

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

Country: Lesotho

Facilitator: Mpho Mankimane

Municipality: Senekane Community Council (Berea)

Date of meeting: 1 October 2010

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

NAME	DESIGNATION	PHONE	FAX	EMAIL
`Maitumeleng Mobi	Clerical Assistant	63204386		
Mosenyehi Litsebe	Account Clerk	59441768		
Lefu Fetlane	Chairperson	63255210		

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

On the 1st October 2010, a management meeting with Senekane Community Council in the district of Berea was held and a brief on Centres of Excellence for Gender Mainstreaming in Local Government was given through a presentation to the Chairperson of the council and administrative staff on behalf of the Community Council Secretary. The Chairperson of the council later on agreed to the process and promised to get back to other members of the council so that a total buy-in could be obtained.

Access to conduct a situation analysis obtained?

Access to conduct the situation analysis was given and this was done on the same day.

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

`Maitumeleng Mobi (Ms.), on behalf of the Community Council Secretary (CCS) is the key contact person in this process.

Annex B: Work plan

Senekane Community Council	STAGE	DATE
	Stage 2 Situational Analysis	1 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.