT

ONGOING

ONGOING

ONGOING

ONGOING

Feb-05

Jun-04

ONGOING

NOT YET
DETERMINED

Aug-04

Dec-04

Nov-04

RESULT TWO: MORE EFFECTIVE LAWMAKING				
ENHANCING COMMITTEE OPERATIONS	ORIGINAL TARGET COMPLETION DATE	PROGRESS REPORT	NEW TASKS	NEW TARGET COMPLETION DATE
Review of Committee operations- Chairpersons, Committee Clerks. Thematic areas could include how to scrutinise legislation, research methodologies & procedural skills.	FEBRUARY - NOVEMBER 2004	PARLIAMENT ADVISE THAT THEY HAVE TRAINED ABOUT 60% OF MP'S IN BASIC IT SKILLS, BUT WOULD WANT THE PROJECT TO TRAIN THE REMAINING MP'S. HOWEVER GIVEN THE IMPENDING ELECTIONS AND THE PROJECTED TURNOVER THIS MAY NOT BE A VIABLE OPTION.	CAPACITY BUILDING THE RECENTLY TRAINED PARLIAMENTARY STAFFERS MIGHT BE MORE EFFECTIVE IN TERMS OF INSTITUTIONAL CAPACITY BUILDING.	01/08/2005
Enhancement of C/Clerk skill sets	Feb-04	ACTION COMPLETE, SEPTEMBER 2004 Training on IT and Parliamentary Practice & Procedure and research methodologies rolled out in September 2004. All Committee Clerks and Research Officers plus key Parliamentary staffers.	LINKED TO ACTIVITY ITEM 2.1.C	01/18/2004
Development of a best practice guide on effective Committee operations	Feb-04	TASK LAUNCHED SEPTEMBER 2004 FOLLOWING SPEAKER APPROVAL TO PROCEED.	Activity underway using some of the PARLIAMENTARY INTERNS IN SUPPORT OF THE PARLIAMENTARY COMMITTEE CLERKS.	Nov-04
Targeted consultancy support on specific pieces of legislation.	Feb-04	NEED TO ANALYSE CURRENT SYSTEM FOR ALERTING PARLIAMENT TO THE ARRIVAL OF PORTFOLIO LEGISLATION (1) OPEN UP DISCUSSION WITH THE ATTORNEY GENERAL (2) ESTABLISH THE VERACITY OF A PARLIAMENTARY CALENDAR BEING CREATED	DISCUSSIONS PENDING WITH LEGAL & CONSTITUTIONAL AND PUBLIC ADMINISTRATION ON HANDLING ISSUES.	ONGOING
STANDING ORDERS				
Development of a series of sensitisation workshops to assist MPs to use the Standing Orders.	FEBRUARY - NOVEMBER 2004	ACTION COMPLETE This is a tricky issue in terms of handling. The handling will be through the submission of a comparative analysis of Standing Orders in other Commonwealth countries. This will then be considered by the current Parliament.	Workshop to disseminate findings of the comparative analysis recommended by the review team. Following that Workshop Members may wish to adopt changes to the Standing Orders which will have to be formally submitted to the Committee responsible for the Standing Orders (chaired by Mr. Speaker)	Dec-04
Consideration of the impact of the current Standing Orders via women/gender issues		Baseline comparative analysis completed and further sensitisation workshop recommended for Members of Parliament to help them better understand the S/Os and the weaknesses identified. The issue of the S/Os on women/gender issues will also be explored during that Workshop.	DEVELOPMENT OF A WORKSHOP TO CONSIDER	Dec-04
SOURCES OF COMMITTEE INFORMATION				
Development of an MP- CSO/Public Policy Expert Directory & electronic database (using POLIS)	Apr-04	LINKED TO ITEM 2.1.C WORK NOW UNDERWAY TO CREATE A "PARLIAMENTARY COMMITTEE RESOURCE MANUAL" FOR EACH COMMITTEE. THIS WILL INCLUDE DETAILS OF OVER ARCHING NATIONAL POLICIES SUCH AS VISION 2025 AND THE PRSP/2. PREVIOUS COMMITTEE MEMBERS, PREVIOUS COMMITTEE DELIBERATIONS AND CONTACT DETAILS FOR CIVIL SOCIETY ORGANISATIONS PUBLIC POLICY EXPERTS IN TANZANIA WHO COULD PROVIDE ADVICE/SUPPORT TO THE PARLIAMENTARY COMMITTEES. SUBJECT TO PARLIAMENT'S APPROVAL THESE COULD BE UPLIFTED ON THE PARLIAMENTARY WEBSITE.	TASK UNDERWAY	Nov-04
Creation of a panel of public policy experts available to Parliament	Apr-04	THE SPEAKER HAS REJECTED THE IDEA OF EFFECTIVELY RE-LAUNCHING THE PARLIAMENTARY RESEARCH SERVICE CLAIMING THAT IT IS MORE APPROPRIATE FOR MEMBERS OF PARLIAMENT THEMSELVES TO CONDUCT RESEARCH ASSIGNMENTS. NOTWITHSTANDING THAT REPUAL THERE IS GENERAL RECOGNITION THAT MANY REQUESTS FOR RESEARCH ARE DIRECTED THROUGH THE COMMITTEE CLERK ASSISTANTS WHICH THEN PROVIDES A VIABLE ENTRY POINT TO INTRODUCE A MORE CREDIBLE RESEARCH CAPABILITY WITHIN THE PARLIAMENT.	LINKED TO ITEM 2.1.A BELOW	Jan-05
Explore the viability of involving Universities/and career professionals in SLPV activities	Apr-04	DITTO	LINKED TO ITEM 2.1.A BELOW	Jan-05
Review Parliament's views on the usefulness of the expert panel concept assess POLIS capability to enhance the electronic bill tracking/Asst management service & consider the possible input on Parliamentary sitting times.	Jan-04	DITTO	LINKED TO ITEM 2.1.A BELOW	Jan-05
		To form an integral part of the Standing Orders review Item 2.2a above		ONGOING

ACCESS TO RESEARCH MATERIALS & SERVICES	ORIGINAL TARGET COMPLETION DATE	PROGRESS REPORT	NEW TASKS	NEW TARGET COMPLETION DATE
<p>current Parliamentary Research Services provision & research tools currently available</p>	Feb-04	<p>Mr. Speaker rejected the idea of directly supporting the Parliamentary Research Service per se, therefore work is in hand using the Committee Clerks and Research Officers to log all requests for research so as to build up a knowledge base of information which will seek to analyse the current provision of research services in the Parliament. This pilot will then be reviewed with a view to introduction of peer group reviews to seek to analyse and improve the overall quality of research services available within the Parliament.</p>	<p>A. INTRODUCTION OF A RESEARCH REQUEST FORM WHICH STAFFERS WILL COMPLETE WILL ENABLE MONITORS TO BE UNDERTAKEN ABOUT THE THEMATIC AREAS OF INTEREST TO MPs. B. RESEARCH STAFFERS WILL BE REQUIRED TO INDICATE HOW THEIR SOURCED THE RESEARCH IS THROUGH ACCESS TO THE INTERNET ETC. C. REPORTS WILL BE STORED ONTO FLOPPY DISKS WHICH WILL ENABLE THE INTRODUCTION OF INTERNAL PEER GROUP REVIEWS TO BE COMMENCED. D. SUCH CHANGES WILL HELP TO CREATE AN INSTITUTIONAL MEMORY WITHIN THE PARLIAMENT OF INFORMATION GATHERED FOR MEMBERS OF PARLIAMENT.</p>	Jan-05
<p>of a multi faceted training programme for MPs about the importance of good quality research</p>	Sep-04	<p>PARLIAMENT ADVISE THAT THEY HAVE TRAINED ABOUT 60% OF MPs IN BASIC IT SKILLS, BUT WOULD WANT THE PROJECT TO TRAIN THE REMAINING MPs. HOWEVER GIVEN THE IMPENDING ELECTIONS AND THE PROJECTED TURNOVER THIS MAY NOT BE A VIABLE OPTION. THAT TRAINING DOES NOT INCLUDE ANY COMPONENT SPECIFICALLY DEALING WITH RESEARCH METHODOLOGIES SO THERE IS STILL THE NEED TO CONSIDER HOW BEST THIS COULD BE ACHIEVED.</p>	<p>WORK TO CONSIDER HOW TO INTEGRATE A COMPONENT WITHIN THE EXISTING IT TRAINING PROGRAM FOR MEMBERS OF PARLIAMENT UNDER CONSIDERATION WITH PARLIAMENT.</p>	Jan-05
<p>as well established Parliamentary research units i.e. Zambia, South Africa, India or Uganda.</p>	01/03/2004 AND THEN DEFERRED TO OCTOBER 2004	<p>LOCATIONS FOR STUDY TOUR WILL BE EITHER UGANDA OR INDIA SUBJECT TO TRAINING AND OVERALL COSTS.</p>	<p>PLANNED STUDY TOUR TO UGANDA DATE WAS OCTOBER 2004 HOWEVER UGANDA HAS ASKED FOR THIS TO BE DEFERRED UNTIL EARLY IN 2005.</p>	Jan-05
<p>need to establish linkages with other research bodies & public service ministries i.e. MoF F for the model.</p>	Apr-04	<p>LINKED TO ITEM 2.4.4 BELOW</p>	<p>FOLLOWING THE PILOT PROGRAM OF RESEARCH REQUEST LOGGING AND THE REVIEW OF THE REPORTS SUBMITTED THEN THE SECOND STAGE WILL BE TO ESTABLISH FORMAL WORKING LINKAGES WITH ACADEMIA AND THINK TANKS IN TANZANIA.</p>	Jan-05
ENHANCED MANAGEMENT & ADMINISTRATION				
LEADERSHIP PROGRAM				
<p>to work with the University of DSM and seek to attain academic accreditation for the internship program</p>	APRIL-AUGUST 2004	<p>ACTION COMPLETE SIXTY SEVEN FINALIST STUDENTS PARTICIPATED IN THE FIRST EVER RESPONCE PARLIAMENTARY INTERNSHIP PROGRAM IN DODOMA THROUGHOUT THE LONG BUDGET SESSION. EACH INTERN WAS ATTACHED TO A PARLIAMENTARY COMMITTEE.</p>	<p>ITERATIONS SHOULD BE MODIFIED TO TAKE PLACE DURING THE HEAVIER LEGISLATIVE SESSIONS IN APRIL AND NOVEMBER SINCE THE ISSUES ASSOCIATED WITH THE BUILD UP OF THE NATIONAL BUDGET WERE LARGELY DISCUSSED BEFORE THE JUNE - AUGUST SESSION. THIS HAS IMPLICATIONS ON THE STUDENTS CATCHMENT SO WILL REQUIRE FURTHER DISCUSSION WITH THE UNIVERSITY. THE ISSUES OF THE AWARD OF ACADEMIC CREDITS FOR SECOND YEAR STUDENTS WILL ALSO BE ADDRESSED AT THE SAME TIME.</p>	ONGOING
<p>to work underway within the EAPF (East African Parliamentary Institute) consider whether the central training unit within Parliament is feasible/required by Parliament.</p>	Apr-04	<p>IN ADVANCE BETWEEN THE EAST AFRICAN PARLIAMENTS FOLLOWING THE EAPF CONFERENCE HELD IN ARUSHA IN APRIL 2004 THE WORK IS UNDERWAY WITHIN THE ICA SA PARLIAMENTS TO USE THE EAPF AS THE REPOSITORY FOR INFORMATION SHARING AND SKILLS DEVELOPMENT. THE INITIATIVE IS BEING TAKEN FORWARD AT CLERK TO PARLIAMENT LEVEL.</p>		ONGOING
FOR MORE EFFECTIVE OVERSIGHT				
THE ROLE OF PARLIAMENT IN THE NATIONAL BUDGET PROCESS & PUBLIC LIFE				
<p>overall level of budget performance analysis currently available</p>	Feb-04	<p>FIRST STAGE ACTION COMPLETE MAY 2004 RESPONCE TRAINING WORKSHOPS TO BE REPEATED SHORTLY BEFORE THE FEBRUARY 2005 SESSION AT THE REQUEST OF THE COMMITTEE CHAIRPERSON.</p>	<p>THE WORK TO HELP DEVISE A SECOND LEVEL TRAINING PROGRAM TO HELP MPs UNDERSTAND THE PROCESS BY WHICH THE NATIONAL BUDGETS ARE DEVELOPED AND IN PARTICULAR THE NEED FOR PARLIAMENT TO CONSULT EARLIER IN THE 15 STAGE PROCESS (PARLIAMENT IS CURRENTLY ONLY CONSULTED AT STAGE 9 OF THAT PROCESS) MEANS THAT PARLIAMENT IS UNABLE TO FEED IN COMMENTS ABOUT PRIORITY SECTORS NOR INDEED TO SEE WHETHER MONEY VOTED IN AUGUST IS ACTUALLY RELEASED TO MDAs OR WHETHER THE TREASURY SEEMS TO SPLIT FINANCIAL RESOURCES BETWEEN MDAs.</p>	ONGOING
<p>ing sessions for MPs on Public Expenditure Reviews & annual Auditor General reports</p>	Jun-04	<p>RELATIONSHIP WITH THE CONTROLLER & AUDITOR GENERAL ESTABLISHED AND AGREEMENT OF THE NEED TO HELP MPs INTERPRET THE MAO REPORTS ACCEPTED. LINKED TO ITEM 4.1.6 BELOW.</p>	<p>LINKED TO ITEM 4.1.6 BELOW</p>	Nov-04
<p>work aimed at exploring/exploring the impact of the Poverty Reduction Strategy in Tanzania.</p>	May-04	<p>FIRST STAGE ACTION COMPLETE MAY 2004</p>	<p>FURTHER BRIEFING BY CIVIL SOCIETY ORGANIZATIONS UNDER DISCUSSION.</p>	ONGOING

ORIGINAL TARGET COMPLETION DATE	PROGRESS REPORT	NEW TASKS	NEW TARGET COMPLETION DATE
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briefing sessions for MPs on the role of the MoF on the disbursement of donor funds/loans and grants. May-04	FINAL LEVEL ACTION COMPLETE MAY 2004.	LINKS ESTABLISHED WITH PRESIDENT'S OFFICE-PERFORMANCE MANAGEMENT SYSTEMS WHO ARE TRYING TO DEVISE WAYS TO ENGAGE THE PARLIAMENTARIANS WITH EXPENDITURE CONTROLS MORE CLOSELY LINKED TO PERFORMANCE MANAGEMENT SYSTEMS. GIVEN THAT MPs ARE NOT FULLY INVOLVED IN THE BUDGET CYCLE THERE IS SOME NEED TO HELP PROVIDE BRIEFING TO MPs ON HAVING ACCESS TO BUDGETARY INFORMATION LINKED TO SPECIFIC SECTORS TO ENABLE MPs TO MONITOR WHETHER STATED SECTORAL PRIORITIES SUCH AS HEALTH AND EDUCATION ARE BEING MET. THIS ACTIVITY LINKS TO ITER A.I.A.	Dec-04
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Initiatives to ensure the women's caucus are well versed in Parliamentary practice & procedures. for women MPs on design/writing of proposals to attract more finance projects in their constituencies	IN ABEYANCE BRITISH COUNCIL HELD A WORKSHOP ON THE PVR (permanent voters register) IN JULY 2004 IN ABEYANCE BC HAVE SCHEDULED THIS ACTIVITY FOR OCTOBER 2004		
in of the networking initiatives between women MPs in Tanzania to other East African legislatures.	IN ABEYANCE		IN ABEYANCE

ANNEX B

SUNY/TANZANIA

TECHNICAL ASSISTANCE FOR THE STRENGTHENING
OF TANZANIA'S NATIONAL PARLIAMENT

This is the first in a series of bi-monthly newsletters that SUNY/Tanzania will be producing to ensure the staff working within the Parliamentary Service departments are kept up to date with developments underway or planned by the Project.

The responsibility for good communications is an individual responsibility but Heads of Department/Section have a specific responsibility to keep their staff fully informed about all and any issues that might have an impact on their daily work.

Just for completeness it is important to understand how State University of New York/Tanzania was evolved. Some years ago the Parliament of Tanzania approached the US Agency for international development in Tanzania (USAID) for assistance to help strengthen the operations of Parliament. This coincided with a desire by the UK Department for International Development (DFID) who also wanted to provide some assistance into the Parliament. This happy coincidence resulted in funding for the creation of a two year program of assistance for the Parliament. What does this assistance consist of? Well there are four high level Result Areas or objectives that the Project is striving to achieve over the two years which commenced on 11 May 2004 and is due to expire on 12 May 2005.

- **Result Area 1 - *Improve representation***: increased citizen access to and understanding of the legislative process;
- **Result Area 2 - *More effective lawmaking***: Parliamentary committees make better use of research and more actively solicit inputs from civil society in the consideration of legislation in targeted sectors;

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- **Result Area 3- *Enhance management and administration.*** increased quality and efficiency of service delivery to all members by parliamentary administrative support units:
- **Result Area 4- *More effective oversight.*** increased legislative capacity to monitor public expenditure and oversee implementation of the Poverty Reduction Strategy.

As you can see the Project objectives are very broad and that was intentional so that the assistance would be provided both the Parliamentarians and the staff who work for them too. This recognizes the fact that every five years there are Parliamentary elections and that inevitably some Members of Parliament lose their seats and are replaced by new MPs.

All the activities are enshrined in a Workplan which was designed in close collaboration by the Parliament and is monitored by USAID, DFID and Parliament to ensure it remains fit for the purpose for which it was attended. In that respect the Workplan is a living document capable of changes to reflect the situation on the ground.

What are the upcoming activities for SUNY/Tanzania over the next couple of months?

Result Area 1 - *Improve representation.*

- CSO Exhibition on 20-21 July in Dodoma. 60 Civil Society Organizations will have stands to show the MPs and the staff what they are doing in the local communities in which they work,
- A joint MP-CSO workshop will be designed which will form the fourth component in a multi faceted strategy to help Parliamentarians and Civil Society to work closer together,
- Following the pilot program of constituency level public hearings work will begin to design a guide to conducting public hearings together with a training video for MPs to use,
- The report arising from the recent visit by two House of Commons specialists is awaiting and will look at the role of the Public Information Office in the Parliament and external messaging issues.

Result Area 2 - *More effective lawmaking.*

- Support to the Committee Clerks & Research Officers work is underway to design a bespoke IT and skills training course for these staffers which will probably be rolled out before the next Session in the autumn.
- The idea of the creation of a "Parliamentary Committee Resource Manual" has been approved at the Committee Chairperson level and therefore the work to begin to draft the manuals one of which will be required for each Committee will be commencing after the August Session,
- It is also planned to assess whether individual Committees require support in the form of briefings on topical issues over the next couple of months.

Result Area 3- *Enhanced management and administration.*

- The Parliamentary Internship Program kicked off on 21 June and runs until 6 August 2004,

Result Area 4- *More effective oversight:*

- Two 2-day workshops on basic budgetary analysis skills were rolled out in May 2004 and will be repeated in October 2004,
- The Advisory Panel supporting the Committee on Finance & Economic Affairs (FEA) was established in May 2004 and advised the Committee during the Budget Session. The Panel will probably be required to sit in the FEA in the November 2004 Session,
- A one day briefing was delivered to Committee Chairpersons in May on the Poverty Reduction Strategic Plan (PRSP). The aim was to brief MPs on the PRSP Review which is underway and the VPO will be briefing Parliament probably through the individual Sectoral Committees during August on the progress of the Review,
- Work has been underway to link APNAC (African Parliamentarians Network Against Corruption) with Transparency International Tanzania Chapter. This kind of relationship has proved to be highly successful in Kenya since APNAC can draw down information and resources from TI in seeking to tackle the issues associated with anti corruption.

Watch this space for more information on SUNY/Tanzania's activities over the coming months.

SUNY/TANZANIA

TECHNICAL ASSISTANCE FOR THE STRENGTHENING OF TANZANIA'S NATIONAL PARLIAMENT

Habari za leo?

This is the second in a regular series of bi-monthly newsletters that SUNY/Tanzania will be producing to ensure the staff working within the Parliamentary Service departments are kept up to date with developments underway or planned by the Project.

The responsibility for good communications is an individual responsibility but Heads of Department/Section have a specific responsibility to keep their staff fully informed about all and any issues that might have an impact on their daily work.

Just for completeness it is important to understand how State University of New York/Tanzania operates in its task of providing technical assistance to strengthen the Parliament of Tanzania. All the support we seek to provide has been identified and agreed upon in a Workplan which is the instrument by which the Project can be measured. The current contract and is due to expire on 12 May 2005. The Workplan is grouped into four high level areas which have a range of supporting tasks/activities.

- **Result Area 1** - *Improve representation* increased citizen access to and understanding of the legislative process;
- **Result Area 2** - *More effective lawmaking* Parliamentary committees make better use of research and more actively solicit inputs from civil society in the consideration of legislation in targeted sectors;

- **Result Area 3- Enhance management and administration** increased quality and efficiency of service delivery to all members by parliamentary administrative support units.
- **Result Area 4- More effective oversight:** increased legislative capacity to monitor public expenditure and oversee implementation of the Poverty Reduction Strategy.

As you can see the Project objectives are very broad and that was intentional so that the assistance would be provided both the Parliamentarians and the staff who work for them too. This means that wherever possible Parliamentary Staff are involved in the training events developed by the Project team as this recognizes the fact that every five years there are Parliamentary elections and that inevitably some Members of Parliament lose their seats and are replaced by new MPs whilst the staff remain in Parliament waiting to work with the new Parliament.

What are the upcoming activities for SUNY/Tanzania over the next couple of months?

Result Area 1 -Improve representation

- Following on from the CSO Exhibition held in July there are now plans being developed to create a program of "breakfast briefings" for MPs with Civil Society Organizations having the chance to present their issues to MPs over breakfast before they head off to their Committee deliberations. For that reason the briefings will be piloted in DSM but we would hop staff working in Committees would wish to attend too. Details of timing and venue will be issued via the Clerk very soon.
- A joint MP-CSO workshop will be designed which will form the fourth component in a multi faceted strategy to help Parliamentarians and Civil Society to work closer together.
- Following the pilot program of constituency level public hearings work has begun to design a guide to conducting public hearings together with a training video for MPs to use. The earlier training on public hearings will be repeated probably early in 2005.

- The report arising from the recent visit by two House of Commons specialists looking in Parliamentary outreach activities is now with the Clerk for consideration on the best way forward.
- The Project will also be working with Bunge in its efforts to mount a pilot program to create a Wide Area Network (WAN) in 10 locations in Tanzania.
- The USAID regional support office visited Parliament in August to assess the likely costs for creating a Local Area Network (LAN) in the Bunge offices for staff such as Clerks and Research Officers who need to have the facility to share information on a regular basis, to be networked. That report is now with Parliament for their consideration.

Result Area 2 - *More effective lawmaking*

- On 26 September the IT training for the Committee Clerks & Research Officers facilitated by UDSM University Computing Centre kicks off in Bagamoyo. This will then be immediately followed by a four day skills enhance workshop for the same group.
- The modalities of creating a "Parliamentary Committee Resource Manual" for each of the sectoral Committees has been submitted to the Clerk for approval and work should commence shortly on that task.
- After the success of the Internship Program five Committees will benefit from additional support in the October/November Session when x5 of the Interns will be re-engaged to act research assistants to the Committee Clerks. They will be in both DSM and Dodoma in line with the Committee's needs.

Result Area 3- *Enhanced management and administration*

- Although the Parliamentary Internship Program ended on 6 August 2004 we will continue to use the services of these bright young people over the coming months in line with the needs of the Workplan.
- Other elements originally envisaged in the Workplan are in abeyance at present.

