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## **MCA NAMIBIA BOARD ORDINARY MEETING**

### **MCA-NB/OM6/13.08.09**

**DATE:** 13 August 2009  
**TIME:** 07h30 – 12h00  
**VENUE:** Fürstenhof, Windhoek, Namibia

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#### **ABBREVIATIONS**

AG	Attorney General
CEO	Chief Executive Officer
CIF	Compact Implementation Funding
DRFN	Desert Research Foundation of Namibia
DG	Director General
GRN	Government of the Republic of Namibia
GNT	MCA GRN Senior Government Officials Negotiating Team
MAWF	Ministry of Agriculture, Water and Forestry
MCA-N	Millennium Challenge Account Namibia
MCA-NB	MCA Namibia Board
MCC	Millennium Challenge Corporation
MoF	Ministry of Finance
MoHSS	Ministry of Health & Social Services
MRLGHRD	Ministry of Regional & Local Government, Housing & Rural Development
MoE	Ministry of Education
MET	Ministry of Environment & Tourism
MLR	Ministry of Lands & Resettlement
MTI	Ministry of Trade & Industry
MWT	Ministry of Works & Transport
M&E	Monitoring and Evaluation
NCCI	Namibia Chamber of Commerce & Industry
NPC	National Planning Commission
PS	Permanent Secretary

#### **PRESENT**

**MCA Namibia Board Members/Mandated Government Board Members**

Hon. Jerry Ekandjo – Minister MRLGH

Hon. Paul Smit -Deputy Minister MWT  
Hon. Tjekero Tweya – Deputy Minister MoF  
Hon. Isak Katali – Deputy Minister MAWF

**MCA Namibia Board Members/Other Board Members**

Mr. Sem Shikongo – Director: Tourism, MET  
Mr. Justin Ellis – Education Expert  
Dr. Mary Seely – Associate, DRFN  
Ms. Inge Zaamwani-Kamwi – CEO, Namdeb  
Mr. Alpheus Muheua – Deputy Director: Industrial Relations, PSM  
Ms. Jackie Asheeke – CEO, FENATA  
Ms. Maggy Nghatanga – Director: Primary Health Care, MoHSS

**MCA Namibia Staff**

Ms. Penny Akwenye – MCA-N CEO  
Drs. Eline van der Linden – MCA-N Deputy CEO: Programme Implementation  
Ms. Leezhel van Wyk – MCA-N Legal Advisor  
Dr. Helmke Sartorius von Bach – MCA-N Director: Agriculture  
Mr. Alick Kawerama – MCA-N Director: Finance and Administration  
Mr. Johann Botha – MCA-N Director: Procurement  
Mr. Nick Hibbert – MCA-N Director: Infrastructure  
Ms. Rosa Hamukuaja-Thobias – MCA-N Manager: Public Outreach

**MCC Staff**

Dr. John Wingle – MCC Resident Country Director  
Mr. Oliver Pierson – MCC Resident Country Deputy Director

**Invited Presenter**

Mr. Hannu Shipena – Under-Secretary MLR, Directorate Land Reform

**ABSENT WITH APOLOGIES**

**MCA Namibia Board Members**

Hon. Peter H. Katjavivi – Director General NPC, Chairperson of MCA-NB  
Hon. Dr. Hage Geingob – MTI  
Hon. Saara Kuugongelwa-Amadhila – MoF  
Hon. Helmut Angula – Minister MWTC  
Hon. John Mutorwa – Minister MAWF

