

## ***Annex A: Stage 1 - Report form: Briefing with Political heads and Management***

**Country:** Lesotho

**Facilitator:** Mpho Mankimane

**Municipality:** Qomoqomong Community Council (Quthing)

**Date of meeting:** 8 October 2010

**Attendance:** 2 men (0% female representation)

<b>NAME</b>	<b>DESIGNATION</b>	<b>PHONE</b>	<b>FAX</b>	<b>EMAIL</b>
Lebusa Ntsieane	Vice-Chairperson	58549816		
Teboho Ramakatsa	Community Council Secretary	59014838		

### **Buy-in to proceed with 'centre of excellence' process obtained?**

On the 8 October 2010, a management meeting with Qomoqomong Community Council in the district of Quthing was held where a brief on Centres of Excellence for Gender Mainstreaming in Local Government programme was given to the Vice-Chairperson of the council and the Community Council Secretary. COE process was fully embraced in this regard.

### **Access to conduct a situation analysis obtained?**

Permission to conduct the situation analysis was granted and this was done on the same day.

### **Contact person/s for the process identified? (*Give name/s and position/s*).**

Teboho Ramakatsa (Mr.), the Community Council Secretary (CCS) was chosen as the key contact person and a link to any form of correspondence regarding this process.

## **Annex B: Work plan**

<b>Qomoqomong Community Council</b>	<b>STAGE</b>	<b>DATE</b>
	Stage 2 Situational Analysis	8 October 2010
	Stage 3 Council level policy and implementation workshop	2011
	Stage 4 Community mobilisation village level meetings for SADC Protocol on Gender and Development	2011
	Stage 5 On-the-job support	Ongoing
	Stage 6 Application of capacity building in a key campaign: 16 Days	25 Nov-10 Dec
	Stage 7 Monitoring, evaluation, documentation, Summit	March 2011

## **Annex C: Draft MOU**

MOU entered with the Ministry of Gender and Youth, Sports and Recreation and not with Councils.