Result Area 4- *More effective oversight:*

- It is envisaged that the 2-day workshop on basic budgetary analysis skills will be repeated early in the new year.

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- The Advisory Panel supporting the Committee on Finance & Economic Affairs (FEA) remains in place at the request of the Committee Chairperson. The IMF are funding a conference in October and the Panel will be working with the Committee in its preparations for that event.
- Work is due to get underway to see what further support can be provided by the Project as the Poverty Reduction Strategic Plan (PRSP) continues through the national review process.
- APNAC (African Parliamentarians Network Against Corruption) and Transparency International Tanzania Chapter have now formally adopted a memorandum of understanding to cement their relationship. Work is now in hand to identify a suitable individual to act as the APNAC secretariat.
- Work is underway to conduct an impact assessment of the Politicians of the Future program which has been running for almost five years now and is managed by the British Council. The key issue will be to assess whether its scope can be broadened to look at all politicians including the needs of women.
- Work is in hand to devise a workshop for members of the Local Authorities Accounts Committee and the Public Accounts Committee. This is likely to be rolled out after the November Session.

Watch this space for more information on SL/AY/Tanzania's activities over the coming months.

SEPTEMBER 2004

ANNEX C

**REPORT ON THE CSO EXHIBITION
HELD ON 20-21 JULY 2004 AT THE
PARLIAMENT OF TANZANIA,
DODOMA**

ALEXANDER MAKILLO

JULY 2004

CSO EXHIBITION AT BUNGE JULY 2004 - REPORT BY ALEXANDER MAKULILO
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CSO EXHIBITION AT BUNGE JULY 2004 - REPORT BY ALEXANDER MAKULILO

ABBREVIATIONS

CSO	Civil Society Organizations
MAI	Mazingira Institute of Tanzania
MP	Member of Parliament
NETWO	National Network of Tanzanian Women with HIV/AIDS
PM	Prime Minister
SUNY	State University of New York
TANGO	Tanzania Association of Non-Government Organizations
TRACE	Training and Facilitation Centre for CSOs
TZ	Tanzania
WLAC	Women Legal Aid Centre
YPC	Youth Partnership Countrywide

ABSTRACT

This report gives some observations on the CSO Exhibition of the 20th-21st July, 2004. It specifically exposes the achievement and problems encountered during the event. At the final analysis it submits some recommendations to improve any similar events in the future.

CHAPTER ONE

INTRODUCTION

1.0. Background to the Exhibition

"It is highly unlikely that a viable democracy can survive without a civil society. Civil society is a necessary foundation for democracy. It is within civil society that public opinion is formed and it is through independent associations that individuals can have influence on government decision making. "

Woods, D. (1992:94) Article "Civil Society in Europe and Africa: Limiting State Power Through a Public Sphere."

SUNY/TZ is currently undertaking a two-year project to provide technical assistance for the strengthening of Tanzania's Union National Assembly. The Project aims at achieving four primary results: -

- (a). Improve representation
- (b). More effective lawmaking
- (c). Enhance management and administration
- (d). More effective oversight

The 20th - 21st July 2004 CSO Exhibition was part of the work plan activities set out and agreed upon in Result Area 1: **"Improve Representation"** with the sub-component of **"Increasing access to Parliament by Civil Society Organizations"**. The justification to increase such access was informed by the fact that Civil Society can contribute to the capacity and knowledge of the Parliament as CSOs are sources of technical, expertise and can provide specialized legislative committees with information about the effects of public policies and policy alternatives.

The CSO Exhibition therefore formed the third phase in a four stage approach to meet the Result Area 1 objective. The phases in sequence include:

- ⇒ Phase one was to familiarize 30+ CSOs about the Parliament and the practices procedures,
- ⇒ Phase two was training 30+ Members of Parliament about the role of Civil Society influencing policy development/implementation,
- ⇒ Phase three was the Exhibition where the CSOs were able to display the range of work they are engaged in, and
- ⇒ Phase four will be to bring the MPs and the CSOs together into a joint training workshop environment to discuss their areas of mutual concern and how they can work together.

1.1 Participants

SUNY/TZ attracted 60 CSOs to participate in the Exhibition but in fact three additional CSOs also presented themselves for the event and were adequately accommodated. These organizations represented diverse thematic areas such as environmental groups,

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HIV/AIDS groups, legal and human rights groups, women and children groups, disability rights groups to mention a few. SUNY/TZ ensured that the CSOs were not all Dar es Salaam based but rather to reflect CSO work from different parts of Tanzania. Thus some organizations came from regions like Kigoma, Tabora, Shinyanga, Mwanza, Iringa, Arusha, Zanzibar, Dar es Salaam, Cost Region, Moshi, Dodoma, Singida, Manyara, Rukwa, and Kilimanjaro.

1.2 Significance:

The CSO Exhibition was expected to provide a unique avenue for members of Civil Society who have been working with SUNY/TZ to get their lobbying and advocacy agendas in front of the Parliament.

1.3 Time and Space:

The CSO Exhibition was deliberately planned to take place on Tuesday and Wednesday 21st July, 2004 at the Parliament in Dodoma right at the Bunge grounds. The idea was to attract a maximum number of Honourables Members of Parliament who were in the Budget Session to participate in the event. Thus the timing and space were strategic and considered a golden opportunity for the CSO s to perform their lobbying and advocacy before the mandated policy makers.

1.4 Methods of Data Collection:

Two methods were deliberately selected for the purposes of this Report. These included mainly the following:

(a) Interviews:

This method was employed because of its maximum flexibility and freedom for the respondents to express their opinions on the event. Moreover the method was used because it was able to capture the attitude of the respondents. And finally the method was useful because of limited time, which was only two days. Respondents in this case involved some of the staff from different CSOs who attended the event. The format of the interviews was;

INTERVIEW GUIDE (ASSESSMENT OF THE EXHIBITION)

- a) Is it your first time to visit the Bunge as an organization?
- b) How often have you met MPs and / ministers before?
- c) Did MPs and / Ministers visit your stall?
- d) Did you lobby or advocate on any issue? If not why?
- e) How do you find to meet other organizations?
- f) Did you sell anything? For what purpose?
- g) How do you find the construction of the tents/stall?
- h) What is your comment on accommodation, transportation and meal arrangements?
- i) What did you expect of the event and what did you not?

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(b) Observation:

This method was also used on the grounds that the researcher was present during the Exhibition. Thus he participated while observing a series of events and very importantly assessed the overall impact of the entire Exhibition.

CHAPTER TWO

THE EXHIBITION

2.0. Preparation

2.0.1. Venue:

Preparation of the venue was a very challenging exercise. The proposed area was being used by another exhibitor CAMARTEC from 18-20th July 2004 whilst was exhibited agricultural implements. That exhibition was due to have ended on the 19th of July but Mr. Speaker on request by the relevant Minister opted to extend the event by a further day despite having agreed that the CSOs could use the same space on 20-21 July 2004. Efforts were made and consensus reached to share the same grounds with the CSO Exhibition event. This caused unnecessary and unexpected delays to the set up time planned. By 22.00 hours a permit to pass material for construction through the Bunge gate was obtained and finally construction started around midnight. The contracted company worked day and night to ensure things were ready before the event. The construction of the tents and stands and lighting was eventually completed on Monday July 19th, 2004 at around 22.00 hours. This delay did have a knock on effect in that CSOs had less time to prepare their individual stalls. This meant that some CSOs were still sorting out their display materials on the opening day morning.

2.0.2. Registration and placement of CSOs

Unfortunately the CSO Parliament Liaison Officer did not prepare a detailed plan of the booth allocations in advance and therefore there were delays in allocating booths once CSOs began arriving. The CSO Exhibition Directory was used for registration. However placement of CSOs into the Exhibition stalls was made according to the themes of activities the organizations represented. Moreover ID-cards were also distributed to the staff of CSOs to distinguish them from non staff. Some CSOs were not in the Directory (the three organisations shown below) but their presence was recognized and kindly treated. These included;

- Kinnapa Development Programme
P.O Box 83
Kibaya, Arusha
Tel. 027-2552088/2552171
E-mail:- kinnapa-dp@habari.co.tz
- Mazingira Institute of Tanzania (MAI-Tanzania)
P.O Box 124
Kidatu, Kilombero, Morogoro

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Tel. 26262002; Mobile. 0748-734550

E-mail:- maitanzania@yahoo.com

- **National Network of Tanzanian Women with HIV/AIDS (NETWO+)**
P.O Box 71489
Dar es Salaam
Tel. 0744-360075
E-mail:- netwo2002@yahoo.com

2.0.3. Opening Exhibition

The Exhibition formally opened for "business" from 10am when the Honourable Members of Parliament normally break for morning tea. As was instructed by Mr. Speaker there was no formal opening of the Exhibition. However we learned that a number of MPs formally reproached the Speaker on the Floor of the House for not informing them about the CSO Exhibition. This did not impede the curiosity of many MPs who wandered into the event early on the first day. Indeed the Prime Minister (PM) Honourable Fredrick Sumaye also wanted to witness the event and visited over half the stalls in the latter part of the first day.

2.1. Activities by CSOs on Exhibition:

- **Lobbying and Advocacy**

These activities were the core of the Exhibition. CSOs were expected to meet MPs and Ministers and perform the above functions. Some organizations managed to utilize fully this opportunity to achieve their goals. They included for example:

- I) TANGO, WLAC and TRACE, these together managed to talk with the Minister for Finance, Hon. Basil Mramba on policy issues. Because of shortage of time, the Minister arranged to meet them on 22/7/04 at Bunge to discuss their CSO issues,*
- II) TANGO again managed to talk to Deputy Minister for Health, Hon. Dr. Hussein Mwinyi on HIV/AIDS policy. They claimed that, having done survey in Bagamoyo (Coast Region), Same (Kitwa) and Kiteto (Manyara). TANGO wanted some changes in the policy by putting their concerns before the Minister. This was paraphrased as follows that "The policy was designed just to sensitize awareness but the issue of implementation was not frequently addressed. How are the infected and affected person benefit out of it? Worse still the policy is in English where most Tanzanians are not conversant; - we've developed it alternatively in Kiswahili. Moreover the policy is not gender sensitive."*
With such comments, the Minister was persuaded to agree to a meeting with the CSO in Dar es Salaam.
- III) Another organization was the Youth Partnership Countrywide (YPC). Having displayed their activities before Hon Kassela-Bantu (MP - Nzega Tabora) and Minister for Construction, Hon Magufuli; YPC was invited to perform the same activities in Nzega and Kagera where the Honourables come from. They promised*

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to fund those activities when YPC will be ready.

However, for some CSO organizations lobbying and advocacy proved more difficult. This was attributed to a range of factors;

- MPs and Ministers had little time to spend. Moreover their interests determined where to visit and where not,
- Lack of exposure, experience and skills to perform lobbying and advocacy by CSOs. For some it was their first time at the Bunge and for others it was the first time to meet Ministers so some CSOs suffered from a lack of self confidence in front of their public leaders and the CSOs were concerned not to be seen to be critical of Ministers if they tried to impress upon them the importance of their own particular CSO lobbying and advocacy activity,
- Some CSOs were very busy trying to get photographs with Ministers & MPs and get the same to sign their guest books. This diverted their attention primary objective of getting their lobbying and advocacy messages across to the Ministers & MPs.

2.1.2. Selling products

One way CSOs run their activities is through their own funding. Normally this fund is raised through a number of means. One way is through selling of wares and products. During the Exhibition CSOs were able to make sales of their goods. Items sold included fabrics, caps, books, tapes, T-shirts, videos, honey and honey products, jewellery, handicrafts and other household decorations to mention a few. Such sales would undoubtedly help the CSOs offset the costs of participating in the CSO Exhibition.

2.1.3. Description of activities

CSOs within their individual stalls set out the areas of work their organisation was involved in. They were able to display and describe their organisations objectives, activities, achievements and problems. It was observed that most organizations were suffering from inadequate funding as well as a lack of a formal, operational relationship with the Government (both the Parliament and the Executive). Some CSOs claimed that the Government often perceives them of being negative towards Government policies.

2.2. Closing remarks

The closing remarks were made at 15.40 hours by the Deputy Speaker, Honourable Juma J. Akukwetii. The Deputy Speaker started by thanking SUNY/TZ Country Director, Ms. Donna Bugby Smith for taking the initiative to organize such a historical event. He commented that the CSO Exhibition was the first since Independence. He further expressed his gratitude that the event had been organised to take place at the Bunge grounds as it enabled over 90% of the MPs currently sitting in the House to visit the

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Exhibition. The following is an extract from the speech made by the Deputy Speaker which has been translated;

" It is CSOs that brought MPs here to represent them in the House; hence all MPs have talked of the Exhibition and really appreciated it. CSOs and MPs do one job - serving the citizenry of Tanzania. "What is needed is co-operation between the two. If CSOs believe that MPs are their enemy, they make a mistake. MPs are your closest partners. However some CSOs in some constituencies live in a conflictual relation with their MPs, in that situation, I assure you that, neither MPs nor CSOs will benefit. Let us co-operate and work together. I once again thank our development partner, SUNYITZ for their efforts to work towards a greater co-operation between CSOs and MPs "

After the speech, the Deputy Speaker awarded certificates of attendance to all Exhibitors. That exercise marked the end of the Exhibition.

CHAPTER THREE

ASSESSMENT OF THE EXHIBITION

• 3.0. Success/Achievement

The Exhibition can be judged to have been successful taking into consideration that it was the first event of its kind in Tanzania. Specific areas which demonstrated such success include the following:-

(i) Response of participants (CSOs)

A total number of 60 CSOs were invited to mark the event. They all attended and indeed three others also turned up and were allowed to participate in the event too.

(ii) Lobbying and Advocacy

This function was judged to have been successful to a larger extent. Out of 10 CSOs that were interviewed, 6 of them managed to succeed in performing their lobbying and advocacy activities. However some others did not fare as well for the reasons articulated earlier in this Report

(iii) Exposure and exchange of experience

The attracted CSOs came from different backgrounds and thematic areas. They used that opportunity to exchange views on how to better organise and coordinate their activities. Others sought to establish networking links with organisations working in similar fields. The event was thus a point of intersection whereby vibrant and strong CSOs could engage with newer younger CSOs just coming onto the lobbying and advocacy scene. For many CSOs it was the first time for them to visit the Bunge and to be able to have direct face to face contact with Ministers and MPs. The Exhibition therefore exposed CSOs to gain a greater insight into the workings of the Bunge and to seek to establish

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good relations with policy makers. A number of CSOs were also able to tour the Chamber to see where the legislative processes take place which will also help them to better appreciate how Parliament works.

(iv) Parliamentary Sessions

The two days stay of CSOs at Bunge grounds also gave CSOs the opportunity to attend live debates in the house about Budget. They observed how the will of the people is represented, and assessed the strength and weakness of such representation.

(v) Exhibition tents and equipment

The tents were well built and furnished with electricity, tables and chairs. The construction was so good looking to the extent that some MPs equated it with the "Saba Saba" annual event. This demonstrated how seriously the importance and presentation of the Exhibition was to SUNY/Tz.

3.1. Problems

Inevitably with any major event being run for the first time problems and issues were expected to arise and these are listed below;

▪ Lack of official opening

The lack of an official opening slightly undermined the legitimacy of the event both to the CSOs and MPs; CSOs had hoped that such an event could be officially opened and made demonstrably important. But having said that the CSOs also recognised that had there been an official opening on the first day then in all likelihood the MPs would have attended that and would have been unlikely to have made return visits to the stalls during the two days.

▪ Display Stalls

The type and size of the display stall was not adequately explained nor communicated in advance to the CSOs. Such advance notification would have helped determine what materials CSOs would have brought to the Exhibition.

▪ Accommodation

Accommodation becomes a critical problem in Dodoma whenever the Parliament is in Session; many people i.e. Government staff, and MPs flock to the town and so most guest houses become occupied. As a result of this there were no specific houses booked for the CSO staff. For some CSOs it was their first time in Dodoma and therefore accommodation was a problem. CSOs would have rathered that SUNY/Tz organised accommodation on their behalf.

▪ Transport

Payment for transport was not given early so that individuals could start making arrangements for their journey back home. Moreover, there was a problem of transportation with people from remote areas such as Kigoma and Shinyanga who relied on train timetables. The timetable forced these CSOs to arrive in Dodoma a few days before and a few days after the formal Exhibition dates (for example participants coming from such areas had to arrive on 16/7/04 and had to therefore wait for the train that was to be scheduled to leave on 24/7/04).

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Despite the above limitation SUNY/Tanzania was able to minimize the effect of the said challenges. And since this was the first exhibition then it must be taken as a lesson for the future when planning such events.

3.2. Conclusion

The CSO Exhibition can be judged to have been the turning point in the history of relationship between CSOs and the Parliament. Insofar as it has served to highlight the relationship between the legislators and Civil Society and further can be seen to have narrowed the gap between MPs and CSOs relations. It has brought great hope that the two actors can work together for the benefit of the citizens of Tanzania and therefore should cooperate to work together to accomplish that task. Through the Exhibition CSOs judge that each has recognized and appreciated the role of the other.

3.3. Recommendations

This section submits some recommendations to be considered both to improve access to Parliament by CSOs and to help plan and organise similar event in the future:

- i. The CSOs Exhibition to be annually held during the budget session. This will provide not only a unique avenue for CSOs to engage the House but will provide a focus for the CSOs to aim to enhance/improve their lobbying and advocacy skills. The Exhibition would also provide an avenue for CSOs to exchange experience and build networking on one hand and minimize the hostile relations between MPs and CSOs on the other,
- ii. To make the Exhibition more official. This can be done by inviting an appropriate Guest of Honour to officiate the event at its commencement and at its end. The practice will make the event more legitimate and seriously taken by MPs and ultimately improve their attendance and interests,
- iii. Ability to reflect on the impact of the Exhibition event. It was suggested that it would be better to start to devise a framework document to enable a formal assessment and evaluation to be made of any future Exhibitions. This can be done by firstly distributing questionnaires to CSOs to comment on the event, and secondly to have few representatives from CSOs to sit together with SUNY/Tanzania and reflect on the impact of the event. This would help getting inputs to improve on the exercise and make CSOs feel a sense of ownership of the event,
- iv. The type and size of Exhibition stalls and other necessary facilities such as electricity, chairs and tables must be communicated to the participants well in advance. This can help to determine what type of materials are brought to the event by the CSOs,
- v. To improve accommodation. It is better to rent a guest house(s) to accommodate staff from CSOs. This will help to avoid disturbance by staff and also centralize payment to one institution and thus save time,

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- vi. To improve payment. Payment to be handled early so that to give participants ample time to make their transport arrangements.

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- SUNY/TZ MEMBERS OF PARLIAMENT WORKSHOP: "Influencing Policy, Skills Development Workshop" (MPs Training on CSOs) Workshop held at Sea-Cliff Hotel DSM 24^h-27^h March, 2004
- SUNY/TZ "CIVIL SOCIETY ORGANIZATIONS" Directory (2004)
- SUNY/TZ (2004) Press Briefing – Notes for Editors: Civil Society Exhibition
- SUNY/TZ Brochures.

ANNEX D

**SUNY/TANZANIA
REPORT ON THE ARUSHA FIELD
VISIT JULY 2004**

**MICHELLE GILL
SUNY/CID PROJECT FELLOW
JULY 2004**

Field Visit to Arusha CSOs

»27th July: Arrive in Arusha«

	28 th July	29 th July	30 th July
9am		RECODA	
10am	ANGONET	Hakikazi Catalyst	
11am		HUREPI-Trust	
12pm			
1pm			
2pm		Inyuat e Maa	
3pm	MWEDO		
4pm			
5pm			

Contacts & Addresses:

ANGONET: Peter Bayo
At Main Post Office Hall (across from Air Tanzania offices)

MWEDO: Ndinini Kimesera
0748 210 839

RECODA: Dominick Ringo

HUREPI-Trust: Peter Mcomalla
Ottu Building, 3rd Floor
Azimio Street

Inyuat e Maa/MAA: Jacob Porokwa

Hakikazi Catalyst: Allan Nswilla

Discussion Items

What is SUNY/Tanzania and what do we do?

- 4 result areas—1,2 and 4 include CSOs

What can CSOs expect from SUNY/Tanzania?

- Can reach Parliament through us
- Identify synergies (ex. TDPM)
- Help Parliament get to know you and the good work you do

What can CSOs NOT expect from SUNY/Tanzania?

- No grants
- No lobbying for specific causes or complaining about legislation

SUNY/Tanzania's upcoming CSO projects:

- Joint workshop between MPs and CSOs for those who participated in CSO training
- Additional trainings for those who did not attend CSO training
- What kind of training would be most useful?

What more do they want the CSO/Parliament Liaison (CPLO) to do for them?

- In terms of training, workshops, services, etc.

Results of CPLO questionnaire

- Obtain more detailed feedback

CSO Exhibition Follow-up

- Strengths & weaknesses of the event
- Improvements for the future—timing, types/numbers of organizations, structure, etc.

Civil Society Organisations in Arusha

CSO	Thematic Area	Contact
Hakikazi Catalyst	Democracy & Good Governance	Emanuel Kallonga, Executive Director Ph: 027 250 9860 Mobile: 0744 268 012; 0744 369 812 hakikazi@cybernet.co.tz
Maasai Advancement Association (MAA)	Pastoral Development	Jacob Porokwa, Executive Director Ph: 027 254 4444 Mobile: 0744 370 406 maa@tz2000.com
Human Rights Education & Peace International (HUREPI-TRUST)	Human Rights	Peter O.B. Mcomalla, Executive Director Mobile: 0748 522 161 hurepi@hotmail.com mcomalla@yahoo.com
Maarifa Ni Ufunguo (Knowledge is Key)	Community Development	Nicodemus Shauri Eatlawe, Executive Director Ph: 027 250 0298 Mobile: 0744 752 140 maarifa@ufunguo.org
Arusha NGO Network (ANGONET)	Umbrella NGO	Peter Bayo, Executive Secretary Ph: 027 250 9707 Mobile: 0744 440 096 angonet@yahoo.com
Pastoralists and indigenous NGOs Forum (PINGOs)	Pastoral Development - Network	Edward Porokwa, Coordinator Ph: 027 250 8965 pingostz@yahoo.com
Maasai Women Development Organization (MWEDO)	Gender	Ndinini Kimesera, Executive Director Ph: 027 250 9484 Mobile: 0748 210 839 maawomen@yahoo.com

Urban Environmental Development Association (UEDA)	Community Development	Elibariki Malley, Coordinator Mobile: 0744 751 594 uedaarushatz@hotmail.com uedaararushatz2001@yahoo.co.uk
Multi-Environmental Society (MESO)	Environment	Petro O. Ahham, Director General Ph: 027 250 5859 Mobile: 0744 467 472 mesotz@hotmail.com
Women's Economic Groups Coordinating Council (WEGCC)	Gender	Mwanahamis Hashim Nyaso Masomalo Ph: 027 250 0176 Mobile: 0744 374 038 wegcc@habari.co.tz
KINSHAI	HIV/AIDS	Veronica Shao, Cluster Manager Ph: 027 275 0747 Mobile: 0744 310 350; 0744 269 799 kinshai@yahoo.com
Men in Movement Against AIDS in Tanzania (MMAAT)	HIV/AIDS	Andrew Joseph Mashimba Shija Mobile: 0744 554 051 anepha2000@yahoo.com
RECODA	Rural Development	Dominick Ringo, Executive Director Ph: 027 250 8402 Mobile: 0744 378 059 recodatz@yahoo.co.uk

ANGONET Roundtable Discussion

Contact: Peter Bayo

***For a list of participants, please see attached list.**

Peter Bayo: Opening remarks

George William: Summary of SUNY/Tanzania project and description of result areas

Michelle Gill: Description of SUNY/Tanzania activities pertaining to CSOs, CPLO job description and expectations for the meeting

CSO Discussion

***The participants were asked to respond in English if they felt comfortable, otherwise they could speak in Swahili. As many of the participants did not introduce themselves before speaking, attributing each comment to an organisation or individual is not possible. The SUNY team made comments throughout and those of particular importance are noted here.**

>> Allan Nswilla, HAKIKAZI Catalyst

- Expressed his thanks to SUNY/Tanzania for organizing the CSO Exhibition**
- Called for further capacity building among CSOs and MPs**
- Noted that many MPs see CSOs as the opposition and that conflicts must be reconciled between the two groups**

>> Petro Ahham, Multi-Environmental Society (MESO)

- Expressed thanks and gratitude to SUNY/Tanzania for organizing the CSO Exhibition**
- Was willing to lead CSOs in carrying out exhibitions in the future**
- The aim is for a horizontal relationship between Government, the private sector and the CSOs. The capacity of the CSOs must be built upon first and the Government must come later.**
- Concern about the sustainability of SUNY/Tanzania**
- Nationally-based CSOs must take responsibility for themselves because international organizations weaken their cause (ex. NGO Act)**
- Stressed importance of using the appropriate terminology to with regards to CSOs, NGOs and FBOs**

>>SUNY/Tanzania as platform for CSOs to reach Parliament (in Swahili)

George <comments>

>>Armani, Jr., Tanzania Mineworkers Development Organization (TAMDO)

- When SUNY talks of bringing Parliament together with CSOs, there is the assumption that CSOs are already in a position to represent people and know how to advocate to MPs. It is ineffective to bring these two groups together without building the capacity of the CSOs.

