

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

Country: Lesotho

Facilitator: Mpho Mankimane

Municipality: Rats'oleli Community Council (Qacha's Nek)

Date of meeting: 8 October 2010

Attendance: 2 women and 1 man (67% female representation)

NAME	DESIGNATION	PHONE	FAX	EMAIL
Maatang Lethoba	Messenger	59031207		
Manapo Matlali	Chairperson	59507438		
Tsepo Lerole	Chairperson Social Services	59456366		

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

On the 8 October 2010, a management meeting with Rats'oleli Community Council in the district of Qacha's Nek was held where a brief on Centres of Excellence for Gender Mainstreaming in Local Government programme was given to the Chairperson of the council, Chairperson in the Social Services Committee (which deals with social issues including gender equality) as well as the Messenger on behalf of the Community Council Secretary. Since the council was represented at the district level action plan workshop a while ago, the Chairperson said that this was a good idea to work with councils at the local level.

Access to conduct a situation analysis obtained?

Access to conduct a 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*).

Maatang Lethola (Ms.), on behalf of 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

Rats'oleli Community Council	STAGE	DATE
	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
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Annex C: Draft MOU

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