

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

**Country: Zimbabwe**

**Facilitator: Kevin Chiramba**

**Municipality: Buhera Rural District Council**

**Date of meeting: 10 February 2016**

**Attendance:**

| <b>NAME</b>        | <b>SEX</b> | <b>ORG</b> | <b>DESIGNATION</b> | <b>PHONE</b>  | <b>FAX</b> | <b>EMAIL</b>   |
|--------------------|------------|------------|--------------------|---------------|------------|--|
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**Buy-in to proceed with 'centre of excellence' process obtained?**

Yes

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

Yes

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

Loice Marongere