George <comments> SUNY/Tanzania is a technical assistance project to *Parliament*, therefore, Parliament is where our priorities lie.

>>Christian Youth Spiritual Ministry (CYSM) (in Swahili):

- Thanks to SUNY/Tanzania

General Comments

Future CSO training: should be conducted at the regional level. Historically, the tendency is to take the biggest CSOs to be trained.

More concern over the sustainability of SUNY/Tanzania

Must build the capacity of small CSOs and focus training at the district level

- Capacity should be financial, human and institutional

Create a CSO newsletter and directory

- CSOs must increase information-sharing through networks
- To be produced in both hard and soft copies

Bring trainers from Uganda for future CSO trainings

Michelle <comments> This has been done in the past and is highly likely that they will be invited back for future trainings.

CSOs want access to Parliamentary committees—modalities, topics discussed, etc. (RECODA)

Corruption in the Government is weakening CSO efforts

MWEDO

Contact: Ndinini Kimasera

Sophia Parkipury & Mary Kastle

CSO Exhibition Feedback

MWEDO representatives enjoyed the exhibition and viewed it as a positive opportunity/challenge. They recommended that the event to be held on annual basis. MWEDO representatives had the opportunity to have dinner with the MPs of their constituencies. This gave them a chance to strengthen ties on both a professional and personal level.

Areas for Improvement/Weaknesses

- **Too many organizations, but exposure among the thematic areas was fairly even**
- **Would like to know about the event for 6-7 months in advance**
- **Would like opportunity to meet with MPs in preparation for the event**
- **Would like help with the production of brochures to look professional and effective for presentation**
- **On a personal level, they wished they had been more prepared with additional documents and more copies of each**
- **Systematically invite CSOs from each district to ensure even geographical distribution**

Current access to Parliament is very limited. They sometimes attend workshops in which MPs are invited, but they are for the district as a whole and are not specific to CSOs.

Suggestions for SUNY/Tanzania

Echoed the wishes of the ANGONET group in that they would like to be a part of parliamentary committees and interact vis a vis with Members.

Would like more information on the various committees and the different issues that are involved with <discussed the upcoming resource manual>

Track bills in an effective and sustainable way to heighten awareness of Parliamentary issues among CSOs and the general public

- **Suggested this could be task of CPLO**

Continue to plug civil society to committee chairpersons—tell them they do not have to obtain information on their own

- **MPs went on field visit to examine the privatisation of livestock in Botswana. There are disadvantages to this and the situation in Botswana is not comparable to the situation in Tanzania. They could have simply sought the input of CSOs that are well-versed in this area.**

Locate the "good" MPs for CSOs to carry out effective one-on-one lobbying

RECODA

Contact: Catherine Maguzu

The meeting was brief as we had already met with the organization in the context of the ANGONET Roundtable. We discussed how their organization supports other NGOs and grassroots communities through capacity building. Their current project is educating rural communities on the "crop cover" technique for banana production.

The competency of ANGONET was also discussed. They only meet twice annually and have no formal system in place for which to exchange information. If CSOs wish to communicate with other organisations, they must do so by their own initiative. ANGONET has also failed to incorporate the capacity building component of RECODA into their network program.

HAKIKAZI CATALYST

Contact: Allan Nswilla

This meeting was also brief as the organization was represented at the ANGONET Roundtable. We were introduced to the Executive Director, Emmanuel Kallonga and given a tour of the office. The organization seems to be well-organized and operating at a high level of capacity. They transform bills, policies and laws into "easily digestible" language for the public. They then communicate the public's feedback to Parliament. SUNY/Tanzania can offer little support to Hakikazi as they are already well linked with the Government. They understood that SUNY does not give grants, but believed a partnership with us may bring them additional funding from other donors.

HUREPI-TRUST

Contact: Peter Mcomalla

The organization targets educational institutions and teachers (primary school through university) to create a culture of human rights and peace and foster poverty reduction. The office team is made up of two permanent staff and two resource persons.

HUREPI-Trust is linked to Tanzanian Human Rights and Peace Education Network (TAHURIFE EDUNET), ANGONET, Makerere University, University for Peace and Amnesty International/Tanzania.

Collaboration between SUNY/Tanzania & HUREPI

- **Workshop by HUREPI to MPs on peace-building and conflict resolution**
 - Would raise awareness of organisation in Parliament
 - There is currently no peace-building policy or program
 - Would be timely as General Election is upcoming
 - Suggested for the National Electoral Commission (NEC) and regional commissioners
- **Invitation to the UN Great Lakes Peace & Security Conference (Nov-Feb 2004/05)**
- **Invitation to Amani Forum of the Parliament**
 - Contact: Dr. Z. Gama & Justina Shauri

MAA

Contact: Jacob Porokwa

Strengths of the CSO Exhibition

- **Provided a context for different CSOs to meet each other**
- **Provided a context for MPs and CSOs to share information**
 - **Parliamentarians expressed interest in the rainwater harvesting MAA was engaged in and asked to be contacted for further information**

Weaknesses of the CSO Exhibition

- **Not enough MPs attended the Exhibition**
- **Not enough preparation time to set up booth in Dodoma**

Improvements for Future CSO Exhibitions

- **Should occur on an annual basis**
- **Organise training on how to exhibit in an efficient and interesting manner (i.e. how to attract MPs to CSO booth, what things to exhibit)**
- **Arrange for one solid day for preparation in Dodoma before the Exhibition**
- **More publicity is needed to advertise the event**
- **Solicit MPs for information on what they liked and did like from the Exhibition (i.e. what was attractive, helpful, etc.)**

MAA expressed some difficulty in meeting MPs outside of the Exhibition. Porokwa described arranging an appointment with a MP as a lengthy and bureaucratic process. However, in most cases, they can meet them on field visits. He named Hon. Monwasa as being particularly willing and available. Meeting with Ministers is very difficult for civil society.

Conclusion and Recommendations

Overall, the field visit to Arusha was successful. The visits demonstrated SUNY/Tanzania's commitment to civil society and laid the groundwork for future collaboration and improved relations. Discussions with CSOs also provided feedback on SUNY/Tanzania's first CSO Exhibition as well as the Civil Society/Parliamentary Liaison Officer (CPLO).

There was much concern that although SUNY/Tanzania had entered into a mutually beneficial relationship with civil society, the project is meant to terminate in May. Various CSOs worried that without SUNY, the connection between themselves and Parliament would be weakened or lost. This is the very reason for instigating discussion on a CSO-nominated, CSO-funded CPLO. A sustainable relationship with Parliament should be a top priority for these organizations.

Overall, the CSOs' comments regarding the Exhibition were positive. They considered it an excellent opportunity for advocacy and to share knowledge and experiences. Any weaknesses of the event mentioned by CSOs can be attributed to logistical matters or their own shortcomings, such as inadequate preparation and weak advocacy skills.

Future field visits to other areas would be helpful, so long as there was an agenda and predetermined discussion topics, as with this particular visit. There is no added value to simply visiting CSOs at their offices and learning what they do. This need not be accomplished by a physical presence. Organizations may take that opportunity to present a laundry list of financial and organizational problems that are beyond SUNY's scope of work.

Based on the team's interaction with ANGONET, it became clear that it is not necessary to deal with NGO networks, per se. Rather, organized, motivated and responsible CSOs should be identified for collaboration.

SUNY/TANZANIA

JULY 2004

CIVIL SOCIETY PARLIAMENTARY LIAISON OFFICER (CPLO)

KEY THEMES:

- To promote awareness amongst Civil Society of the role of Members of Parliament as legislators and to increase public awareness of the issues discussed in Parliament,
- To organise regular meetings with CSOs on issues of concern and update them about the proceedings in Parliament,
- To provide dialogue forums within CSO groups to enable the public to express their views on various policy issues,
- To collaborate with the CSOs in order to present views on legislation pending before Parliament,
- The CPLO is a strategic entry point into Parliament to help influence the legislative and policy making process,
- The CPLO was specifically appointed to Parliament by CSOs and with a CSO mandate to track the progress of bills before the House and ensure the CSO's timely advocacy interventions.

MODALITIES AND OPPORTUNITIES FOR ENGAGEMENT WITH THE PARLIAMENT:

- The CSOs could engage Parliament through the presentation of Memoranda into the Parliamentary Committees,
- petitions to the Speaker (although the current Standing Orders would be very restrictive and petitions have to be routed through an MP),
- stakeholders' briefings,
- Dialogue forums,
- media programmes,
- information sharing through the development, production and circulation of the Parliamentary Monthly Bulletin (a newsletter on CSO/ Parliamentary advocacy interventions),
- Bills Analysis Boards comprising of lawyers and members of CSOs, who meet regularly to analyse bills before Parliament. The Analysis Board incorporates

experts from relevant CSOs to analyse bills as and when the need arises. These types of organs already exist within the NPF network.

KEY ACTIVITIES FOR THE CPLO:

- the CPLO needs to attend Parliamentary Sessions and Committee Hearings whenever there is an issue before Parliament that is of concern to the CSOs,
- The CPLO needs to work closely with the Public Relations Officer, the Editor of the Hansard, and the Office of the Clerk particularly with the Committee Clerks, the Department of Library and Research.

INTENDED ACHIEVEMENTS/OUTPUTS OF THE CPLO:

- ⇒ the number of CSOs networking with Parliament and participating in the legislative process increases,
- ⇒ a marked increase in the public's awareness of legislative matters as a result of the impact of the Monthly Parliamentary Bulletin, the public dialogues and the media programmes,
- ⇒ CSOs succeed in influencing legislation by making contributions to a number of bills through the Committee Hearings.

CHALLENGES:

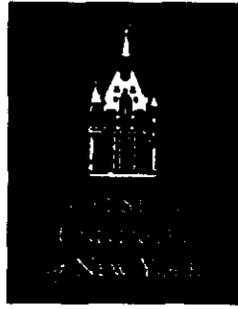
1. *Consensus Building:* A major challenge maybe that of consensus building among the CSOs with regard to contentious issues arising from the Bills. Negotiations need to be held with the CPLO in attendance as an observer but also as a Parliamentary expert to discuss and agree upon the most appropriate strategy to use when engaging Parliament. It is sometimes difficult for the CSOs to agree on which issues to present to the Committees and which to "trade off" by way of compromise. Whilst the CPLO has to be impartial within the CSO community they can nevertheless offer advice on the Parliamentary perspective.
2. *Funding of activities:* Sometimes unanticipated advocacy issues come up for the CSOs and the advocacy activities fall outside the predetermined budget plans. The CSOs then have to fundraise to meet these expenses.

3. *Mobilising the Members of Parliament:* It is sometimes difficult to mobilise MPs to attend advocacy initiatives. It sometimes helps to involve the Clerk to Parliament to issue out the invitations to all such events.

4. *Political Climate:* Sometimes issues which CSOs want to raise may cause problems if the climate is charged for example around elections or corruption but the CPLO ought to be aware of such sensitivities and advise the CSOs accordingly. In Tanzania there is a Member of Parliament elected by the ruling party to represent Civil Society which could be exploited by the CPLO & CSOs as an ally and build a working relationship with her.

SUNY/TANZANIA
SEPTEMBER 2004

ANNEX E



**A REPORT ON THE SYMPOSIUM ORGANISED BY
SUNY/TANZANIA FOR AMANI FORUM AND
HUREPI – TRUST**

**Held on 7th September, 2004
At Kikao meeting room-Holiday Inn
DSM**

**Prepared by:
Beatrice Massawe
Project Assistant-SUNY/Tanzania**

1. ABBREVIATIONS

SUNY/TZ – State University of New York/Tanzania

MP's – Member of Parliament

HUREPI – Human Rights Education and peace International

CSO's – Civil Society Organizations

NGO's – Non Governmental Organizations

THRC – Tanzania Human Rights Commission

2. BACKGROUND INFORMATION

The Center for International Development of the State University of New York (SUNY/Tanzania) was on May 2003 awarded a two year program to provide technical assistance for the strengthening of Tanzania's Union National Assembly. USAID (Tanzania) and the United Kingdom's Department for International Development (DFID) have negotiated a cost sharing arrangement to support the Parliament of Tanzania. USAID funds earmarked for this activity leveraged a DFID grant commitment to USAID to support USAID's activity to improve the representation, lawmaking and oversight functions of Parliament.

The Project aims to achieve results in core four areas;

- 1). **Improve representation:** Increased citizen access and understanding of the legislative process
- 2). **More effective lawmaking:** Parliamentary committees make better use of research and more actively solicit inputs from civil society in the consideration of legislation in targeted sectors.
- 3). **Enhance management and administration:** Increased quality and efficiency of service delivery to all members by parliamentary administrative support units
- 4). **More effective oversight:** Increased legislative capacity to monitor public expenditure and oversee implementation of the Poverty Reduction Strategy.

This Project to a great extent has achieved some of its goals; these are shown on the activity plan of the year 2003/2004. Some of achievements include; sensitization of MP's and Civil Society organizations, highly visible Civil Society Exhibition held in Dodoma, a bespoke parliamentary Internship which was successful rolled out in 2004 with graduates from UDSM. This symposium is one of the results of the Civil Society Exhibition which sought to increase integration between the Members of Parliament and the Civil Society Organizations in solving different problems which are present in Tanzania.

3. INTRODUCTION

This Symposium was for the Parliamentarians who are the Executive Committee members of the AMANI FORUM, HUREPI – TRUST and the representative from Amnesty International/ Tanzania on how to maintain peace and human rights in Tanzania. Amani Forum is an organization of African MPs who act as a driving force for peace in their respective countries and their key role is to prevent and resolve conflicts, and to provide support and to complement the peace processes. On the other side Hurepi Trust is a Civil Society Organization which deals with human rights education, peace promotion, conflict resolution and good governance/social justice so as to promote the culture of peace. The main target was to integrate the Parliamentarians and the Civil Society Organizations which are fighting for human rights and peace building so that they could make a joint effort in the peace promotion. The Symposium held on 7th September 2004 at Kikao meeting room at Holiday Inn, Dar es Salaam.

This Report is divided into three different parts. This includes introduction of SUNY/TZ Parliamentary project and its major activities, introduction of the meeting, and finally the summary of the meeting proceedings.

3.1 Theme of the meeting

The main theme/objective of the meeting was to address the role of Members of Parliament in the prevention of armed conflict, peace building and the whole issue of human rights in collaboration with the Civil Society Organizations. It was the intention of Hurepi-Trust to identify areas where Amani Forum could help them to achieve their goals because they believed that one of their roles is to help to ensure the sustainable peace and conflict resolution through Tanzanian leaders.

3.2 Participants Profile

During this meeting there were 16 participants. 10 were the Members of Parliament (Amani Forum Members), 4 were the representatives from Hurepi- Trust and Amnesty Tanzania, Senior Clerk Assistant and National Coordinator of Amani Forum also attended.

3.3 Presenters, facilitator and topics covered

This meeting was facilitated by SUNY/TZ Country Director Ms. Donna Bugby- Smith. The main presenters were Hurepi-Trust and the Amnesty Tanzania. The main topics which were discussed include:

- ❖ Who will bring peace in Africa,
- ❖ The role of Members of Parliament in the whole issue of conflict resolution, peace building, and human rights in Africa.
- ❖ Indicators of conflicts,
- ❖ The current situation of conflict and peace building in Africa, and
- ❖ The role of education in peace building and conflict resolution in Africa particularly in Tanzania.

3.4 Results

3.4.1 Project Programmatic objectives:

Activity 1: Improve representation: through increased citizen access to and understanding of the legislative process. Members of Parliament and Civil Society have been sensitized to their respective roles in the legislative process.

Outcome of the event: Contributed in making Parliamentarians more aware of the peace situation in African countries, identification of sources of conflict which led to the problems associated with refugees and the role of Parliamentarians in dealing with such issues in order to maintain peace during all aspects of the legislative process including policy formulation and implementation.

4. SUMMARY OF THE PROCEEDINGS

4.1 Opening remarks:

Ms. Donna Bugby-Smith, SUNY/TZ Country Director

- ❖ Opened the proceedings by giving a brief introduction of SUNY/TZ and its related activities, how it was jointly funded by USAID and DFID and its purpose of providing a technical assistance for strengthening of the Parliament,
- ❖ Made a brief introduction to the Members of Parliament, Hurepi – Trust and SUNY/TZ team and gave a vote of thanks for their attendance,
- ❖ Explained the purpose of SUNY/TZ organizing such a meeting that of providing the opportunity for Civil Society Organizations to engage directly with the Members of Parliament,
- ❖ Highlighted the activities of Hurepi – Trust which include peace building through conflict resolution and human rights,
- ❖ Emphasized that we have to recognize the differences between individuals and political parties especially when the pressure associated with the 2005 elections become increasingly volatile in the political arena.

4.2 Briefing

4.2.1 AMANI FORUM-Hon. Ibrahim Marwa

This included:

- ❖ Brief introduction of Amani Forum,
- ❖ The key role of Amani Forum in Tanzania,
- ❖ Coverage of Amani Forum – Great Lakes MPs,
- ❖ Main activities of Amani Forum, and
- ❖ Achievements of Amani Forum in different membership countries.

4.2.2 HUREPI – TRUST – Peter O.B. Mcomalla - Executive Director

Highlighted the following:

- ❖ Brief introduction of Hurepi –Trust/What is Hurepi-Trust,
- ❖ Why they came into existence – after Rwanda Genocide,
- ❖ Objectives and activities,
- ❖ Achievements,
- ❖ Challenges.

4.3 PRESENTATION

4.3.1 Hurepi – Trust - Executive Director- Peter O.B. Mcomalla

Covered the following in his presentation:

- ❖ Expressed vote of thanks to MPs and SUNY/Tanzania,
- ❖ Addressed the main theme of peace- who is responsible to bring peace in Africa,
- ❖ Causes of conflicts especially in African countries,
- ❖ Initiatives of promoting the culture of Human rights at global level,

- ❖ Aftermaths of conflicts in Great Lakes Region (GLR) and Greater Horn of Africa (GHA),
- ❖ Best tool for achieving sustainable culture of peace- Education
- ❖ The intention of Hurepi-Trust
- ❖ The call to Members of Parliament on the in the prevention of armed conflict and peace building in Africa,
- ❖ Important skills, awareness and knowledge that Members of Parliament deserves as people's representative and
- ❖ How to promote peace at national level.

4.3.2 Ezekiel Oluochi – Hurepi – Trust Representative

Covered the following in his presentation:

- ❖ 3 pillars of State/State organs,
- ❖ The need to sustain tolerance,
- ❖ The elasticity of tolerance,
- ❖ Primary objective of the government- welfare of the people,
- ❖ Constitutional role of Members of Parliament which include;
 - Legislation role which will promote democracy,
 - To ratify international convention which are pro-peace in the country,
 - Policy making and adoption of policies,
 - Question the government expenditure vs income (national budget),
- ❖ Indicators of conflict in Tanzania,
- ❖ Areas affected by conflicts in Tanzania, and
- ❖ Need for education and awareness as a best component to prevent unnecessary conflict.

4.6 Presentation from Amnesty International

4.6.1 Christine Madono – Amnesty Representative

She touched upon the following issues;

- ❖ Brief introduction about Amnesty International – Tanzania,
- ❖ Activities of Amnesty International,
- ❖ Membership and supporters around the world,
- ❖ Vision of Amnesty International,
- ❖ Mission of Amnesty International,
- ❖ Achievements and challenges, and
- ❖ Future prospects.

4.4 Discussion, Questions & Answers

- ***What are the root causes of conflict in Africa especially in the Democratic Republic of Congo (DRC)?***

It was claimed that the main root causes of conflict in African countries is **resource allocation**. Whatever we have should be distributed according both to the needs of people and with equity. Also it was underscored that the conflicts in Africa are due to the direct impacts of globalization and in DRC

conflicts are often linked the foreign investors. It was very difficult to run proper investment to enable the DRC's natural resources to be used to benefit the DRC's poorest citizens. For example the Diamond conflict in Sierra Leone is due to exploitation which is being carried out by foreign investors. In Tanzania therefore it is better to identify the root causes of conflict. Also it was stated that usually the problems are internal conflicts and not external conflict. For example the conflict in Burundi is externally imposed. What is important is to reduce internal conflicts.

- ***What can Parliamentarians do to bring and enhance political tolerance?***

It was explained that most of the African countries have political tolerance due to the type of democracy which is the legacy of colonialism. Very often the language being used by the MPs can either enflame political intolerance which results in society being influenced to be in tolerant. Political Parties should agree on how best to rule the country both for the present and the future with the ultimate goal of ensuring the well being of the Nation. It was suggested that democratic government which is democratically elected should aim to be free of the influence or perception of corruption. Members of Parliament ought to take measures to ensure national security, to ensure that the social welfare of the people takes top priority in order to prevent conflicts.

- ***Conflict started during the colonial era, and the history of refugees in Tanzania started from 1967 in the Southern part of Tanzania, and the main causes of conflict was to divide and rule which led to the problem of resource allocation. People need to get adequate information on those issues. How can this be achieved?***

It was argued that, it is true that divide and rule is one of the main sources of the problems which are prevailing in the African countries, especially in southern part of Tanzania where there are many refugees who are now considered to be Tanzanian. Due to lack of education young people do not understand their heritage which is very sad. Divide and rule has created religious conflicts and differences according to zones (zonalism) in Tanzania. One area of concern identified the educational system which included civics in its syllabus but did not adequately put the past into context and therefore the issue of conflict mitigation/resolution was not adequately addressed. It was further suggested that civics education ought to include a human rights component to remedy such problems in the education system for the benefit of Tanzanians in the future.

