

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

**Country: Namibia Facilitator: Sarry Xoagus-Eises**

**Municipality: Karibib Municipality (Erongo Region)**

**Date of meeting: 10 September 2009**

**Attendance: 4 Councillors including Mayor and one officer**

<b>NAME</b>	<b>M/F</b>	<b>DESIGNATION</b>	<b>PHONE</b>	<b>FAX</b>	<b>EMAIL</b>
Ngaherimo Gotfridine	F	councillor	08112279443	064-550032	
Nabot Titus	<b>M</b>	Councillor	0812802308		
Adhelheid Swartbooi	<b>F</b>	Councillor	064-552000	064-550083	
Adelheid-keth Hamukonda	<b>F</b>	Councillor	0812562931	064-550158	
Robert !Gaeseb	<b>M</b>	Acting CEO	0813801442	064-550616	mudato@hotmail.com

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

This Council in its meeting agreed to work closely with GL through all seven stages. Full blessing was given and tasked the champion to liaise with GL on projects earmarked for the town. The Council consist of seven Councillors. Five attended the meeting including the two Mayors.

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

Access was granted for GL to continue with the situation analyses. The officer was tasked to provide all necessary documentation for the process. The Council and management have completed all situation analyses forms (M & E). All key documents were collected in time.

He is the Chief Accountant Robert Mudako Gaeseb: **Contact person/s for the process identified?** (*Give name/s and position/s*). mudato@hotmail.com