- ***Why are we experiencing religious conflicts right now and not before?***

It was argued that in Tanzania normally religious conflicts occur during the election season. This was largely due to the fact that people were reluctant to accept the outcomes of the elections. In order to avoid such conflicts there is a need to provide adequate education to religious leaders and citizens so that they can both understand their respective positions. This can be achieved

through civic education on the impacts of political conflicts using NGO's. Also it was suggested that was the right time to provide training to Members of Parliament and citizens on how to maintain peace and how to avoid unnecessary conflicts in the run-up to the Elections in 2005.

- **Who will bring peace in Africa?**

It was argued that it is the Africans themselves who will bring peace to Africa because they are the one who know the real problems. For example in Tanzania –Zanzibar's themselves should strive for the peace building by avoiding the unnecessary religious conflicts which hinder of peace and stability especially around election times.

- It was also pointed out that Members of the Parliament have the right to ask how resources are being allocated given that poverty in inequality of opportunity both can lead to conflicts. They have the right to question Ministers for example; mining resource allocation is insufficient as it goes to those who are already rich for example in Tanzania, Angola, Congo, etc. It is very important to provide education to the people about resource allocation because they need to understand how resources are allocated to avoid any conflict through perceived favoritism.
- It was claimed that the Constitution of Tanzania does adequately consider and reflect the needs of the poorest members of society for example peasants, disabled, youths etc. It was claimed that some of the political leaders are themselves the root causes of some of the conflicts in Society. The National Electoral Commission should ensure that maintaining peace is an ongoing task not waits until there is conflict during election times.
- It was agreed that the primary objective of the Government is to ensure the welfare of the people something which some participants suggested was not the case in some African countries. Government should work for the people and not for individual needs.
- **What means are used by Amnesty International to engage political leaders in conflict situations?**
They have a policy of writing to Government leaders to highlight human right abuses/ conflict situations. Whilst Amnesty International does not engage in political matters merely seeks to deal with individual human rights violations.
- **How does Amnesty International sensitize people working within Amnesty International zonal groups? Do you have zonal constitutions/or supporting documents?**
Amnesty International advised that they have different documents, forms and annual reports from different zones which detail their zonal/thematic activities.

- **How does Amnesty International Tanzania conduct their activities in groups and what type of activities are carried out?**

Amnesty International Tanzania has specific groups in different regions. Specific thematic Amnesty International regional groups include children rights, educational rights, refugees etc. For example there's a group dealing with Female Genital Mutilation (FGM) in Dodoma, Refugees in Kigoma.

- **How can you join Amnesty International?**

It was explained that if you want to join Amnesty International you can join as an individual, group or as organization. It was added that if you want to join as group they normally advise people to form a group according to the interests of the members of that particular group. For example your interest can be on children rights, refugees, etc.

- **If a group of Parliamentarians wants to join Amnesty International how can they join as it does not deal with politics?**

Whilst it was true that Amnesty International does not deal with politics rather it focuses on human rights, if a group of Parliamentarians wants to join the organization they can if they are only dealing with human rights issues and not political issues. They can join as individual or group. For example the group of MP's who are fighting for issues associated with the refugee problem, or any other issue which is based on human rights and peace building, could form a group and apply to join Amnesty International.

- **Is there any relationship between Tanzania Human Rights Commission and Amnesty International? If so, how does Amnesty International involve them in their activities?**

Amnesty International confirmed that they have relationship with Tanzania Human Rights Commission (THRC) but unfortunately, sometimes the Tanzania Human Rights Commission does not respond to the invitations which are being made by Amnesty International.

- It was also clarified that that Hurepi - Trust is following the statutes of Amnesty International because you can not address the issue of peace building without addressing the issue of human rights.

4.8 Next steps-Follow ups

- Training and sensitization to Members of Parliament about civic education and the whole issue of human rights, peace building and conflict resolution specifically to AMANI FORUM members. Also the training will rely on understanding conflict and peace in Africa, early warning and early responses.
ACTION: SUNY/Tanzania to follow up with AMANI Forum
- Secondary School teachers should be educated so that they can be aware of the whole issue of human rights promotion and peace maintenance.
ACTION: SUNY/Tanzania to discuss further with AMANI Forum the modalities of taking this concern forward.

- AMANI FORUM should visit refugee camps specifically in Kigoma, Shinyanga, Bukoba and Mpanda. And also to visit areas of ethnic conflicts linked to Tanzanite mining issue in and around Arusha region.
ACTION: SUNY/Tanzania to follow up with AMANI Forum
- Meeting with the policy makers. Amani Forum would welcome SUNY/TZ organizing meetings with National Electoral Commission, Human Rights Commission, and the Good Governance Unit.
ACTION: SUNY/Tanzania to follow up with AMANI Forum.
- Amnesty International publications and reports should be available to the Members of Parliament before December 2004.
ACTION: SUNY/Tanzania to follow up with Amnesty International
- Facilitation of meetings between Amnesty International and Tanzania Human Rights Commission so that to strengthening the relationship between the two organizations so that they can be able to fight against violations of human rights.
ACTION: Amnesty International to follow up with Tanzania Human Rights Commission (THRC)

4.9 Closing Remarks

Ms. Donna Bugby-Smith expressed her thanks to the MP's, Hurepi – Trust and Amnesty International for their positive participation in a very useful Symposium.

SUNY/Tanzania
September 2004

ANNEX F

**REPORT ON LOCAL AREA NETWORK
NEEDS ASSESSMENT FOR THE
PARLIAMENT BUILDING AT DODOMA**

**TOM MUGA
USAID
REDSO/ICT**

AUGUST 2004

REPORT ON LOCAL AREA NETWORK (LAN) NEEDS ASSESSMENT FOR PARLIAMENT BUILDING AT DODOMA UNDERTAKEN BY TOM MUGA (REDSO/ICT) AUGUST 2004

Background:

A new task was identified in the course of execution of the Workplan in Year 1 of this activity, under Result Area 1: Improving Representation. This task was as a result of a problem identified in Dodoma in that no local area network (LAN) exists to enable the Committee Clerks and Research Officers to be able to share their information and access the Internet.

An initial LAN needs assessment undertaken sometime ago advised that the cabling/trunking costs are in excess of US\$188,000. Based on the fact that there are insufficient resources in this result area allocation (within SUNY budget), USAID/Tanzania requested REDSO/ESA to provide an ICT Specialist to conduct an independent assessment of the LAN needs.

The following are findings based on a one day visit to Dodoma by Tom Muga (REDSO ICT Specialist).

Major Findings:

Through observation and personal interviews, a number of things were pointed out:

- There is need for proper structured cabling to be done to enhance data and voice communications for the entire building
- Need to expand ICT support staff to offer better services for the entire building. If possible Parliament should consider employing an Assistant Systems Analyst to work with the current Systems Analyst
- There is a lack of systems documentation. Most of the things that were captured were from interviews and observations. This is very serious especially in cases where an ICT Staff leaves the Organization. Proper documentation on all installations should be done. Network diagrams should be done so that at a glance, one is able to understand the ICT infrastructure available. These diagrams can also help with troubleshooting problems and also when new installations are undertaken
- There is no standardization of network platform. There exist a number of network platforms which make systems administration very difficult. The office should consider standardizing on Windows 2000 as the network operating system.
- Most of the software installed on user desktops are donations and so the licensing of the same is questionable. Parliament should consider purchasing legitimate copies of Desktop software and facilitate acquisition of licenses.
- The ICT Staff seem to have very good understanding of ICT best practices, yet these are not being implemented in the building
- Almost every office in Parliament buildings has a computer, yet there does not appear to be any inventory or equipment management system. If this is in fact the case, then this is an area that requires urgent attention. The ICT Staff should be tasked to do a simple IT inventory as soon as possible. This would make management of the ICT resources easier.

- The building electrical installations need to be streamlined. Each wing has a power distribution board with adequate capacity for expansion. There are some offices which do not have enough power socket outlets. There is adequate capacity to undertake electrical wiring internally. The in-house electricians could be deployed to undertake this task.
- There is inadequate security within the ICT Equipment rooms in 1st and 4th floors.
- Currently, the server equipment, network active components and other related equipment are not well mounted. There is need to acquire server racks and other related equipment to mount these devices and make them more secure.

Recommendations

Having surveyed the entire building, REDSO/ICT would recommend the following:

Option 1:

If funds are available, structured cabling should be done covering the entire building. This building was put up without any provision for trunking. Using the previously mentioned quotation for IT services/support REDSO/ICT went through the quotation with the internal ICT staff but discovered a number of discrepancies on the quoted items. For example it was accepted that there is no need to have centralized UPS wiring since most of the computer equipment is supported by individual UPS units. It was also accepted that there is need to use galvanized metallic trunking (which is now an industry standard) as opposed to PVC trunking.

Option 2:

As part of its agreed Workplan SUNY/Tanzania should consider doing LAN cabling for some sections of this building. The survey revealed that the priority areas would be IT Wing (1st Floor Wing C) and 3rd Floor Wing B (where the Clerks assisting Parliamentary Select Committee Offices are located).

These 2 wings can act as pilot projects and models for the other parts of the building.

- Independent estimates for these two wings are detailed on Attachment 1 and Attachment 2.

The figures that are contained in these estimates have been obtained from some independent sources based on the information divulged and observed during the needs assessment. They may be used for budgeting purposes; however, they do reflect accurately the LAN cabling requirements for these 2 wings.

The following factors have been considered in computing the estimates for LAN cabling:

- Every wing will have its own Telecommunications Closet
- All Switches to be 3 Com 24 port 4400 Series
- The main computer room will be in 1st Floor Wing C
- A 12 Port Fiber Core switch to be installed in the Computer Room
- All Fiber connections to be in star topology connected from the computer room
- The "Fiber Backbone" equipment quoted below caters for LAN wiring for the entire building based on star network topology
- Metal Trunking 4"x2" (galvanized) is proposed, as opposed to PVC trunking.

ATTACHMENT 1

WING B, 3RD FLOOR

ITEM	DESCRIPTION	UNIT	QTY	UNIT PRICE (US\$)	TOTAL PRICE (US\$)
1	Cat 5e UTP Cable	m	3,200	0.32	1,024.00
2	Twin data outlets	no	40	19.48	779.20
3	24 port patch panel	no	4	207.79	831.16
4	3m fty leads	no	40	8.44	337.60
5	1m patch cords	no	80	5.84	467.20
6	24 port 3Com switch	no	2	1,974.03	3,948.06
7	Transceiver module	no	2	610.39	1,220.78
8	Faceplates	no	40	6.49	259.60
9	20U Cabinet	no	0	584.42	-
10	10U Cabinet	no	1	389.61	389.61
11	Cord organizers	no	8	97.40	779.20
12	Pulling cables per point	no	80	3.90	312.00
13	Termination per point	no	80	6.49	519.20
14	Testing and Labeling per point	no	80	3.25	260.00
15	Documentation	no	1	64.94	64.94
16	4'x2' metal trunking	m	300	19.48	5,844.00
17	Accessories	item	1	64.94	64.94
18	Mounting of trunking and drilling	m	300	9.74	9.74
Total (Excl. VAT) US\$					17,111.23

ATTACHMENT2

WING C, 1ST FLOOR

ITEM	DESCRIPTION	UNIT	QTY	UNIT PRICE (US\$)	TOTAL PRICE (US\$)
1	Cat 5e UTP Cable	m	1,400	0.32	448.00
2	Twin data outlets	no	30	19.48	584.40
3	24 port patch panel	no	2	207.79	415.58
4	3m fly leads	no	30	8.44	253.20
5	1m patch cords	no	40	5.84	233.60
6	24 port 3Com switch	no	2	1,974.03	3,948.06
7	Transceiver module	no	2	610.39	1,220.78
8	Faceplates	no	30	6.49	194.70
9	20U Cabinet	no	1	584.42	584.42
10	10U Cabinet	no	0	389.61	-
11	Cord organizers	no	4	97.40	389.60
12	Pulling cables per point	no	60	3.90	234.00
13	Termination per point	no	60	6.49	389.40
14	Testing and Labeling per point	no	60	3.25	195.00
15	Documentation	no	1	64.94	64.94
16	4'x2' metal trunking	m	150	19.48	2,922.00
17	Accessories	item	1	64.94	64.94
18	Mounting of trunking and drilling	m	150	9.74	9.74
Total (Excl. VAT) US\$					12,152.36

FIBRE BACKBONE

ITEM	DESCRIPTION	UNIT	QTY	UNIT PRICE (US\$)	TOTAL PRICE (US\$)
1	4 Core Fibre optic cable	m	150	4.55	682.50
2	Fibre patch panel	no	8	207.79	1,662.32
3	Fibre RIC	no	1	714.29	714.29
4	Fibre couplers	no	64	84.42	5,402.88
5	SC Connectors	no	128	32.47	4,156.16
6	Cable tray	no	150	4.55	682.50
7	3Com 12 port fibre switch (3C17702)	no	1	8,710.00	8,710.00
8	Pulling of fibre	no	150	5.84	876.00
9	Termination per point	no	128	6.49	830.72
10	Labeling and Testing	item	sum	194.81	194.81
Total (Excl. VAT) US\$					23,912.18

ATTACHMENT 3

IT Infrastructure within Parliament Building

This building already has some IT facilities that are currently operational. These are described below:

Central Server Room

This is located on 1st Floor Wing C of the building. There is a mail server located in this room that helps routing of internal E-mails. The main operating system on this server is Windows 2000. This server also acts as an internet gateway server.

There is a CISCO 1600 Router which interfaces with the external environment. The survey revealed the following:

- The current Server Room is not adequately secured. Security is a requirement for any computer equipment room and this should be addressed immediately.
- The servers are currently placed on a table. It would be nice if a server rack could be purchased and servers placed on it.
- The wiring/cables run all over the place with some of these hanging off the walls. Some streamlining of this need to take place with proper cable routes determined to avoid the current scenario.
- The network active components (Switches, Routers, DTUs) are not mounted at all. These should be mounted in some cabinet and secured to avoid risks of being tampered with.
- There is a lack of knowledge of the applications that are currently running on this server. The System Analysts should be able to monitor this server closely. Documentation should be done and details of all the server configurations availed.
- The mail server does not have adequate anti-virus protection. This is something of priority and should be addressed immediately.

Main Library:

An independent internet café has been set up here with 10 terminals. This was done to assist the MPs and Admin Staff with internet access. A 256 kbps leased line was installed by TTCL for external connectivity.

The survey revealed that:

- A number of designated staff use this facility for internet access.
- Three computers are connected from adjacent offices with cables running along the outside walls
- There was serious virus problem that prompted the systems staff to disconnect these computers at one time
- There is dire need for an upgrade of the computers available here

2nd Internet Café

This facility is located on Wing C of 1st Floor. It was set up to specifically serve MPs, however not many of them use this facility. Thirteen Computers were set up in a pool and connected on a 24-port switch. A cable runs from the switch to the server room.

The survey showed that:

- These computers are locally wired with cables dangerously running all over the place.
- The computers are installed with different Operating systems, some Windows 98, and others Windows XP Home Edition. There is need to standardize on one operating system (preferably Windows 2000)
- Most of these computers were donations and do not appear to have been configured properly.
- The switches are not mounted and some cables risk getting strained and broken.

■ Computer Cubicles for MPs

This facility is also located on 1st Floor Wing C opposite the 2nd Internet Cafe. It was set up after a request was made by MPs requiring "privacy" while using the Internet Cafes. A total of 19 cubicles have been built using block board and glass. There are plans to move some computers to these cubicles once construction and wiring is finished.

The survey revealed that:

- The facility requires very intense air-conditioning given that there will be computers emitting a lot of heat within the confined in cubicles.
- The facility also requires proper data structured cabling to be done.
- Each of the cubicles requires power outlets.

■ 1st Floor Wing A:

The main occupants of this area are the Prime Minister, The Attorney General, Commissioners, and The Chief Whip.

■ The survey revealed some cabling has been done manually from the Library. The cables run alongside the outside walls and are connected through the windows. There are no drawings at all to reflect the current state of cabling.

■ 1st Floor Wing B:

■ This wing contains offices for the Deputy Speaker, the Speaker and their Secretarial staff. This wing is currently wired but this has been casually done. A 12 port D-link Hub exists from which some cables run. The D-link facility is connected to the Central Server Room.

■ 2nd Floor Wing B:

■ This wing is mainly occupied by the Chairpersons of various Parliamentary Committees (Local Authorities and Accounts Committees). It is also occupied by the Official Leader of Opposition.

■ The wing has a number of stand-alone computers, some of which are connected manually to the Library

■ 2nd Floor Wing C:

This wing contains meeting rooms, conference rooms and some stores. It is currently not a priority area in terms of LAN wiring.

■ 3rd Floor Wing A:

■ This wing contains the Administration Offices. It has the Directorate of Administration, Personnel Offices, Stores and Procurement offices. From time to time, internships are

offered to students on this wing. The survey revealed that each office in this wing has a computer without any internet and LAN access. According to the systems analyst there are plans to have some wiring done manually (the way some of the wings have been wired) to allow for connectivity to the internet.

3rd Floor Wing B:

This wing houses the Directorate of various Parliamentary Committees. The main occupants are Clerk Assistants who help various parliamentary committees with research, and documentation. They form very vital components of the committees. Some data cabling has been done by the internal ICT staff, however the standard of cabling is quite poor.

SUNY/Tanzania made some equipment donations of 14 Computers (state of the art) and 2 laptops. All of these are currently deployed and in good working order.

This is an area that may be considered a priority for LAN Cabling.

3rd Floor Wing C:

This wing houses the Parliament Registry. It has a repository of all the files used within Parliament buildings, containing both current and non-current records. It was determined that none of the Record Management Assistants, not even their unit head, has access to a computer. A lot of work done here revolves around file/document tracking which is currently a manual operation.

4th Floor Wing A:

This is also known as Table Office. This wing has a Computer Server Room in which is located a Compaq Proliant 1600 Server. This server runs the Accounting applications in use at Parliament Buildings. E-Back office accounting software is installed on this server.

The survey revealed some serious gaps in the carrying out of daily backups for this system. There also seems to be a lack of understanding by the ICT staff of how this system works.

No training has been provided to allow the ICT staff to support this system fully. The system is controlled by some Government IT staff based in Dar-es-salaam.

The room which is designated as a server room needs urgent refurbishing to make it more secure and organized. Just like the Computer room located on 1st Floor, this room also has a problem of cables running all over the place. There is need to consider purchasing a server rack to better organize the server and active components.

4th Floor Wing B:

The Chief Accountant's offices are located in this wing. Some cabling has been done by internal ICT staff, though not professionally. Each office on this wing has a computer. All the computers on this wing are connected to the E-Back Office server mentioned above.

All the workstations here run Windows NT Workstation Software and some MS Office desktop software.

4th Floor Wing C:

This wing is occupied mainly by the Chief Internal Auditor. Some computers were wired from the E-back office server but have been disconnected due to virus problems. There is no one on this wing that is connected to the internet.

ANNEX 6

THE UNITED REPUBLIC OF TANZANIA



PARLIAMENT OF TANZANIA

**REPORT OF
A COMPARATIVE ANALYSIS ON THE APPLICATION OF
PARLIAMENTARY STANDING ORDERS**

Prepared by:

1. Hon. Anne S. Makinda, MP. (Njombe South Constituency)
2. Mr. Kipenka M. Mussa (Clerk of the National Assembly)
3. Mr. Oscar G. Mtenda (Principal Legal Officer, National Assembly)

**DODOMA
JULY, 2004**

1.0 INTRODUCTION

- 1.1 Under the Technical Assistance for the Strengthening of the Parliament of the United Republic of Tanzania Project, the State University of New York (SUNY) Tanzania, vide its letter dated 24 February, 2004, appointed a team of three (3) Consultants to carry out a comparative analysis on the application of the current Parliamentary Standing Orders of the National Assembly of Tanzania as compared with the Parliamentary Standing Orders of other African and/or Commonwealth countries.**
- 1.2 The assignment is divided into two (2) interlinking stages. The first stage involves the carrying out of a comparative analysis on the current Parliamentary Standing Orders and give recommendations, where modifications might benefit Honourable Members of Parliament of the Parliament of the United Republic of Tanzania, to be able to properly use the said Standing Orders, as tools to win legislative battles.**
- 1.3 The Second stage will involve the preparation and conducting of a Workshop for Honourable Members of Parliament on the Comparative analysis carried out and the recommendations for modifications (if any) proposed by the team of Consultants on the respective Standing Orders. The assignment is intended to ultimately culminate in the**

production of an Action Plan on the way forward which will be submitted to the Standing Orders Committee for its consideration.

2.0 PROGRAMME OF WORK

- 2.1 On the 29th day of June, 2004, the team of Consultants, under the direction of Honourable Anne S. Makinda as the Team Leader, met in the Office of the Clerk of the National Assembly to chart out the program and the time frame for carrying out the assignment under this consultancy.
- 2.2 The team of Consultants opted to confine itself to the program of work and time frame given by SUNY/TANZANIA, (i.e. total of fifteen (15) working days counted from the day of June, 2004), to carry out the assignment.
- 2.3 The team of Consultants also agreed to confine itself to the carrying out of the assignment in accordance with the Terms of Reference (TOR) and/or scope of work guidelines given by SUNY/TANZANIA which are attached herewith and marked as Annexure "A" to form part of this Report.

3.0 PURPOSE

3.1 The purpose of this comparative analysis is to create awareness on the scope, content and applicability of the current Parliamentary Standing Orders and to enable the Members of Parliament of the Parliament of the United Republic of Tanzania to have better understanding of Parliamentary Rules and Procedures so that they can be able to properly and effectively discharge their Constitutional obligations when participating in parliamentary debates by properly and effectively applying the said Rules and Procedures.

4.0 PARLIAMENTARY STANDING ORDERS ANALYZED

4.1 The Parliamentary Standing Orders which were analyzed are from the following African Commonwealth Countries:-

- (i) Zambia - National Assembly Standing Orders (1998 Edition);**
- (ii) Zimbabwe - Parliament of Zimbabwe Standing Orders (4th Edition, 1995);**
- (iii) Kenya - National Assembly Standing Orders (1997 Edition);**
- (iv) Zanzibar - House of Representatives Standing Orders (2000 Edition);**

- (v) Uganda - Rules of Procedure for the Parliament of Uganda.

4.2 Parliamentary Standing Orders from other Commonwealth countries which were analyzed, for comparison purposes, are as follows:-

- (i) Australia - House of Representatives Standing and Sessional Orders (2002 Edition);
- (ii) England (U.K.) - Standing Orders of the House of Commons (2003 Edition);
- (iii) India - Rules of Procedure and Conduct of Business in Lok Sabha (1995 Edition).

5.0 AREAS COVERED

5.1 The areas covered under this comparative analysis are as follows:

- (i) Rules of debate in the Assembly;
- (ii) How to introduce views in the House;
- (iii) Legislative procedures in the Assembly;
- (iv) Legislative procedures for financial matters.

5.2 This report also highlights on the views of the MPs on the Current Parliamentary Standing Orders in respect of the following:-

- (i) Sitting duration and speaking time;
- (ii) Contradictions between sub-standing orders;
- (iii) Dealing with Parliamentary Questions.

6.0 COMPARATIVE ANALYSIS OF PARLIAMENTARY RULES OF PROCEDURE/STANDING ORDERS

6.1 Rules of Debate in the Assembly

6.1.0 Country position

(a) Manner and right of speech in the House

6.1.1 Tanzania {Standing Order 49}

A Member desiring to speak either sends in a written request to the Hon. Speaker or rises silently in his place but he is not allowed to speak until he is called upon by the Speaker either by name or designation. Where two or more Members rise at the same time, the Speaker shall call upon that Member who "first catches his eye".

6.1.2 Zambia

There is no such a provision in its Standing Orders.

6.1.3 Uganda – {Rule 51}

The position is the same as that of Tanzania.

6.1.4 Zanzibar {Standing Order 60}

The position is a replica of that of Tanzania.

6.1.5 Kenya {Standing Order 63 & 64}

The position is the same as that of Tanzania.

6.1.6 Zimbabwe – {Standing Order 45-46}

The position is the same as that of Tanzania.

6.1.7 India – {Rule 350}

A member called by the Speaker is the only entitled to speak.

6.1.8 England

No such a provision

6.1.9 Australia {Standing Order 59-61}

Position is the same as that of Tanzania and other Commonwealth countries.

(b) Language of speech

6.1.10 Tanzania: {Standing Order}

Members allowed to address in both English and Kiswahili.

6.1.11 Kenya {Standing Order 62}

All proceedings of the House are conducted either in Kiswahili or in English. A Member who begins his speech in either of these languages is required to continue in the same language until he concludes his speech.

6.1.12 Uganda {Rule 3}

The proceedings and debates of Parliament are conducted in the English language.

6.1.13 Zanzibar {Standing Order 26}

The proceedings and debates of the House of Representative are conducted in Kiswahili.

6.1.14 Zambia {Standing Order 205}

The proceedings and debates of the Assembly are conducted in English language.

6.1.15 Zimbabwe {Standing Order 185}

Debates and other proceedings in the House may be permitted by the Speaker to be conducted in Shona or Ndebele, as well as in English upon adequate provision being made for the interpretation of any language so used into the other two languages.

6.1.16 India

No specific standing order but debates and other proceedings in the House are conducted in the English language.

6.1.17 England

No specific standing order, but debates and other proceedings of the House are customarily conducted in the native language which is the English language.

6.1.18 Australia

No specific Standing order, but debates and other proceedings in the House are conducted in the English language.

Proposal for Amendments:

No amendments are proposed on the reason that, the present position beautifully suits the purpose.

(c) Limitation of Debate

6.1.19 Tanzania {Standing Order 49A}

Every Member debating on a Motion is allowed to speak for a maximum time of fifteen minutes.

6.1.20 Kenya {Standing Order 81(i)(iii)}

Every other Member, when speaking on a motion is allowed to speak for a maximum time of thirty (30) minutes.

6.1.21 Uganda {Standing Order 51(11)}

On the commencement of the proceedings of the day or on any motion, the Speaker announces the time limit he is to allow each member contributing to a debate.

6.1.22 Zanzibar {Standing Order 60(6)}

Every Member debating on a Motion is allowed to speak for a maximum time of twenty (20)

minutes during ordinary meetings and thirty (30) minutes during Budget Sessions and the Speaker is allowed, when he deems fit, to allow any Member to speak for an additional time of ten (10) minutes.

6.1.23 Zambia

No specific standing order.

6.1.24 Zimbabwe {Standing Order 54(a)}

A Member is allowed forty (40) minutes in speaking to any question before the House.

6.1.25 India {Rule 363 (1)}

The Speaker, after taking sense of the House, has power to fix the time limit for the conclusion of discussion on any stage of a Bill or motion.

6.1.26 Australia {Standing Order 91}

Time limits for debates and speeches are fixed to suit any occasion/event.

6.1.27 England

No specific standing order.

Proposal for amendment:

It is proposed that, the current Standing Orders of the Parliament of the United Republic of Tanzania be amended so as to fix the time limits for debates and speeches in a way that suits any occasion in line with the Australian position.

6.2 How to introduce views in the House

6.2.0 Country positions

6.2.1 Tanzania:

A Member of Parliament may introduce views in the House through the following methods:-

- (i) Personal explanation, by leave of the Speaker, first asked and obtained (Standing Order 40).**
- (ii) Proposing by way of a Private Member's Motion that any matter be debated in the House {Standing Order 43(2) and 44(1)}.**
- (iii) Speaking or sending in a written contribution on any debate or proceeding conducted in the House {Standing Order 49(1)}.**
- (iv) Voting in all matters proposed for decision in the House {Standing Order 65(1)}.**
- (v) Introducing in the House a Private Member's Bill. ({Standing Order 68(1)}).**

- (vi) Submitting notice and schedule of amendments to a Bill during Second Reading of a Bill {Standing Order 70(4)}
- (vii) Participating in the discussions of an appropriate Standing Committee to which a Bill has been referred to and explaining the amendments proposed to be made. {Standing Order 71(2)}
- (viii) Speech when Bills are in a Committee of the Whole House. {Standing Order 72(2) and (4) and 86(2) (b)}
- (ix) Presenting views of the appropriate committee, the opposition or Government on Bills. {Standing Order 70(2)}

6.2.2 Kenya:

In Kenya, a Member of Parliament may introduce views in the House as follows:-

- (i) Presentation of a Motion {Standing Order 40(1)}
- (ii) Voting in the House in case of a Division {Standing Order 56-61}

- (iii) Contributing to a debate or proceeding conducted in the House by speech. {Standing Order 62 and 79}
- (iv) Proposing amendments to Bills when a Bill is in the Committee of the whole House. {Standing Order 62 and 79}
- (v) Presentation of a Private Bill. {Standing Order 116}.
- (vi) Right of audience before a select committee on a Private Bill. {Standing Order 124(2)}
- (vii) Presentation of Member's statement in the House. {Standing Order 163}.

6.2.3 Uganda:

A member of Parliament may introduce views in the House as follows:

- (i) Presentation of a Private Member's business in the House. {Rule 21(1) and (2)}
- (ii) Presentation of a Petition {Rule 22(1)}
- (iii) Presentation of Papers to the House by tabling it during the sitting hours of the House {Rule 23(1) and (2)}

- (iv) **Presentation of Statements and Personal Explanations. {Rule 36(1)}**
- (v) **Moving a Motion in the House {Rule 37 and 38}.**
- (vi) **Contributing and participating in proceedings and debates of the House by way of speech. {Rule 51(1)}.**
- (vii) **Voting in the House by way of voice or secret vote. {Rule 71(1), 74 and 75}**
- (viii) **Presentation of a [Private Member's Bill. {Rule 96(1)}**
- (ix) **Proposing an amendment on a Bill when the House is in a Committee of the Whole House {Rule 108}**
- (x) **Participating in the deliberations of Parliamentary Committee. {Rule 120}.**

6.2.4 Zanzibar:

The position is the same as that of Tanzania.

6.2.5 Zambia:

The position is the same as that of Uganda.

6.2.6 Zimbabwe:

The position is the same as that of Uganda and Zambia.

6.2.7 India:

The position is the same as that of Uganda, Zambia and Zimbabwe.

6.2.8 Australia:

The position is the same as that of Uganda, Zambia, Zimbabwe and India.

6.2.9 England:

The position is the same as that of Uganda, Zambia, Zimbabwe, India and Australia.

Amendment Proposal:

It is strongly proposed that, amendments be made in the current Standing Orders of the Parliament of the United Republic of Tanzania for purposes of incorporating Standing Orders which will provide for time i.e. specific hours in a day or two in a week for Private Member's business, such as Private Bills, Member's, Statements and Members grievances.

Such Standing Orders should also provide to the effect that, Private Member's business should be accorded precedence over other business of the day, in line with the position in Uganda, Zambia, Zimbabwe, India, Australia and England.

6.3 Legislative Procedures in the Assembly

6.3.0 Country Positions

6.3.1 Tanzania:

Legislative procedures in the National Assembly of Tanzania are as follows:-

- (i) Every Public or Private Bill is required to be published in the Official Gazette, at least 21 days, before such Bill is read for the first time in the Assembly, except for a Bill brought under a certificate of Urgency. {Standing Order 67(1), (3) and 68(1), and (3)}.
- (ii) The Bill is introduced in the Assembly at the appropriate time set down in the Order Paper by way of being read for the First time. At this stage, the Clerk reads the Long Title of the Bill and there is no debate. Thereafter the Speaker refers the Bill to the appropriate Standing Committee for consideration. The appropriate Standing Committee to which the Bill has been referred to is allowed, with the prior approval of

the Speaker, to invite any person to give his opinion before it, for the purposes of assisting in its scrutiny of the Bill in question.

However, the said appropriate Standing Committee has no power to amend the Bill, but it may request the Minister or Member responsible for the Bill to make amendments to the bill during the time when the Bill is presented in the Assembly for Second Reading. {Standing Order 60}

- (iii) After consideration by the appropriate Standing Committee, the Bill is set down in the Order Paper for Second Reading. {Standing Order 70(1)}

At this stage, A Minister or any member who intends to make amendments to a Bill, he may do so, upon notice and indication of the Clauses(s) of the Bill intended to be amended. {Standing Order 70(3) and (4)}

- (iv) Upon the debate on the merits and principles of the Bill having been concluded, the Assembly resolves itself into a Committee of the Whole House and the Committee of the Whole House

debates and pass or make amendments and pass a Bill, Clause by Clause. {Standing Order 72(1) and (3)}

- (v) After the Committee of the Whole House has concluded the scrutiny of a Bill, the Bill is read for the Third Time. {Standing Order 73(1)}
- (vi) After the Bill has been Read for the Third Time, that Bill is deemed to have been passed and printed copies of that Bill, as passed by the Assembly, are prepared and authenticated by the Clerk of the National Assembly, and as soon as possible, presented to the President for Presidential Assent. {Standing Order 75}

6.3.2 Kenya:

Legislative procedures in the National Assembly of Kenya which differ with the Legislative procedures in the National Assembly or Tanzania are as follows:

- (i) Not more than one stage of a Bill may be taken at any one sitting; except with the leave of the House. {Standing Order 99}. This Standing Order does not apply in respect of Appropriation Bill or Consolidated Fund Bill.

- (ii) All Committees to which Bills are committed have power to make amendments thereto. {Standing Order 104}).
- (iii) Every Bill passed by the House remains in the custody of the Clerk. {Standing Order 115}
- (iv) Where leave to proceed with the presentation of a Private Member's Bill pursuant to the provisions of Standing Order 119 is granted, the promoters of such a Bill are required to:-
 - (a) Pay to the Clerk a fee of K£10 for his own use;
 - (b) Deposit with the government Printer the sum of K£ 100 as security for the cost of printing the Bill;
 - (c) Deposit with the Clerk a bond of two persons, acceptable to the Clerk, obliging such persons to pay to the Government Printer any expenses of printing in excess of K£ 100.

6.3.3 Uganda

The differing positions in respect of legislative procedures in Uganda are as follows:-

- (i) A Bill is required not to contain anything foreign to what its long title imports. {Rule 92(2)}**
- (ii) Where a Bill seeks to amend an existing Act, the text of the relevant part of the law to be amended is copied and supplied together with the Amending Bill. {Rule 95(3)}.**
- (iii) A Member moving a Private Member's Bill is afforded reasonable assistance by the Department of Government whose area of operation is affected by the Bill. {Rule 96(2)}**
- (iv) A Committee of the House is allowed to initiate any Bill within its area of competence. {Rule 98(1)}**
- (v) Bills, Motions and amendments promoting one-party state are prohibited from being moved or introduced in the House. {Rule 101}**
- (vi) Bills, Motions or amendments, which in the opinion of the Speaker are likely to result in the derogation from the enjoyment of any of the particular human rights and freedoms specified**

in the Constitution are prohibited from being introduced in the House. {Rule 102}

(vii) A Committee of the House to which a Bill is committed may, propose and accept proposed amendments in the Bill as it considers fit, if the amendments are relevant to the subject matter of the Bill. {Rule 106(2)}

(viii) Where individual rights or the property of any particular person, association or corporate body may be peculiarly affected by a Bill, a petition from any party so interested or affected may be presented to the House at any time before the Bill has been Read a Second time. If the Speaker is of the opinion that any Bill in respect of which a petition has been lodged may have any object of affecting individual rights or property, he shall, immediately the Bill has been read a Second time, direct that it be committed to a Select Committee.

Any petition connected with the Bill which has been duly presented to the House stands referred to that Committee and any person on whose behalf the petition was presented may be heard before the Committee either in person or by Counsel. {Rule 116 (1), (2) and (3)}

6.3.4 Zanzibar:

The position in Zanzibar is similar to that of Tanzania.

6.3.5 Zambia:

The differing positions in respect of legislative procedures in Zambia are as follows:-

- (i) A request for a report on a Bill or a statutory instrument whose provisions, if enacted, would be inconsistent with the Constitution may be made by not less than thirty Members of the Assembly after the final reading of the Bill in the Assembly or after the publication of the instrument in the Gazette. {Standing Order 100}
- (ii) All Committees to which Bills are committed have power to make any amendment therein, provided that it is relevant to the subject matter of the Bill. {Standing Order 108}
- (iii) Upon the discovery of any clerical error in any Bill after it has been passed, but before it has been presented to the President for assent, the Speaker reports such error to the House

and it is dealt with as any amendment moved during the report stage. {Standing Order 118)

- (iv) After a Bill has been passed, printed copies signed by Mr. Speaker, Deputy Speaker or Clerk are presented to the President for assent, accompanied, in the case of a Bill amending the Constitution, by a certificate that, the Bill was passed after having been supported on second and third readings by the votes of not less than two-thirds of all the Members of the Assembly. {Standing Order 119}
- (v) Where a Public Bill is ordered to be read a second time on a future date and it appears to Mr. Speaker that the Bill may affect the private interests of specific persons, the Bill shall be referred to the examiners who may include any expert Mr. Speaker may deem competent to advice. {Standing Order 120}
- (vi) The promoter of Private Members Bills are responsible for payment of the fees and expenses in respect of such Bills. {Standing Order 123)

6.3.6 Zimbabwe:

The differing positions in Zimbabwe are as follows:-

- (i) Corrections of spelling or obvious grammatical mistakes or typographical errors etc, can be made during the progress of a Bill. {Standing Order 109}**

- (ii) Amendments to a Bills can be handed to the Clerk at any time after the first reading of a Bill, but they cannot be placed on the order paper until after the Bill to which they related has been read for the second time. {Standing Order 110}**

- (iii) When passed by Parliament, a Bill is to be duly authenticated by the Clerk. {Standing Order 121}**

- (iv) Errors on a Bill other than those stated in Standing Order 109 are dealt with in the same manner as any other amendment. {Standing Order 130}**

6.3.7 India:

The different position in respect of legislative procedures in India is as follows:-

- (i) After a Bill has been passed by the House, the Speaker has power to correct patent errors and make such other changes in the Bill as are consequential upon the amendments accepted by the House. {Rule 95 of the Rules of Procedure in Lok Sabha}

6.3.8 Australia:

Australia has no any differing position in respect of legislative procedures applicable to Tanzania and other Commonwealth countries.

6.3.9 England:

- (i) In England, all Committees to which Bills are committed or referred to for consideration have power to make such amendments therein as they shall think fit, provided that the amendments are relevant to the subject matter of the Bill. {Standing Order 65}

- (ii) The precise duration of every temporary law or enactment must be expressed in a distinct clause or sub-section of the Bill. {Standing Order 81}

Amendment proposal:

It is proposed that, amendments be made in the provisions of the current Standing Orders for the Parliament of the United Republic of Tanzania to enable the following:

- (i) Standing Committees to which Bills are committed or referred to for scrutiny and consideration to have power to make amendments thereto.
- (ii) Not more than one stage of a Bill to be taken at any one sitting, with the exception of the Appropriation Bill and the Finance Bill.
- (iii) Bills seeking to amend an existing Act to be supplied together with the text of the relevant part of the law proposed to be amended.
- (iv) Member's moving Private Member's Bills be afforded reasonable and adequate assistance by the Department of Government whose area of operation is affected by such Bill.

- (v) Bill, motions, amendments or procedures promoting one-party state or which are likely to result in the derogation from the enjoyment of any of the particular human rights and freedoms specified in the Constitution be prohibited from being moved or introduced in the Assembly.
- (vi) A petition from any party interested or affected to be presented to the Assembly where individual rights or the property of any particular person, association or corporate body may be peculiarly affected by a Bill, and any person on whose behalf the petition is presented to be heard before the Committee to which such a Bill is committed or referred, either in person or by Counsel.
- (vii) The reference of all Bills introduced in the Assembly and the making of a report, by the Standing Committee for Constitutional and Legal Affairs, assisted by the Legal Counselling Services Unit, on all Bills or Statutory instruments whose provisions, if enacted, would be inconsistent with the Constitution, any Statute or principles of justice.
- (viii) Clerical errors in any passed Bill to be reported by the Speaker to the Assembly and being dealt with by the Assembly during the progress of the Bill before it is presented to the President for assent.

- (ix) Bills affecting private interests of specific persons to be referred to examiners who may include any expert competent to advise.
- (x) Proposal for amendments to a Bill to be submitted to the Clerk at any time after the first reading of a Bill and the placing of such amendments in the Order Paper after the Bill to which they related has been read for the second time.

6.4 Legislative Procedures for Financial Matters

6.4.0 Country positions

6.4.1 Tanzania:

- (i) The Assembly cannot deal with any Bill, Motion or Grant of Money, if the consequences of that Bill, Motion or Grant is to make provisions establishing or increasing any tax or charge on the consolidated Revenue Fund of the United Republic except on the recommendation of the President. {Standing Order 77}
- (ii) The Government Annual Estimates of Revenue and expenditure, together with the Budget speech are delivered on the 20th day of June of each year.

- (iii) The debate on the Budget speech proceed for five days, and immediately after the debate is concluded, the Speaker puts a question to the Assembly on its decision as to whether or not it approves the Budget.**
- (iv) Each Member of the Assembly present is required to cast his vote by being called by name, one by one.**
- (v) A motion proposing to amend the Appropriation Bill may be moved in the Committee of Supply.**
- (vi) 35 days are allotted for the Assembly to receive and debate on the performance of each Ministry.**
- (vii) During the debate, any Member may move a motion for reducing the amount of the vote by a shilling in relation to a particular sub-vote, the purpose being to enable the Member moving it to express his dissatisfaction on the performance or implementation of a certain specific matter, which clearly relates to that vote. Such motion is decided by the Assembly without debate.**

(viii) The Appropriation Bill is presented after the Assembly has completed the scrutiny of the Annual Estimates of consecutively through all its stages, without being referred to an appropriate Standing Committee on a Committee of the Whole House, neither is it read for the first time.

6.4.2 Kenya:

The position is the same as that of Tanzania.

6.4.3 Uganda:

The position is the same as that of Tanzania and Kenya.

6.4.4 Zanzibar:

The position is the same as that of Tanzania, Kenya and Uganda.

6.4.5 Zambia:

The position is the same to that Tanzania, Kenya, Uganda and Zanzibar .

6.4.6 Zimbabwe:

The position is the same.

6.4.7 India:

The position is the same.

6.4.8 Australia:

An Appropriation or Supply Bill or a Bill or proposal dealing with taxation may be submitted to the House by a Minister without notice, otherwise the position is almost the same.

6.4.9 England:

The position is the same.

Amendment proposal:

No any amendment proposal is recommended in this area. The position of the position of the current Standing Orders properly suits the purpose.

**6.5 Views of the MP's on the Current Standing Orders
in respect of:-**

6.5.1 Sitting duration and speaking time

To be dealt with during the second stage (i.e. workshop for MP's).

6.5.2 Contradictions between sub-standing orders

To be covered during the second stage (i.e. during the workshop for MP's)

6.5.3 Dealing with Parliamentary Questions

To be dealt with during the second stage. (i.e. during the workshop for MP's).

ANNEX H

UNIVERSITY COMPUTING CENTRE TRAINING
FOR COMMITTEE CLERKS, RESEARCH OFFICERS
AND SENIOR STAFFERS - September 2004

COURSE SYLLABUS WEEK ONE

- INTRODUCTION TO COMPUTERS
- WINDOWS
- FILE MANAGEMENT
- MICROSOFT WORD
- MICROSOFT EXCEL
- DATA MANAGEMENT
- MICROSOFT POWER POINT
- INTRODUCTION TO INTERNET
- INTRODUCTION TO PROJECT MANAGEMENT

ENHANCEMENT OF COMMITTEE CLERKS AND RESEARCH OFFICERS SKILLS SET

COURSE SYLLABUS WEEK TWO

▪ PARLIAMENTARY PRACTICES, PROCEDURES AND RESEARCH METHODOLOGIES:

- Committee Practice and Procedure (House of Commons perspective)

- The Committees, type and structure
- Functions and Responsibilities
- Procedure in House of Lords and House of Commons
- Standing and select Committees
- Role of Speaker, Chairperson, Committee Members, Committee Clerk
- Sending for witness and calling for information
- Compiling report, 1st and 2nd draft
- Report to Members and discussion of Committee report by the House

- Committee Practice and Procedure (Wabunge)

- The Committees, type and structure
- Functions and Responsibilities
- Procedures in Dodoma
- Standing and select Committees
- Role of Speaker, Chairperson, Committee Members, Committee Clerk
- Sending for witness and calling for information
- Compiling report, 1st and 2nd draft
- Report to Members and discussion of Committee report by the House

- Discussion, conclusion and recommendations

▪ COMMITTEE PRACTICE & PROCEDURES CONTINUES

- Committee Practice and Procedures (Tanzania case),

- Comparison of the two scenarios, discussions, conclusion and recommendations
- Scrutiny of Legislation and how to present information to Members of Parliament UK and Tanzania Practice
- Discussion, Observations, Conclusions and recommendations

- Briefing on Legislation, Continuation of Monday's themes including Explanatory Notes)
 - The case of the UK
 - Any Tanzanian experience

 - Discussions, Observations, Conclusion and Recommendations

- Research Methodologies
 - The case of the UK and Tanzania
 - Presentation skills of research reports, quality, research workshop
 - Discussions, conclusions and recommendations

 - Course Evaluation (Part I) and production of report

 - Report production continues (With Lunch Break in between)

 - Course Evaluation (Part II)

 - Compilation of report for Part I & II and production of final report & closure of the course and A.O.B

ANNEX I



**PROPOSED PILOT EXERCISE TO MONITOR THE NUMBER OF RESEARCH
REQUESTS SUBMITTED TO ASSOCIATE RESEARCH OFFICERS BY
MEMBERS OF PARLIAMENT - OCTOBER 2004**

1. One of the key activities of any Member of Parliament is to provide oversight and scrutiny of the legislative process. This means being able to make judgments on the veracity and ability to implement policies and draft legislation proposed by the Executive. In order to be able to discharge those functions effectively, MPs need to have access to accurate and easily digestible information. That information can be obtained from a variety of sources which include but are not limited to; the Public Service Ministries, Departments and Agencies (MDAs), academic think tanks, non governmental organizations (NGOs), development partners, international organizations and Parliamentary records. Within the Parliamentary context this normally means through the Parliamentary Service staff who are usually the first to be approached when information is required by MPs. This pilot exercise to monitor research requests submitted to Associate Research Officers/Research Officers as listed in Annex A seeks to assess the level of take up of research within the Parliament.

2. Provision of value added information to MPs in a professional and user-friendly manner appropriate to the requirements of individual Members and being able to respond to and anticipate Parliamentary information requirements aims to add value to the information provided to MPs. This in effect recognizes MPs are "customers" of the research services provided. By accepting that principle at the outset then there are some guiding principles that will be integral to this pilot exercise. These include:

- The need to be responsive to the Parliamentary "customers" -the MPs
- To have a close focus on results,
- To strive to achieve and sustain the highest standards of honesty, integrity and conduct,
- To have a strong commitment to accountability, and
- To aim towards continuous improvement through team and individual efforts.

3. The following will constitute the guidelines for all research products. All products will be produced with the aim that they contain relevant accurate and timely information for Parliament to enable it to its various duties. Some products will be pro-active i.e. in anticipation of events etc. and others will be to draw Parliament's attention to the subject. The research products will include:

a) **Fact sheets:** The aim of a fact sheet is to provide basic facts on a particular subject. It will include:

- A brief background;
- Highlight major issues with relevant statistics and graphs;
- References could be included should clients seek further information;
- Facts should be presented clearly by bolding key points;
- Written concisely, using short sentences;
- Use plain language
- Avoid emotional and judgmental words
- Avoid repetition
- There should be minimum discussion and
- Should not be more than 10 pages.

b) **Background papers/briefs:** Background papers/briefs are in a sense Fact Sheets but enlarged. The guidelines for the Fact sheets will also be observed for these products. Papers/briefs will be written to concentrate on a particular aspect of the subject which has attracted the interests of clients; a current or general issue, which Parliament needs to know about in order to perform its duties effectively. The format will include:

- A statement on the aim of the paper/brief;
- background of the issue;
- Provision of details and discussions of the key points;
- Provision of different views/arguments with references and footnotes;
- A discussion of existing policy, strengths and weaknesses;
- Relevant statistics and graphs;
- Comparative and relevant information from other countries;
- Conclusion and
- Not more than 10 pages in length with an executive summary.

c) **Foundation papers for committees**

- A statement of the aim of the paper
- Background information
- Main current issues

REQUEST FORM



REGISTER OF RESEARCH REQUESTS RECEIVED

1. Name of requestor.....
2. Date of request.....
3. Individual (IR) or committee request (CR)?.....
4. If committee request, name the committee.....
5. Research Topic (State in Full).....
.....
.....
6. Objectives (outline specific questions/areas that the requestor has asked you to examine)
 - i.....
 - ii.....
 - iii.....
 - iv.....
7. Purpose for which information is needed.....
.....

REQUEST FORM

8. Type of report wanted: Fact Sheet/background papers/briefs/ Foundation papers for Committees/notes for speeches/briefs for delegates

.....

9. (a) Draft report ready by (date).....

Response: Oral/phone _____
Notes _____
Information material _____

Delivery: Oral/phone _____
To be collected _____
Mail _____
Others _____

(b) Final report ready by (date).....

10. Resources used: Library files _____
Reference _____
Periodicals _____
Local library _____
Other libraries _____
Internet _____
Others specify _____
Books/monograph _____
Stock paper _____

11. Request received by (NAME OF ASSOCIATE RESEARCH OFFICER/RESEARCH OFFICER)

.....

12. Should the access/publication of this research be restricted ?

If so, it will not be lodged within the Parliamentary Library.

.....YESNO

Completion date dd/mm/year

.....

ANNEX J

**REPORT BY THE PARLIAMENTARY
INTERNSHIP PROGRAM
COORDINATOR**

DR. BERNADETA KILLIAN

AUGUST 2004

1. Introduction: Objectives Stated

This report is about the Parliamentary Internship Program (PIP) which was conducted by SUNY/T between 15th June and 6th August, 2004. In its two-year program geared at strengthening Tanzanian parliament, SUNY/T intends to achieve four primary results namely; improving representation through increased citizen access to and understanding of the legislative process; enhancing the lawmaking process through strengthened parliamentary committees' technical capacity; enhancing management and administration through increased quality and efficiency of service delivery; improving legislative oversight through increased legislative capacity to monitor public expenditure and implementation of Poverty Reduction Strategy. The PIP was therefore designed in such a way that it complements other project's measures intended to achieve the overall objective of strengthening the Tanzania's National Assembly. More specifically, however, the PIP was directly intended to contribute to the improvement of management and administration of parliament by increasing quality and efficiency of service delivery to all members of parliament.¹ It is on the basis of this specific objective that the PIP's success will be assessed.

The PIP involved 17 Interns recruited from the University of Dar-es-Salaam. They included seven women and ten men drawn from various disciplines, including Political Science, Sociology, Geography and Economics. The Interns were placed in various parliamentary committees engaged in several activities, including report writing, note taking, preparation of order papers, organizing meetings and seminars, documentation, research, etc. Also, through the PIP, SUNY/T expects to create a pool of professional staff who will be interested and competent to work for the parliament, or to engage in public and governance affairs.

The remainder of the report proceeds as follows: The next section describes how the PIP was designed and implemented. Section three attempts to evaluate the PIP success by looking at the extent to which the intended goals were achieved. This will be followed by section four which discusses problems encountered, as well as challenges ahead. The last section presents recommendations for future undertakings.

¹ Scope of Work for PIP, 2004; See also SUNY/T Work Plan "Technical Assistance for the Strengthening of Tanzania's Union National Assembly", September, 2003. See Result 3: Activity 3.2 in the Project Work Plan

2. Program Design and Execution

2.1 Pre-Internship Arrangements

In order to initiate the PIP, several tasks were to be undertaken in the preparation stage; namely, to devise an Internship program, to establish mechanisms that would enable the PIP to form part of the academic credits awarded to students, and to institutionalize the PIP in collaboration with SUNY/T, the University of Dar-es-Salaam (UDSM) and the Parliament. In executing all these activities, SUNY/T received tremendous support and collaboration from both the University and the Parliament. Meetings and correspondence with the Dean of the Faculty of the Arts and Social Sciences (FASS), the Associate Dean (Practicum), SUNY/T officials and the consultants laid the ground for the initiation of the PIP. Several decisions were made, including the following:

- ⇒ The PIP should involve third year students and not second year students as it was previously planned by SUNY/T. According to the Dean, the reason for this decision was purely administrative, in the sense that if the program is to involve second year students, there is a danger of getting demands from those who will not be part of SUNY/T sponsorship for increased stipend equaling that of SUNY. According to the University regulations, all second year students are required to do practical training/fieldwork which is credited to one's overall performance. The Dean's fear emanates from the current trend, whereby University students have been pressuring for more pay to cover for their fieldwork. In addition, it was pointed out that by recruiting fresh graduates, the PIP could offer job opportunities for those who will be interested to work for the parliament.
- ⇒ By recruiting the Interns from third year students, the idea of awarding a University credit to the Interns could not work. The third year students would be out of the University by the time the PIP starts.
- ⇒ UDSM was to be involved in the monitoring of the Internship program in Dodoma. The Associate Dean (Practicum) was identified to carry out two supervisory visits to Dodoma.
- ⇒ Recruitment of the Interns was to be done in collaboration with SUNY/T, the Parliament and UDSM. In April 2004, announcements were posted around

UDSM main campus for qualified students to apply. Application forms were available from the office of the Associate Dean (Practicum). Once duly filled, they were supposed to be returned to SUNY/T office in two weeks time. SUNY/T office received a total of 65 applications from which 30 were short-listed for an interview. A panel of interviewers was instituted to include SUNY/T Country Director, a representative from the Parliament, and two lecturers from UDSM. In addition, SUNY/T Deputy Director and Finance Manager were included in the panel as observers. The panel was able to select 16 successful applicants. One extra Intern was already identified by SUNY/T as a Coordinator to be based in Dodoma for the entire Internship period. A list of successful applicants is attached as appendix I.

- ⇒ UDSM higher authorities were to be officially informed about the PIP and the collaboration between the Faculty of Arts, SUNY/T and the Parliament.
- ⇒ Also, it became impossible to involve students from Tumaini University due to the incompatible semester systems between Tumaini University and UDSM.

2.2 Internship Period

Orientation Program

The PIP began on 15th June, 2004 with a one-week orientation that took place in Dodoma. The Orientation Program was facilitated by Dr. Bernadeta Killian and the Internship Specialist from Uganda, Mr. Francis Kidega. It covered such topics as the history of the Tanzanian parliament, its constitutional framework and organizational structure, the legislative process, legislative research and policy, art and skills of report writing as well as communication and presentation skills. The Clerk to the National Assembly and the Director of Committee Operations addressed the Interns during the Orientation week. A detailed report of the Orientation program was presented by Mr. Francis Kidega.

During the 7 week Internship period in Dodoma, the Interns were accommodated at excellent apartments managed by VETA. Many MPs also reside at the same place while attending parliamentary sessions. This provided a great opportunity for the Interns to interact with the MPs in an informal setting.

Committee Assignment

The Interns were placed in various parliamentary committees and departments. The placement list is shown in appendix 1. One's area of specialization was the main criterion used for placement. However, not all Interns were able to be placed in accordance with their specializations. While others were placed in committees with specialized functions, some Interns were placed in routine-based departments, such as Table Office, Public Information Office, Committee Operations Office, Protocol Office, and Personnel and Administration Office. They were under the supervision of the Clerk to the National Assembly. In their day to day operations, they were under the authority of Committee clerks (see appendix 1 for a list of the Interns and the respective Committee Clerks to whom they were assigned)

There were some variations in terms of the workload for the Interns. For instance, those who were placed in parliamentary standing committees had relatively more work to do than those placed in administration departments. Further differences were observed even among parliamentary standing committees. The extent of the Interns' involvement in the committee work was also determined by the level of cooperation from both the Committee Chair and the Clerk. Some Committee Clerks expressed some reservations to host Interns in their committees. This was observed in the Defence and Security committee, whose Clerk was reluctant to work with the Intern on the ground that his committee deals with matters so sensitive to national security. Thus, during the first two weeks of the Internship, the majority of the Interns expressed disappointment and frustration due to lack of work to do or lack of cooperation from some parliamentary staff. Many of the Committee clerks interviewed pointed out that the June-August Budget Session was 'an idle period' with little work to do. However, the 'boredom' problem on the part of the Interns was resolved as the work load increased overtime. Some Interns were re-allocated to other committees or departments. Periodic meetings between SUNY/T, the Internship consultant, the Associate Dean and Parliamentary authorities helped to bring some common understanding of what the Interns can do or cannot do.

Program Assessment and Evaluation

The Interns were periodically supervised by SUNY/T officials, Internship consultant, Dr. B. Killian and the Associate Dean (Praticum), Prof. N. Luanda. In these visits the supervisors held meetings with committee clerks, head of departments, and the office of the Clerk to the National Assembly. These meetings were intended to assess the general performance of individual Interns and the Internship program as a whole, in terms of success, problems, challenges and solutions. This kind of continuous assessment greatly helped to solve some of the problems that were emerging in the course of the implementation.

The Interns were required to fill in the so called 'Individual Personal Development Plan' (IPDP). These were bi-weekly reports intended to record Interns' experiences, outlining specific tasks performed, problems encountered, and future work schedule. These reports formed the basis for the final program report. The interns were also given some guidelines on issues to be included in their final reports. These guidelines are attached as appendix 2. The final reports were graded and individual scores are shown in appendix 3. Moreover, the interns were supervised by the Internship Coordinator, Ms. Lulu Kikuli who was based in Dodoma for the entire period of the program. Ms. Kikuli assisted in the administration and acted as a link between the Interns on the one hand and SUNY/T, the Parliament and the UDSM on the other.

2.3 Post-Internship Period

Three major activities were done after the completion of the PIP in Dodoma. These were: a three-day Debriefing Programme, submission of Interns' final reports, and a Cocktail party to mark the completion of the program. A Debriefing programme was facilitated by Mr. Francis Kidega covering such issues as Interns' personal evaluation of the programme, experiences gained and their future prospects and opportunities. A few guest speakers were invited by SUNY/T to address the Interns, including the USAID Governance and Democracy Officer, DFID Program Officer and his Assistant and the Internship Consultant from UDSM. A detailed report of the Debriefing Programme was presented by Mr. Kidega.

It is important to mention that final reports of the Interns provided valuable information about personal experiences, several recommendations and suggestions, some of which are included in this report.

3. Objectives Evaluated

3.1 Institutional Benefits to Parliament

The PIP has made considerable contribution to the enhancement of management and administration of the parliament. In their respective committees and departments, the Interns were able to offer a great deal of assistance on several assignments, such as note-taking, report writing, documentation, preparation of order papers, editing notices of questions from MPs, organizing meetings, seminars and conferences, assisting in protocol matters, collecting data, etc. Indeed, in the absence of their bosses, some of the Interns became Acting Committee Clerks. Examples included Economic Infrastructure, Finance and Economic Affairs and Agriculture and Lands committees.

In an interview with the Chair of the Economic Infrastructures Committee, Hon. Prof. Mgombelo (MP), the significant contribution made by the Intern in his committee was vividly clear and indeed appreciated. Within a 7 week period, this particular Intern was able to prepare a directory of committee members, collecting newspapers' clippings of all news covering the activities of ministries and departments falling under the committee's jurisdiction, collecting various kinds of data as required by the Chair, as well as doing day to day office work like typing and photocopying. This is just one example on how useful the Interns were in their respective places of work.

In addition, the PIP has created a pool of professional staff who are keen to work for the Parliament in case they are needed. Some interns have expressed strong desire to continue serving the parliament on temporary or permanent basis.

Also, by having Interns working in various committees and departments, the Parliament has benefited in terms of being able to engage citizens to the legislative process and making its work known to the world outside Dodoma. In their different professional, the Interns may help disseminate information on the working of parliament as journalists, teachers, social workers or NGO activists.

3.2 Personal Benefits to the Interns

On the part of individual Interns, the PIP has been of great value to them in terms of not only acquiring knowledge on the working of the legislature but also by being able to engage in a worthwhile public duty. Findings from their final reports indicate some gained knowledge, including preparing various parliamentary documents like order papers, editing of notices of MPs questions, legislative report writing etc. More knowledge has been acquired through seminars, committee meetings, and parliamentary sessions. As one Intern writes in his report “ by participating in committee meetings , I have come to realize why different [government] projects fail..... In one way, the program (PIP) has shaped my future plans..... I would like to be a good researcher in Parliament because I have seen some weaknesses in this department”.²

3.3 SUNY/ Tanzania

It is important to point out that SUNY/T has been able to institutionalize the Internship program of its own kind and therefore making it a reality. One of the greatest strategies for PIP institutionalization was the forging of collaboration between SUNY/T and UDSM. This is an asset for sustainability of the project. The University has for about two years been sending students to the parliament. There is a lot to share and learn from these concurrent programs.

The Interns' reports also expressed their satisfactions with the way SUNY/T organized and managed the PIP. Asked to comment about what they found out to be the strength of the PIP, the majority of the Interns mentioned two elements: recruitment process and the continuous assessments by a team of supervisors. The recruitment process was seen as being transparent, competitive and impartial. Likewise, supervisors' visits to Dodoma helped to improve the working environment and the PIP in general.

Moreover, the PIP in Dodoma has helped to popularize SUNY/T and its projects, particularly among the MPs and the public in general. The presence of the Interns dressed up in elegant uniforms drew the attention of the busy MPs who asked for information about the Internship and SUNY/T. The media reporting of the PIP was also another way

² Godfrey Mwakyoma, A Final Report of the Internship Program Submitted to SUNY/T on 12th August, 2004. pp. 8

of capturing the public attention (Refer to the Foreign Minister and the Interns' photo featuring on the front page of the 'Guardian')

3.4 General Assessment of the Program

Overall, the PIP has proved itself as being a multi-purpose endeavor which can achieve more objectives than just enhancing the management and administration of the parliament. The benefits obtained out of the PIP seem to have led to improved legislative representation, oversight, and lawmaking.

4. Problems and Challenges

The above achievements notwithstanding, more could have been realized had it not been for a number of problems which restricted the maximum realization of the intended objectives. These problems are divided into two categories, which are systemic and logistical/practical problems.

4.1 Systemic Problems

These are problems embedded in the institution of the Parliament itself. The major question to be addressed here is that, Is the Tanzanian parliament structured to accommodate the contribution from the Interns? The answer is No; the Parliament and its staff seem to be unfamiliar with the idea and practice of Internship programs. Currently, there is a growing interest amongst higher learning institutions in the country to study and understand the legislature. Yet, the Parliament looks to be ill-prepared to receive and utilize the potentials of these Internship programs. Several actions and inactions during the 7 week Internship period were indicative of the systemic problems as pointed out below:

- ⇒ There was no announcement made in the House to inform the MPs about the presence of SUNY/T Interns. Many MPs just happened to meet the Interns along the corridors, wondering what they were doing. This was a missed opportunity for the MPs who could seek assistance either for research or otherwise if they had known about the PIP.
- ⇒ Lack of understanding amongst the Committee clerks on the role of the Interns placed in their committees. Many Committee Clerks did not know what to do with

the Interns under their authority. In our meetings with some Committee clerks, we were confronted by remarks such as "Why are they (Interns) here?" "there is no work for them!!" "this is not a good time for Internship!!" etc. This clearly indicated that the PIP was not properly introduced among the parliamentary staff. It is also a reflection of the fact that parliamentary staff members are not very much aware of the role of Interns in their institution.

- ⇒ The Parliament seem to lack a clear guideline on Internship programs and how to benefit from these programs. There is still an atmosphere of suspicion and secrecy on the way the Parliament operates. Having Interns in the House is seen as having intruders in this prestigious institution. One Intern writes in his report that, in the first few weeks, they were seen as 'American informers' and therefore they were receiving very little cooperation.
- ⇒ Parliamentary Committee clerks are more reactive than proactive in performing their duties. They largely respond to the fixed routine assignments rather than soliciting or searching for relevant information on sectoral issues. This explains why they find June-August Budget session as being idle time and other remaining short sessions as having some work to do.
- ⇒ Some incompetent parliamentary staff failed to take advantage of the presence of Interns, who were eager to serve and learn. Probably they felt threatened that they might lose their jobs to the Interns
- ⇒ There was a problem of inadequate facilities e.g. secretarial services, computers, etc. These facilities were not made available for the Interns to use.

4.2 Logistical/Practical Problems

At the beginning, SUNY/T seems to have overestimated the Parliament' accommodative capacity of the Interns and underestimated its rigidity to change. In the course of the implementation, SUNY was able to recognize this and acted promptly to solve various emerging problems.

Also, the Orientation Program did not prepare the Interns well enough to work in the parliament. The Orientation dealt more with theoretical than practical knowledge about the working of the parliament. More could have been taught on the role of

committees, committees' work schedule, parliamentary standing orders, etc. As a result, the Interns had higher expectations, without adequate knowledge on how to meet those expectations.

Relatedly, the interns seemed to be confused with regards to roles they were to play in committees and departments. Interns' reports indicate that they felt more as 'observers' rather than 'active participants'. Many of the Interns complained that they were not allowed to give their views on various policy/sectoral issues in committee meetings. This was partly due to inadequate or confused information during the orientation on what they can do and what they cannot do as Parliamentary Interns.

4.3 Challenges

Timing of the Internship program vs. University prospectus.

It is important to chart out the timing of the PIP in relation to the workload in the parliament. Others seem to suggest that the PIP be held during short parliamentary sessions when there is more work to do in committees. Also, it is in these short sessions that bills are debated and laws are made. The committees' workload decreases during the June-August Budget session. Many parliamentary committee clerks and the Interns share this view. There is a different point of view which questions the presupposition that there is no work in committees during the June-August session. As Hon. Prof. Mgombelo said ".....in Parliament, there is work throughout the year!". Thus, for Prof. Mgombelo and a few others, the June-August session is the perfect time to carry out the PIP.

There are tradeoffs to be considered. The Interns do not have the opportunity to observe the actual legislative process during the long June-August Budget session. However, other parliamentary sessions normally last for two weeks, hardly enough time for the Interns to understand the culture and working of Parliament. In addition, other parliamentary sessions in January, April and October do not coincide with the study vacations in the University calendar. University studies will be in session and therefore making it difficult, if not impossible, to recruit students as Interns.

Credit vs. experiences:

There is need to reconsider as to whether second year students or third year students should be recruited as Interns. The advantage of recruiting the former is that it will be possible for them to be awarded credit. In need for a better grade, the second year students will be highly motivated to learn and serve in their committees or departments. In contrast, third year students are largely preoccupied with jobs and whether or not Parliament can employ them at the end of the Internship. Yet, having third year students as Interns creates a pool of professionals in case the Parliament needs to employ them.

Specialists vs. Generalists:

There is need to reconsider whether the Interns are assigned in one committee/department for the entire period or rotate in different committees. Some committees such as those on Constitutional affairs, Legal and Public Administration, and public accounts require specialized knowledge to be able to perform work effectively. The choice of any of these options depends on whether the PIP intends to produce specialists or just generalists in public and governance affairs.

5. Recommendations

5.1 Parliament

- ⇒ There is need for the Parliament to develop a general guideline for Internship programs. The guideline should specify roles and responsibilities of Interns, Committee clerks and other relevant actors.
- ⇒ Internship programs should be mainstreamed in the overall strategic plan of the parliament. Internship programs should be part and parcel of strengthening capacity and effectiveness of the parliament. Linkages between Internship and research, as well as Internship and MPs must be established.
- ⇒ Parliamentary committees need wider access to information and Internship programs can assist in researching and collecting required information.

5.2 SUNY/Tanzania

- ⇒ There is need to organize a seminar for Committee Chairpersons, Committee clerks, parliamentary researchers and other relevant actors on the value of Internship programs in strengthening technical capacity of the parliament.

- ⇒ The Orientation Program needs to be re-structured by focusing more on practical issues. Topics such as parliamentary procedures and practices, Standing Orders, and Committee work need to be emphasized.
- ⇒ Clear roles and responsibilities of Interns should be established during the Orientation program. SUNY/T and the Parliament can collaborate in this task.
- ⇒ Interns should be assigned to work in specialized committees and not in routine-based administration departments. They have a lot to offer to specialized committees based on their specializations.
- ⇒ In order to award University credits, second year students should be recruited as Interns.
- ⇒ For the sustainability of the PIP, there is need to combine two concurrent parliamentary Internship programs offered by SUNY/T and UDSM into one program. These two institutions can share costs and responsibilities in managing one Internship program. Modalities and areas of collaboration can be sorted out by these two institutions.

Appendix I

Table 1: Interns Selected, Committee Placements and Names of Respective Committee Clerks

No.	Intern	Committee/Office/Dept. Placed	C/Clerks/Line Managers
1.	Pamella Pallangyo	Personnel & Administration	Mr. Leo T. Mnyanga or Mrs Kitollina Kippa
2.	Dinner Ngaiza	Protocol Office	Mr. Demetrius Mgalami
3.	Richard Faustine	Community Development Committee	Ms Angelina Sanga
4.	Salum Awadh	Environment & Natural Resources	Mr. Sam Manamba
5.	John Rwezahura	Local Authority Accounts	Mr. Kheri Maulid
6.	Ismail Seleman	Economic Infrastructure Committee	Ms Justina Shauri
7.	Suzzana Magoti	Agriculture & Lands Committee	Ms Nenelewa Mwihambi
8.	Emmanuel Peter	Investments & Trade	Mr. Daniel Eliufoo
9.	Beatrice Massawe	Table Office	Ms Flora Masaga
10.	Alinune Nsemwa	Social Services Committee	Mr. Theonest Ruhilabake
11.	Charles Sama	Public Accounts Committee	Mr. Anselm Mrema
12.	Peter Stanslaus	Finance & Economics Affairs	Mr. James Warburg
13.	Godfrey Mwakyoma	Constitutional, Legal & Public Admin.	Mr. Aggrey Nzowa
14.	Giusy Mbolile	Public Information Office	Mr. Cletus Ponella
15.	Lulu Kikuli	Director of Committee Operations	Mama Phoebe Mbagga
16.	Alexander Makulilo	Finance & Economics Affairs	Mr. James Warburg
17.	Kelvin Njunwa	Protocol Office/Foreign Affairs	Mr. Demetrius Mgalami

Appendix 2

GUIDELINES FOR A FINAL INTERNSHIP REPORT

MAIN ISSUES TO BE INCLUDED IN THE REPORT

1. Activities and Responsibilities

- ⇒ Describe your work plan for the entire internship program; what role did you play? What kind of assignments did you do?
- ⇒ Describe a chain of command; e.g. whom were you accountable to?

2. Relevance of the Program

- ⇒ Give an account of how relevant the Internship program has been to you in the following areas;
 - a) in terms of understanding how parliament works/ operates
 - b) in terms of understanding the legislative process
 - c) linking your theoretical knowledge with actual work of legislation and public policy formulation
 - d) in terms of shaping or re-shaping your future career plans and objectives
 - e) In terms of meeting your expectations?

3. Institutional Benefits

- ⇒ Has the institution of parliament benefited as a result of your contribution as an Intern? In what ways?
- ⇒ What about parliamentary staff? Do you think they have gained something by working with you?

4. Problems and challenges

- ⇒ As an Intern, what problems did you encounter in performing your tasks?
- ⇒ Did you face any challenges working as an intern in parliament?
- ⇒ How did you solve those problems? What were your coping strategies and mechanisms?

5. Evaluating the Internship Program

- ⇒ What did you find as areas of strengths in the Internship program ?
- ⇒ What did you find as areas of weaknesses in the Internship program?
- ⇒ Give your recommendations and / or suggestions for the future internship programs

6. Any other comments?

**REPORT ON PARLIAMENTARY
INTERNSHIP DEBRIEFING SESSION
HELD IN THE SUNY OFFICES**

**FRANCIS KIDEGA
INDEPENDENT CONSULTANT**

AUGUST 2004

REPORT OF THE DEBRIEFING SESSION OF THE PILOT INTERNSHIP PROGRAMME

Introduction

SUNY Tanzania is a two year USAID funded project aimed at strengthening Tanzania's union Parliament. The Tanzanian National Assembly has opened new opportunities for increased participation in the affairs of the legislative institutions. Tanzania's Parliament, like most legislative institutions in the world presents a multi disciplinary environment for the engagement between political leaders on one hand and students, policy makers and researchers on the other. The national assembly is keen to provide an institutional structure through which these groups of people can meaningfully engage in the affairs of the legislative system. To achieve this, SUNY TZ designed and implemented the First Parliamentary internship programme.

The main objective of the programme was to provide those students interested with a legislative and public service career a unique opportunity to link their theoretical knowledge with actual work of legislation and public policy formulation.

The programme commenced in June with the orientation programme. After the orientation programme, the interns were placed variously in the 17 committees of Parliament at Dodoma. The programme was completed on the 6th August 2004 .

Debriefing Exercise

The debriefing session was conducted from the 09th - 11th August 2004 at the SUNY Tanzania office. The debrief exercise was aimed at providing an opportunity to the interns :

- to discuss with one another what they had learned;
- process what they have learned; and to
- learn practical skills to help them chart out the way forward.

Additionally the debrief programme was to enable the consultant analyze and assess the whole programme with the view of advising SUNY about

**REPORT BY THE ASSOCIATE DEAN
PRACTICUM UDSM ON THE
PARLIAMENTARY INTERNSHIP
PROGRAM**

**PROF NESTOR LUANDA
ASSOCIATE DEAN PRACTICUM**

AUGUST 2004

REPORT OF SUPERVISION OF INTERNS: SUNY/TANZANIA PROGRAMME JULY 2004

1.0 INTRODUCTION

SUNY/TANZANIA is a two-year technical assistance programme whose objective is to strengthen Tanzania's Union Parliament. In broad terms, the Project is geared to enable the Union parliament to carry out its representative, law making and administrative functions more effectively and in accordance with the spirit of democratic governance. With specific reference to the objective of enhancing management and administration of parliamentary administrative services, SUNY/TANZANIA in collaboration with the Faculty of Arts and Social Sciences, University of Dar es Salaam devised a parliamentary Internship Programme.

The programme boasts three main purposes

- To train young Tanzanian professionals to work in the parliament
- To help meet the growing need for professional staff in parliament especially to provide research assistance.
- To become possible means of recruiting some of Tanzania's brightest young people to serve in parliament (subject to appropriate vacancies and normal recruitment, procedures).

1.1. General Remarks

After a rigorous, open and transparent process of selection, 17 successful interns from the University of Dar es Salaam proceeded to Dodoma to start work in the Union parliament currently sitting. The interns have been in Dodoma for slightly less than two months. The Parliamentary Assistant Clerks, who for purposes of the Internship programme are entitled Line Managers are in charge of Parliamentary Standing Committees. Altogether, there are about 17 of these

committees. These committees and offices in question are; Community Development, Environment and natural Resources, Local Authority Accounts.

Defence and Security, Economic Infrastructure, Agriculture and Lands, Investment and trade, Foreign Affairs, Social Services, Public Accounts, Finance and Economic Affairs, Constitutional Legal and Public Administration, Public Information Office, Table Office, protocol Office, Personnel and Administration and Directorate of Committee Operations.

Currently, the committees face an acute shortage of manpower. There is only one functionary each (the assistant parliamentary clerk) to the committees. One of the main reasons why the assistant parliamentary clerks applauded the Internship Programme is precisely because the programme provides them with badly needed manpower. The programme provides a huge relief to the overworked parliamentary Clerk Office. One must recall that the parliamentary Standing Committees represent the powerhouse of activities of the Union parliament. The interns were placed one each to the Parliamentary Committees. The interns are responsible to the Assistant parliamentary Clerks.

The report is based on discussions carried out with parliamentary Clerks/Line managers and the interns during two visits in July 2004. Discussions with Parliamentary Clerks revolved around two areas namely; performance of individual interns placed under their charge and whether or not the internship programme is useful. The interns were given five minutes each to highlight their experiences at the Union Parliament.

2.0 PROBLEMS ENCOUNTERED

It has been observed above that parliamentary standing Committees act as a powerhouse to the business of Parliament. The most active and therefore most productive working period for parliamentary Committees is in October and

November when they meet in Dar es Salaam to prepare for the business of the Union Parliament. All the Line Managers are agreed that this is the busiest period for the Parliamentary Committees and therefore the most opportune time for the Internship programme.

As it happened the interns went to Dodoma in June/July when the Union parliament convenes for the long session. Evidently, there will always be routine administrative and public relations activities at Dodoma. However, if the interns are to learn anything about parliamentary activities then the best time for that is during the preparations for Bunge which takes place in the Parliamentary Committees in October/November in Dar es Salaam. These preparations include, discussing all Government Bills, which will be presented in the long parliament session; discussing and analyzing policy issues for policy formulation, scrutinizing financial statements and making visits to parastatal organization.

We are saying the timing for sending interns to the Union Parliament was inopportune. The best learning opportunity for the interns is October/November and not June/July.

Another problem encountered in the process of implementation is that the instructions given to the line managers in regard to the interns were ambiguous: "apewe msaada kadri unavyoweza". One or two line managers interpreted this negatively and the interns placed under their supervision suffered as a consequence. Indeed, the unfortunate interns had to be switched to other committees midway in the internship period. Instructions as to what is required or expected of the interns should be precise and effective. Something along the lines of a job description.

I should hasten to remark that all in all the interns were accepted wholeheartedly. However, in one case a line manager read the Kanuni za Bunge

literally. I would not quarrel with the fact that official matters discussed in the parliamentary Committees are confidential. However, the interns were accepted to work in the committees in the first place. I have a feeling the question of confidentiality has been overstretched. However too, this problem was encountered in only one committee. In the remaining 16 committees is due of confidentiality did not feature at all. The assistant committee clerks of the committees concerned took in the interns unreservedly. Most of the interns were sent to Dodoma are fresh graduates of political science and public administration and sociology.

Most of the interns fitted in very well with activities in parliament. However, in one or two cases the interns were out of place. "Kutoka Bungeni watakuwa wamejifunza mambo mengi, lakini kutoka Public Accounts Committee hawajajifunza chochote". We need to cast the net wider next time around. In other words, we will need to include graduates from economics, law and languages. Furthermore, lack of computer literacy was also a problem. Arrangements can be made to include a programme of computer literacy for the interns.

3.0 PERFORMANCE OF INTERNS

We have observed above that the interns proved very useful to the Parliamentary Committees in carrying out administrative activities: drafting letters, report writing documentation, organizing seminars, workshops and conferences, proof reading, conduction interviews, report writing, protocol and public relations and learning about elementary civics, the constitution and standing orders the interns performed admirably.

It has been observed above that the interns proved very useful to the Parliamentary Committee. Generally then, all interns performed above average.

In order to give a sense of objectivity in the exercise of assessing the performance of individual interns we devised the following attributes:

- Appreciation/adaptation to new environment (include public image, questions of adjusting from student to working life, one's outlook in a very complicated and most public office in Tanzania, whether or not one enjoys public life).
- Administrative/organizational skills (include office routine work, writing letters, reports, public relations, protocol, conducting interviews, organizing office work, seminars, conferences, workshops tours, visits, etc).
- Discipline/hard work (include diligence, following instructions, reporting for duty, obeying and recognizing authority, transparency, ethical, moral, participation, punctuality, good conduct, taking advice etc).
- Cooperative/good company (include, keeping amicable working relations, tolerance, etc).
- Keen learner/analytical, solving problem (include, analyzing situations, learning about ones working environment, curiosity, etc).
- Resourceful/creative/ambitious/consistent (include being innovative, giving ideas, exploiting opportunities to excel, the go-getter, etc).

3.1 We have devised these attributes mostly through observation and discussion with both the line managers and interns. For example, attributes related to appreciation and adaptation to new environment were mapped out during the two five minutes each discussion sessions with the interns. Through these interventions one could make out how an intern appreciates and or adapts to new environment. In regard to administrative/organizational skills, the line managers are the key actors in terms of describing duties and tasks assigned to the interns. In turn, the interns also described what they were assigned to do.

In regard to discipline/hard work, again the line managers provided most of the information (and, evidently my own experience). The line managers provided vital information on whether or not the interns were cooperative. As for the last two attributes discussions with both line managers and interns gave valid clues. One the sport observation also played an important role. In one very sad instance, a line manager wrongly accused the intern of absenteeism.

3.2 Assessment of Performance of Interns

We have noted above that one of the major objectives of USNY/Tanzania is to enhance management and administration of parliamentary services. For purposes of the July, 2004 internship programme this was the major focus of the exercise. However, management and administration are not just pushing paper and shoving memos. First things first. The interns had just finished their studies, B.A. Political Science and public Administration and Sociology. They have no work experience.

It was important for the programme to determine how the interns adopted or rather appreciated the new environment. We are talking about a very exalted new environment: The Union Parliament at Dodoma, one of the three pillars of power in Tanzania. It was a mesmerizing experience to most if not all the interns. Table 1 demonstrates that the interns took to the new situation at Dodoma very well. The scores for all the interns in third regard are well above average.

In regard to administration and organizational skills (management and administration) or put differently, the main reason why the interns went to Dodoma in the first place, the performance is mixed. A few interns scored below average. The majority of the interns scored highly. We made these scores from discussions with both the line managers and the interns. The line managers were very good at describing the tasks assigned to the interns. The interns in turn

told us about their daily routines. We are saying that both line managers and interns were very satisfied with management and administration. As a matter of fact, the main reason why line managers heartily approved of the programme is because the interns took off the load on their shoulders. It is important to remark that the two interns who scored poorly were assigned to uncooperative line managers.

According to Table 1 all the interns scored above average for both discipline/hard work and cooperative/good company. The boys and girls were a charming lot generally. We have noted above that management and administration are not just about pushing paper. Management and administration are also about willingness to learn, ability to solve problems, resourcefulness, creativity, consistency and ambition. These attributes – in the last two columns of Table 1, distinguished the grain from the chaff. The interns who worked in Economic infrastructure Committee, (Ismail Seleman), personnel and Administration Office (Pamela Palangyo), Table Office (Beatrice Massawe), Director of Committee Operations (Lulu Kikuli), Protocol Office (Dinner Ngaiza), performed admirably. The Line Managers of these committee would employ the interns right away if it were in their power.

4.0 SIGNIFICANCE OF THE PROGRAMME

All the key players in the exercise are agreed that the internship is useful and should continue. Four things are important. First, the question of timing very much hinges on the semester system at the University of Dar es Salaam. While October/November is the most opportune period for the interns to really learn about parliamentary business, the students are not available for programmes outside the University. Undergraduates, for whom the SUNY Tanzania programme is intended, do their practical training in July/August. Second, the SUNY/Tanzania programme is in the first place intended for second year undergraduates. The fact that graduates were picked during the first phase is

because there was not enough time to process the incorporation of undergraduates. We are saying SUNY/Tanzania programme should be incorporated into the second year undergraduate practical training programme scheduled for July/August.

Third, deliberate efforts should be made to make all undergraduates computer literate. The Faculty of Arts and Social Sciences be encouraged to use the available resources to teach computer literacy to undergraduates. Fourth, the success of programme is largely due to the very capable hands of the managers of SUNY/Tanzania.

Professor N. Luanda

August, 2004

ANNEX K



**MACROECONOMIC POLICY SEMINAR
FOR THE MEMBERS OF THE COMMITTEE ON FINANCE AND ECONOMIC
AFFAIRS OF THE PARLIAMENT OF TANZANIA**

Organized by the IMF in collaboration with the Parliament of Tanzania
The Millennium Sea Breeze Resort, P.O. Box 155, Tel: (255) 23 2440201/3, Fax: (255) 23
2440201, Bagamoyo, Tanzania
October 13-15, 2004

TENTATIVE DRAFT PROGRAM
(Last updated July 29, 2004)

The objective of the seminar is to discuss with members of parliament IMF-supported policies, the role of the IMF in the country's ongoing economic reforms, assist in institutional capacity building, and nurture the participation and involvement of members of parliament in economic reforms in Tanzania.

Wednesday, October 13, 2004

7:00 PM – 9:00 PM **Welcome Reception**
Venue: Conference Hotel, Bagamoyo (Millennium Sea Breeze Resort)

Thursday, October 14, 2004

8:00 – 8:30 AM **Registration of Participants at the conference center**
(Ms. Schrader, IMF/ResRep office - payment of per diem)

8:30 – 8:35 AM **Opening Remarks by Hon. Njelu M. Kasaka, Chairman of the Committee on Finance and Economic Affairs, Parliament Tanzania**

8:35 – 8:40 AM **Opening Remarks by Hon. Basil P. Mramba, Minister of Finance**

8:40 – 8:45 AM **Welcoming Remarks by Ali Abdi, IMF Resident Representative**

The speaker will lay out the purpose of the seminar, outline the format, and introduce the next speakers.

8:45 – 9:15 AM **The Role of the IMF in Promoting Economic Stability and Reducing Poverty**

Thomas C. Dawson, Director of the External Relations Department of the IMF

The IMF's mandate, governing structure, and main focus; overview of the IMF's expanding outreach to and dialogue with legislators. The role of legislators in economic and financial decision-making.

9:15 – 10:30 AM

The IMF and Tanzania

Robert Sharer, IMF, Division Chief, African Department

The Mission Chief for Tanzania will outline the history of the relationship between the IMF and Tanzania; issues that emerged during the most recent Article IV and PRGF review discussions; the PRSP process

Session is chaired by

Peter Ngumbulla, Alternate Executive Director for Tanzania at the IMF

Discussants: **Hon. Hashim A.Z. Saggaf**, MP
Hon. Prof. Simon M. Mbillinyi, MP

10:30 AM

Coffee break

11:00 AM – 12:30 PM **Session I Fiscal Transparency, Expenditure Management, Tax Reform**

Chair: **Thomas C. Dawson**

Speakers: **Jesus Seade**, Fiscal Affairs Department, IMF (confirmed)

The session will focus on the question of how to improve fiscal transparency, increase the effectiveness of expenditure management, and improve governance. Tax policy and administration reforms to enhance revenue mobilization.

Discussant: **Hon. Iddi Simba**, MP

12:30 – 2:00 PM

Luncheon

Speaker: **Norbert Mao**, MP, Board Member PNoWB

The Parliamentary Network on the World Bank and its work with the BWIs.

2:00 – 3:00 PM

Session II: Financial Sector Reform and Integration

Chair: **Daudi T.S. Ballali**, Central Bank Governor, Tanzania

Speaker: MFD/IMF or World Bank—FSAP and Follow-up

Discussant: **Hon. Raphael Mlotwa**, MP

The session will focus on experiences with financial sector reform and privatization in Tanzania and the region; and on requirements for successful integration into global financial markets.

- 3:00 – 3:30 PM Coffee break
- 3:30 – 5:30 PM **Session III: Parliamentary Oversight of Economic and Financial Policy-Making: A Cross-Country Experience**
- Chair: **Hon. Njelu M. Kasaka, Chairman, Committee on Finance and Economic Affairs, Tanzania**
- Speakers: **Hon. Beatrice Kiraso, Chairperson, Budget Committee, Uganda**
Hon. Dr. Adhu Awiti, Finance Committee, Kenya
t.b.d., Member of Parliament from Canada or U.K.
- Discussant: **Hon. Dr. William F. Shija, MP**
- The session will allow a comparison of cross-country experience in parliamentary oversight, the role of legislators, and how legislators can strengthen their involvement in economic policy-making and reform.*
- 7:00 PM **Dinner**
- Speaker: **Peter Ngumbulu, Alternate Executive Director for Tanzania at the IMF**

Friday, October 15, 2004

- 8:30 – 10:30 AM **Session IV: The PRSP Process and Poverty Reduction in Tanzania**
- Chair: **Ali Abdi, IMF Resident Representative**
- Speakers: **Judy O'Connor, Country Director World Bank**
David Stanton, DFID, Head, Office Tanzania
- Discussant: **Hon. Kiloutsi Mporogomyi, MP**
- The session will look at the PRSP process as concept for poverty reduction; involvement of parliamentarians and other stakeholders; role of donors; Tanzania's performance under the first PRS and address the question of how benefits of economic growth can be deepened and broadened in Tanzania. Also, the role of the IMF and other development partners; Tanzania's progress toward attaining the MDGs.*
- 10:30 AM Coffee break
- 10:30 AM – 12:00 PM **Session V: Looking to the Future and the New PRS**
- Chair: **t.b.d.**
- Speakers: **Ali Abdi, IMF Resident Representative in Tanzania**
Ann Stodberg, Development Cooperation Counselor, Embassy of Sweden, Tanzania

Discussant: Hon. Edgar D. Maokola-Majogo, MP

The session will discuss prospects of the Tanzanian economy; accelerating economic growth through strengthened reforms and further improvements in governance. Avoiding set backs relating to the transitional phase. The role of Parliament in strengthening the reform efforts in Tanzania and the sub-region (EAC in particular)

12:00 – 2:00 PM

Luncheon

Speaker: Bassirou Sarr, Director AFRITAC East on Capacity Building

2:00 – 3:30 PM

Session VI: Promoting Investment, Growth, and Job Creation in the Region

Chair: Thomas C. Dawson, Director of the External Relations Department of the IMF

**Speakers: Haydee Celaya or Jean-Philippe Prosper, Manager East Africa, IFC, The World Bank
Robert Sharer, IMF, Division Chief, African Department**

Discussant: Hon. William H. Shellukindo, MP

The session will discuss the sources of growth in Tanzania and factors that contribute to an improvement of the business climate that would enhance investment and growth. The importance of good governance and strong institutions.

3:30 – 3:45 PM

Coffee break

3:45 – 4:50 PM

Observation by Parliamentarians

Chair: Thomas C. Dawson, Director of the External Relations Department of the IMF

**Speakers: Panel Remarks from selected MPs from Tanzania;
General Comments from MPs**

Closing Remarks by Ali Abdi and Hon. Njelu M. Kasaka

4:50 – 5:00 PM

Completing Seminar Evaluation (forms will be distributed in the morning, Ms. Schrader)

Format:

Presentations should not exceed 10-15 minutes in order to allow enough time for discussion. The intention is to make the presentations available to participants shortly before the conference. They should consist of a copy of the presentation or a brief summary of the main points of the contribution, and a brief one-page summary as cover. In each session, members of parliament should assign a lead discussant to "break the ice" and open the discussion.

ANNEX L



The State University of New York/Tanzania

Technical Assistance for the Strengthening of Tanzania's Union National Assembly (Parliament)

31 August 2004

Honourable Dr. Zainab Gama
Chairperson of APNAC
Tanzania Chapter
Parliament of Tanzania
Dar es Salaam

My Ref: 003/B & 012/O

Dear Honourable Gama,

REQUEST FOR FUNDING FOR THE CONFERENCE ON CORRUPTION OCTOBER 2004

Thank you for your letters dated 2 and 10 August about the proposed conference and APNAC Annual General Meeting. Both letters deal with the request for financial assistance although the figures quoted are at variance. Notwithstanding that I have been discussing with Parliament how best we might be able to provide some assistance within the context of the agreed Workplan.

In conducting those discussions I found a copy of the Report arising from the seminar held in February 2003 entitled "The Role of Parliamentarians in fighting corruption". Having viewed that Report, I found very many useful topics were covered last year and this would lead me to question whether another two day conference would add any real value in terms of taking matters further forward. However, I would like to propose an alternative first step towards achievement of some of the proposed conference objectives. Just for completeness these were:

- "To review the factors associated with corruption as they relate to Parliament,
- To exchange country experiences and ideas on strengthening Parliamentary accountability,
- To discuss and examine practical Parliamentary actions to curb corruption,
- To facilitate and encourage networking among Parliamentarians and Civil Society in curbing corruption,
- To raise the profile of and encourage participation of Civil Society and APNAC in the coming elections, and
- To review factors that encouraged corruption in the last General Elections".

I would respectfully suggest that it would be a more prudent move for the APNAC Executive Committee and Parliamentary Committee Chairpersons to have time together to jointly look at the issues set out in the proposed conference objectives to come to a consensus opinion as a Parliament which can then form the basis upon which a possible high level conference could be held to highlight the issues associated with Parliaments key role in dealing with corruption. What I had in mind was an event which would seek to group the issues thematically. These might include but not be limited to the following;

I. CONSTITUTIONAL & LEGAL FRAMEWORK

- The Constitutional provisions and framework associated with anti-corruption and the standards applied to leaders in public life,
- Vision 2025 provisions,
- The anti-Corruptions/Good Governance Initiatives
- Elections legislation

Possible Resource persons could include: Hon Judge Warloba
Good Governance Unit
National Electoral Commission

II. IMPLEMENTATION OF ANTI CORRUPTION MEASURES/ORGANISATIONS

- The role of the Prevention of Corruption Bureau: its mandate, accountability and linkages with the Parliament,
- Role of the National Audit Office
- Role of the Good Governance Unit
- Role of APNAC and GOPAC
- Role of Transparency International
- Bring the corrupt to justice
- Development partners

Possible Resource persons could include: PCB
NAO
APNAC/GOPAC
Transparency International
Development partners (PAD CO team)

III. ACCESS TO INFORMATION FOR PARLIAMENTARIANS

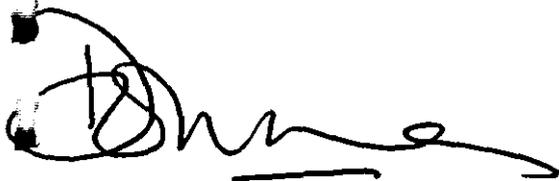
- The oversight/scrutiny role of Parliament
- The role of Civil Society in anti-corruption,
- Afro barometer perceptions index report May 2004

Possible Resource persons could include: Parliamentary expert
Anti-corruption CSOs
National Electoral Commission
Media organizations.

By having such an exposition of the issues would help the invited Members of Parliament to focus on the core issues with the primary objective of producing an action-oriented plan to highlight the need to avoid corruption especially in the run-up to the forthcoming Elections. That action-oriented plan will chart the steps necessary to enable Parliament to

perform a more meaningful role in dealing with the effects/impact of corruption. If this counter proposal was found to be acceptable to the APNAC Executive Committee then SUNY/Tanzania could begin to initiate the appropriate administrative arrangements to enable the event to take place in October. That two day workshop could be followed by a half day devoted to the APNAC AGM. Given the variances in dates between the two letters, I am not entirely sure which are the agreed dates for the anti-corruption event. However I do know that the Parliamentary Committee on Finance and Economic Affairs is due to have a two day conference funded by the International Monetary Fund from 13-15 October 2004 inclusive. Perhaps we could meet to discuss these matters with Mr.Kashillah, to whom I also am sending a copy of this letter, along with Mr. Kipenka. I will be in contact again shortly to try and fix a date for a meeting.

With kind regards as ever



DONNA RUGBY-SMITH
COUNTRY DIRECTOR



THE PARLIAMENT OF TANZANIA

**A PROPOSAL TO BE SUBMITTED TO SUNY (TANZANIA) FOR
FUNDING CONFERENCE ON THE STATE OF CORRUPTION IN
TANZANIA**

PREPARED BY:

**APNAC SECRETARIAT ,
P.O. BOX 941.
DODOMA.**

AUGUST, 2004.

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1.2 Objectives of APNAC-----	2
2.0 Conference objectives-----	2
3.0 Conference Programme-----	2
4.0 Conference Participants-----	4
5.0 Conference Budget-----	5

1.0 Introduction

Parliamentarians Network against Corruption (APNAC) is a network, which aims at coordinating, involving and strengthening the capacity of African Parliamentarians to fight corruption and promote good governance. The network was formed in 1999 in Kampala, Uganda during a regional workshop on "Parliament and Good Governance". Participants acknowledged that corruption could best be controlled by strengthening systems of accountability, transparency, and increasing public participation in the governance process of African nations. They further appreciated the great value of information sharing, maintaining contacts with each other, and reaching out to other parliamentarians and parliamentary organizations, throughout Africa on the issue of corruption. The instrument chosen was the formation of a network called "African Parliamentarians Network Against Corruption" (APNAC).

1.1 Roles of APNAC

- To strengthen the commitment and capacity of Parliaments to exercise accountability with particular relation to the management of public funds.
- To advocate for and encourage improvement of state capacity to timely address and handle matters related to corruption.
- To advocate for inclusion of anti-corruption measures in government priority programmes,
- To liaise with national and international organizations and institutions on matters of Corruption.
- To mobilize internal and external resources to promote anti-corruption programmes.
- To develop links with oversight committees of Parliament and parliamentarians across Africa.

1.2 Objectives of APNAC

- To build commitment and capacity of Parliaments to exercise their oversight role especially in relation to financial matters.
- To share information on best practices.
- To undertake projects to control corruption.

- To cooperate with organizations in civil society with shared objectives

2.0 CONFERENCE OBJECTIVES

- To review the factors associated with corruption as they relate to parliament
- To exchange country experiences and ideas on strengthening parliamentary accountability
- To discuss and examine practical parliamentary actions to curb corruption
- To facilitate and encourage networking among Parliamentarians and civil society in curbing corruption
- To raise the profile of and encourage participation in Civil Society and APNAC in curbing elections
- To review factors that encouraged corruption in the last General Elections

3.0 Conference Programme,

29-31 October, 2004 Dare salaam, Tanzania.

Day 1

Friday, 29, October, 2004

TIME	ACTIVITY
8.30-9.00	Registration ➤ Secretariat
9.00-9.15	Introduction ➤ APNAC Chairperson, Hon. Zainab Gama (MP)
9.15-9.45	Opening Remarks ➤
9.45-10.15	Official Opening, Dr. Salim Ahmed Salim ➤ His Excellency President of the United Republic Of Tanzania. William Mkapa.
10.15-10.35	Tea Break ➤ All
10.35-11.15	The state of corruption in Tanzania-Edward Hoseah
11.15-11.45	Discussion

- 11.45-12.15
12.15-12.50
 - > All Participants
 - The roles of e-governance in tackling corruption
 - ~~Role of donors and international financial~~
 - institutions in combating corruption in the third world countries-**Mr Brown, UNDP Chief.**
- 12.50-13.30
 - Discussion
 - > All Participants
- 13.30-14.30
 - Lunch
 - > All Participants
- 14.30-15.00
 - > Merging efforts between the parliament and civil Society organisations (CSO) in combating corruption in Tanzania. Hon .Dr James Wanyancha(MP) and Mr Christopher Mwakasege
- 15.00-15.30
 - Discussion
 - > Participants
- 15.30-16.00
 - > Corruption in the last General Elections-*Justice Lewis Makame.*
- 16.00-16.30
 - Discussion
 - > All Participants
 - >
- 16.30-17.30
 - Tea and departure for day one

Day 2:

- Saturday, October, 2004**
- Plenary Theme: *Developing Anti-Corruption Strategies in the forthcoming General Elections***
- 8.00-8.50
 - Registration-
 - > SECERTARIAT.
- 9.00-9.45
 - Developing Anti-Corruption Strategies in the forthcoming General Elections-Hon.Judge Warioba*
- 9.45-10.25
 - Discussion
 - > All Participants
- 10.25-10.50
 - Tea Break
 - > All Participants
- 11.00-11.30
 - Enhancing accountability through the media-Reginald Mengi
- 11.30-12.00
 - Discussion
 - > All Participants

12.00-12.30 Bringing the corrupt to justice – Dr. Sengodo

Mvungi

12.30-13.00 Discussion
> All Participants

13.00 13.30 Lunch
> All Participants

13.40-14.30 > The way Forward- All Participants

14.30-15.45 Closing Remarks
> UNDP
> PCB
> DPG
> Transparency International

15.45-16.00 Official Closing-Guest of Honour, Hon ALI Mohamed Shein .Vice President OF the United Republic Of Tanzania.

16.00-16.30 Tea break-*Informal discussion-Departure.*

Day 3

Sunday,31 October, 2004

Plenary Theme: **APNAC ANNUAL GENERAL MEETING.**

8.30-9.00 Registration
> Secretariat.

9.00-9.30 Approving the minute of the previsions meeting

9.30-10.30 Annual Report & Discussion-Secretary Genera

10.30-11.00 Tea break-all

11.00-12.00 Financial report #discussion

12.00-13.00 Action plan #discussion.

13.00-14.00 Revisiting the Constitution.

14.00 14.30 Lunch

14.30-15.00 AOB

15.00-15.30 Closing the meeting-Chairperson.

4.0 CONFERENCE PARTICIPANTS.

Apart from Members of Parliament, the conference will draw participants from Civil Society Organisations (CSO), Government department such as Prevention of Corruption Bureau (PCB), National Electoral Commission (NEC), and Police Force Unit. Other participants

THE UNITED REPUBLIC OF TANZANIA

TANZANIA PARLIAMENT

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Fax No. +255 026 2322761
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(All official communication should
be addressed to the CLERK
OF THE NATIONAL ASSEMBLY)



The National Assembly
P.O. Box 941
DODOMA

In reply please quote:

Ref. No. EB.17/155/09/73

2nd August 2004

Ms. Dona Smith-Bugby
Country Director
State University of New York (Tanzania)
Dare salaam
Tanzania

Dear Madam,

**RE: REQUEST FOR FUNDING THE CONFERENCE ON CORRUPTION,
15 -17 OCTOBER, 2004, DARESALAAM.**

The African Parliamentarian Network Against Corruption-Tanzania Chapter (APNAC) wishes to conduct workshop on the state of corruption in Tanzania 15 -16 October, 2004 and APNAC Annual General Conference on 17, October, 2004.

The objectives of the conference include: to review the factors associated with corruption as they relate to parliament, to exchange country experiences and ideas on strengthening parliamentary accountability, to discuss and examine practical parliamentary actions to curb corruption, to facilitate and encourage networking among Parliamentarians and civil society in curbing corruption, to raise the profile of and encourage participation in Civil Society and APNAC in curbing Corruption and to review factors that encouraged corruption in the last General Elections.

The conference will draw participants from Civil Society Organisations (CSO), Government department such as Prevention of Corruption Bureau (PCB), National Electoral Commission (NEC), and Police Force

Unit. Other participants include Members of Parliament, principal secretaries, judges, Head of international organisation such as United Nations Development Programme (UNDP), World Bank(WB), International Monetary Fund(IMF), United States Agency for International Development(USAID), British Council, Chairmen and secretaries of Political parties, Ambassadors and head of Development Partners Group. (DPG).

I humbly request your organization to sponsor the conference estimated to cost **32,300 US\$**.

Enclosed please find the Conference proposal, which details the objectives, programmes, and estimated budget for the conference.

Hon. Zainab Gama (MP)
CHAIRPERSON OF APNAC

CD

THE UNITED REPUBLIC OF TANZANIA

TANZANIA PARLIAMENT

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OF THE NATIONAL ASSEMBLY)



The National Assembly
P.O. Box 941
DODOMA

In reply please quote:

Ref. No. EB.17/155/09/88

10th August 2004

Ms. Dona Smith-Bugby
Country Director
State University of New York (Tanzania)
Dare salaam
Tanzania

Dear Madam,

**RE: REQUEST FOR FUNDING THE CONFERENCE ON CORRUPTION,
11 -13 OCTOBER, 2004, DARESALAAM.**

The African Parliamentarian Network against Corruption-Tanzania Chapter (APNAC) wishes to conduct a two day workshop on the state of corruption in Tanzania and APNAC General Conference respectively from 11 -13 october, 2004, Daresalaam.

The objectives of the workshop include: to review the factors associated with corruption as they relate to parliament, to exchange country experiences and ideas on strengthening parliamentary accountability, to discuss and examine practical parliamentary actions to curb corruption, to facilitate and encourage networking among Parliamentarians and civil society in curbing corruption, to raise the profile of and encourage participation in Civil Society and APNAC in curbing Corruption and to review factors that encouraged corruption in the last General Elections.

The conference will draw participants from Civil Society Organisations (CSO), Government department such as Prevention of Corruption Bureau (PCB), National Electoral Commission (NEC), and Police Force Unit. Other participants include Members of Parliament, principal

secretaries, judges, Journalists, Head of international organisation such as United Nations Development Programme (UNDP), World Bank (WB), International Monetary Fund (IMF), United States Agency for International Development (USAID), British Council, Chairmen and secretaries of Political parties, Ambassadors, and head of Development Partners Group. (DPG).

I humbly request your organization to sponsor the conference estimated to cost **49,810 US\$**.

Enclosed please find the Conference proposal, which details the objectives, programmes, and estimated budget for the conference.

Sincerely Yours,


Hon. Zainab Gama (MP)
CHAIRPERSON OF APNAC

Copy to:

Speaker of the National Assembly

Patron of APNAC

Clerk of the National Assembly.

Good Governance Unit.



THE PARLIAMENT OF TANZANIA

**A PROPOSAL FOR FUNDING A CONFERENCE ON THE STATE OF
CORRUPTION IN TANZANIA, 11-13 ,OCTOBER 2004,DAR ES
ALAAM.**

PREPARED BY:

**APNAC SECRETARIAT ,
P.O. BOX 941.
DODOMA.**

AUGUST,2004.

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- To build commitment and capacity of Parliaments to exercise their oversight role especially in relation to financial matters.
- To share information on best practices.
- To undertake projects to control corruption.

- 10.15-10.35 Tanzania, Benjamin William Mkapa,
Tea Break
- 10.35-11.15 > All
The state of corruption in Tanzania-Edward Hoseah,
Director of Investigation, Prevention of Corruption
Bureau(PCB) and Professor Rwekaza
Mukandala, Chairman of Transparency International.
- 11.15-11.45 Discussion
- 11.45-12.15 > All Participants
The roles of e-governance in tackling corruption-Mr
Marten Lumbanga, Chief secretary.
- 12.15-13.00 Discussion
- > All Participants
- 13.00-13.20 Role of donors and international financial
institutions in combating corruption in the third
word countries-. John Hendra-UNDP-Country
Coordinator
- 13.20-13.50 Discussion
- > All Participants
- 13.50-14.30 Lunch
- > All Participants
- 14.30-15.00 > Merging efforts between the parliament and civil
Society organisations (CSO) in combating
corruption in Tanzania. Hon. Dr. w. Slaa (MP) and Mr
Christopher Mwakasege (CSO)
- 15.00-15.30 Discussion
- > Participants
- 15.30-16.00 > The problem of Corruption and competitive
Elections-Justice Lewis Makame.
- 16.00-16.30 Discussion
- > All Participants
- 16.30-17.30 >
Tea and departure for day one

Day 2:

- 8.00-
- 8.50
- 9.00-9.45

Tuesday, 12, October, 2004
Plenary Theme: Developing Anti-Corruption
Strategies in the forthcoming General
Elections

Registration-
 > SECERTARIAT.

Developing Anti-Corruption Strategies in the

10 presentation papers x 10 pages x 300 participants x 50 shilling = 1,500,000 TSH approximately = 1500 US\$

Subtotal= 1500 US\$

(ii). Folder for the participants

300 BAGS X 10 USD PER BAG = 3000 US\$.

Subtotal= 3000 US\$

(iii). Notes books, flipy chart, identity card and pens

300 notes book x 1 US\$. = 300 US\$.

300 pens x 100 ths = 30000 = 30 US\$ (APPROX)

300 identity cards x 1 US\$. = 300 US\$

10 Mark pen 1 usd = 10 US\$

20 Flips chart X 5 US\$. = 100 US\$

Subtotal = 710 US\$

D. CONFERENCE HALL

300 US\$. x 3 days = 900 US\$

Subtotal= 900 US\$

E. TRANSPORT/.

10 USD X 500 (DAY ONE, TWO AND THREE) = 5000

F. HONORARIA 150 USD X 10 (Presentation papers)

= 1500 US\$.

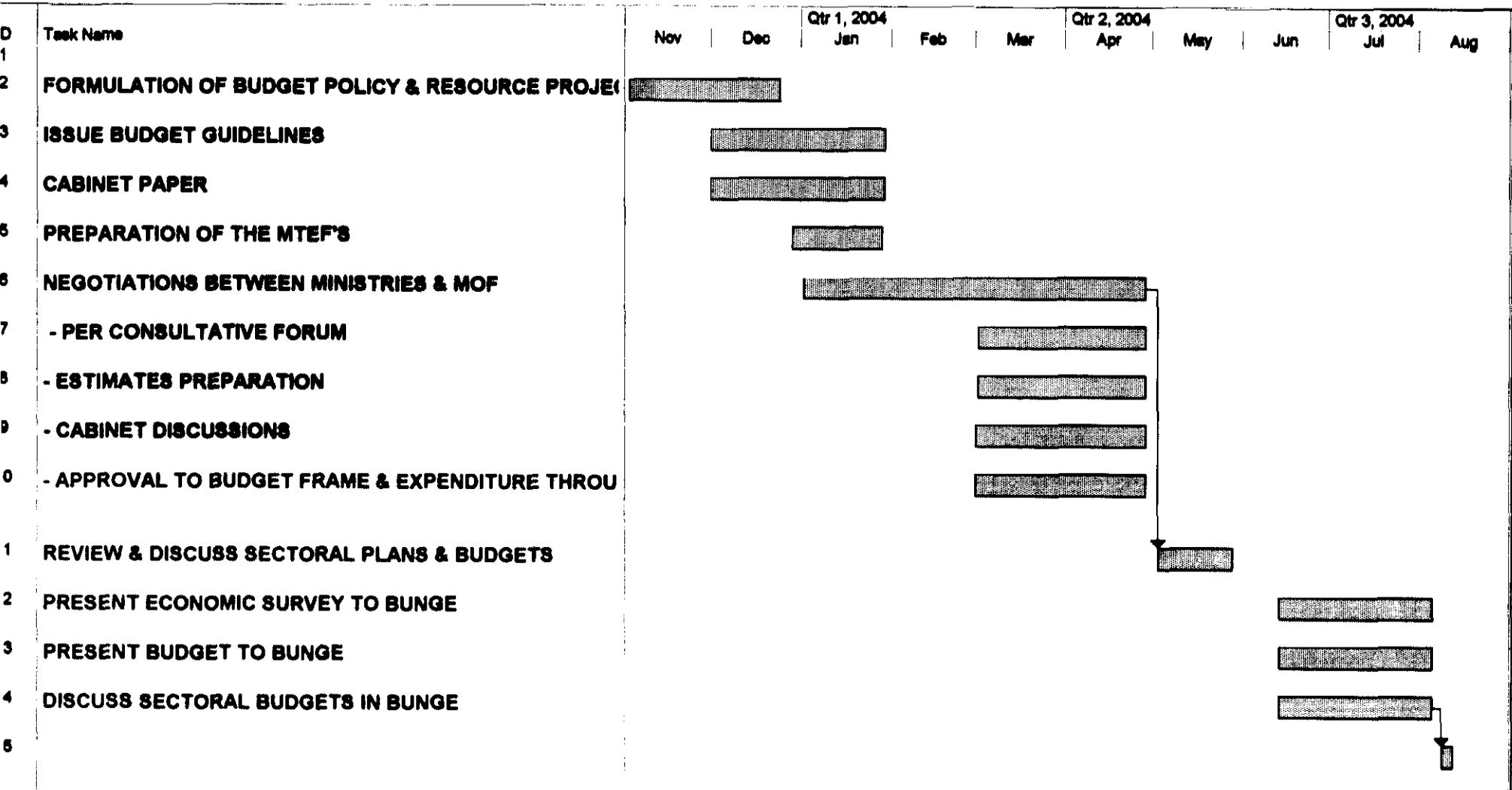
Subtotal= 1500 US\$

GRAND Total 49,810 US\$ ✓

Total amount requested from Donor Community = 49,810 US\$

ANNEX A

CURRENT BUDGET CYCLE IN TANZANIA -



ject: BUDGET PROCESS
 B: Thu 07/10/04

Task	[Task Bar]	Rolled Up Task	[Task Bar]	External Tasks	[Task Bar]
Progress	[Task Bar]	Rolled Up Milestone	◇	Project Summary	[Task Bar]
Milestone	◆	Rolled Up Progress	[Task Bar]	Group By Summary	[Task Bar]
Summary	[Task Bar]	Split		

ANNEX N

Strategic Objective 3: Civil Society and Government are more effective Partners in Governance

IR 3.2: Targeted Government (Parliament) is more responsive to public concerns on selected issues.

Expected outcome: laws in place that have better public inputs.

A. Number of public hearings on Bills.	Indicators	Target	Progress/ Reporting Period
<p>Baseline: number of MP/Parliament initiated public hearings held in 2003</p> <ul style="list-style-type: none"> ▪ Confirmed as 0 	<ul style="list-style-type: none"> ▪ Number of public hearings initiated by either the MPs or the Parliamentary Committees (quantity) ▪ Number of actions or recommendations submitted and agreed to be taken forward by the Parliament. (quantity) ▪ Are those actions recommendations of substance (i.e. question the viability of the Bill or merely grammatical)? ▪ Number of CSO issue papers submitted to Committees which prompt the Committee to invite the CSO to provide expert testimony. (quantity and quality) ▪ Review of the current Standing Orders to assess whether they deter the public from getting involved by no later than the 3rd quarter of the 2004 Session. 		<p>x4 public hearings were held Kilo (Kringa), Tunduru (Ruvuma), Hai (Kilimanjaro) and Singida North (Singida).</p> <p>MPs asked to provide more information about the permanent voters register in Kiswahili.</p> <p>At present the S/Orders prohibit Parliament making substantive changes on Bills, they are merely allowed to put forward recommendations for amendments to the Minister.</p> <p>X2 CSOs (JET & LEAT) submitted information to the Public Accounts Committee following an invitation from the Committee Chairperson.</p> <p>Comparative analysis completed July 2004. Analysis confirms that as Committee proceedings are closed then access is currently possible by invitation only.</p>

METHOD OF DATA COLLECTION
Clerk Assistants

Strategic Objective 3: Civil Society and Government are more effective Partners in Governance

IR 3.2.1. Government (Parliament) capacity to engage in the policy/law process strengthened.

Expected outcome: Parliamentarians are better able to understand the implications of the legislation tabled.

B. National budget formulation – helping Parliament to play a more prominent role in the design of the national budget by involving them in the initial stage.

Indicators

Target

**Progress/
Reporting Period**

Baseline: number of Bills submitted and amended during 2003.
(Key Committees will be those with x3+ Bills submitted for consideration in the last year. Priority will be aimed at Finance, PAC, LAAC, Community Development, Natural Resources & Environment, Social Services, Agriculture and Land PAC, LAAC, Community Development, Natural Resources and Environment, Social Services, Agriculture and Land Development, Economic Infrastructure).

Baseline: Number of times during 2003 when the Parliament was invited to attend and actively participate in the meetings with the PER and PRSP secretariat.

- Number of substantive amendments made on Government sponsored Bills submitted to the Parliament Committees,

- Initially helping the PAC, Finance Committee, Local Authority Accounts Committee and Economic Infrastructure Committees to gain access to the PER/PRSP secretariat located within the Vice President's Office.

Current S/Orders prohibit substantive amendments to Bills without the agreement of the Minister concerned. MPs provided with draft Budget Guidelines for the first time which enabled them to challenge the priorities set out by the Government. Liaison with the World Bank and the PO-PMS team reveal that the MPs need to actively solicit for support to encourage the Treasury to link expenditure controls to performance management systems thereby allowing in progress monitoring of actual expenditure against PRSP priority sectors. A bespoke workshop is due to be rolled out in November 2004 for LAAC & PAC and will cover public finance, NAO reports, public expenditure tracking surveys and fiscal decentralization. Work is underway to explore the feasibility of running a workshop on the PER function and the budget execution reports in the next quarter.

METHOD OF DATA COLLECTION

- Clerk Assistants
- Records of the number of times Parliamentarians attend such meetings in the VPO
- Devising post training questionnaires (interviews or focus group discussions for MPs with the aim of identifying whether the links have made between the Committees and the Executive branch.

SUNY/Tanzania

Quarterly Financial Report Summary

Research Foundation of State University of New York

Technical Assistance for the Strengthening of Tanzania's Union National Assembly

Contract Number: 623-C-00031-00

JULY - SEPTEMBER 2004

Line Item	Year 1 Budget	Year 2 Budget	Budget Total	Total Expenditure from July - Sept 04	Total Expenditure from May 03 - Sept 04
Result Area 1	\$ 422,659.44	\$ 368,231.48	\$ 790,890.92	\$ 93,740.21	\$ 147,619.21
Result Area 2	\$ 295,673.31	\$ 81,139.48	\$ 376,812.79	\$ 11,661.67	\$ 213,264.11
Result Area 3	\$ 125,272.89	\$ 58,768.68	\$ 184,041.57	\$ 30,110.23	\$ 143,779.48
Result Area 4	\$ 82,046.37	\$ 265,965.01	\$ 348,011.38	\$ 32,951.25	\$ 157,345.64
Indirects Charges	\$ 173,092.34	\$ 127,085.37	\$ 300,177.71	\$ 15,640.63	\$ 219,359.22
Fixed Fees	\$	\$	\$	\$	\$
Grand Total	\$ 1,098,744.35	\$ 901,190.02	\$ 1,999,934.37	\$ 217,104.00	\$ 1,181,367.66

SUMMARY

Total Funds Obligated as of May 11 2003:	\$	800,000.00
New Obligated Funds as of March 2004:	\$	128,625.00
New Obligated Funds as of June 2004:	\$	100,000.00
Total Obligated Funds:	\$	1,028,625.00
Total Funds Spent as of Sept. 30, 2004:	\$	1,181,367.66