	<b>SUBJECT MATTER</b>	<b>RESPONSIBLE PERSON</b>
<b>1</b>	<b>CONSTITUTION OF THE MEETING</b>	

<b>1.1</b>	<b>Quorum and Confirmation of Notice</b> The presence of a quorum was declared in terms of the National Planning Commission Act, Act 15 of 1994, requiring the presence of at least 4 mandated Government Board members and at least 4 non-ex officio members. The meeting was duly constituted and therefore decisions taken are valid. Due notice has been observed.	
<b>1.2</b>	<b>The Secretary to the MCA-NB</b> Ms. Van Wyk, MCA-N Legal Advisor, served as Secretary to the MCA-NB.	
<b>1.3</b>	<b>Additions to the Agenda and Adoption of the Agenda</b> None.	
<b>2</b>	<b>DECLARATION OF INTEREST</b>	
<b>2.1</b>	<b>Declaration of interest by the Directors in the affairs of the MCA</b> No declarations were made in the meeting, and Mrs. Van Wyk confirmed that no declarations were made in the period between Board Meetings.	
<b>2.2</b>	<b>Declaration of interest by those present on any item on the Agenda.</b> No declarations of interest were made in this meeting on any item on the Agenda.	
<b>3.</b>	<b>LEGAL AND SECRETARIAL</b>	
<b>3.1</b>	<b>Noting of written resolutions</b> No written resolutions were circulated and approved since the last MCA-NB meeting.	
<b>3.2</b>	<b>Motions of the day</b>	
<b>3.2.1</b>	<b>Amendment of Round Robin Procedures - MCA-NB/OM06/13.08.09/RES1</b>  The MCA-NB approved a proposal to amend the current section 3.11(b)(iv) of Schedule 3 of the Programme Implementation Agreement to read as follows:  (iv) <u>Decisions without a meeting.</u> Urgent decisions may be taken by the Board without a formal meeting if (a) a written draft resolution is circulated to all members of the Board at least three (3) working days prior to the requested date for action without a meeting and (b) a quorum of the Board as specified in Section 3.11(b)(ii) above provides consent in writing to the resolution. Prompt notice of the taking of such action pursuant to this clause (iv) shall be given to all members of the Board who did not consent in writing to the action.	
<b>3.2.3</b>	<b>Amendment No 1 to Procurement Plan for the period 1 May 2009 to 31 October 2009 - MCA-NB/OM06/13.08.09/RES2</b>  The MCA-NB approved Amendment No 1 to the Procurement Plan amending the following items:	

	<p>a) Introduce an additional line item P6.5.20 to include the value of US\$ 25 000 for Group Accident Insurance for MCA-N personnel for a period of 12 Months. This item will be procured by the Limited Bidding (LB) method.</p> <p>b) Introduce an additional line-item P6.5.21 to the value of US\$ 5 000 for short term appointments of external lawyers for consultations and legal opinions required by the MCA-N Internal Legal Advisor. Any individual appointment will not exceed US\$2 000, and these services will be procured through the Single Source Selection (SSS) method.</p> <p>c) Increase the value of line-item P6.6.18., Office Upgrades, to US\$ 20 000. The works required as part of this increase will be procured through the Shopping (S) selection method, which was originally applied to this line-item.</p>	
<b>7.2.4</b>	<p><b>Amendment No 2 of the Procurement Plan for the period 1 May 2009 to 31 October 2009. MCA-NB/0M06/13.08.09/RES3</b></p> <p>a) The MCA-NB approved Amendment 2 of the Procurement Plan amending the line-item P.1.1.1a, to increase the cost of the Design, Environmental Assessment and Contract Supervision for the Upgrading of 47 Schools, from US\$ 5 775 732 to US\$ 7 202 343. (Amount as per the Procurement Plan, does not include VAT).</p> <p>b) The MCA-NB did not approve the motion of amending the Procurement Plan to increase the value of line-item P1.3.1a, Textbook Baseline Study, from US\$ 205 720 to US\$ 250 894. The minimum voting majority as stipulated in Section 3.11 (b)(iii) of the By-laws could not be obtained to carry this motion.</p>	
<b>3.2.5</b>	<p><b>Contract Award for Textbook Baseline Study</b></p> <p><b>MCA-NB/0M06/13.08.09/MOTION 4</b></p> <p>The MCA-NB did not approve a motion to award an Agreement between MCA-N and SIAPAC/GOPA for the provision of Consultant Services to MCA -N for the Textbook Baseline Study, at a total cost of <u>US\$1,057,444.00</u>. The minimum voting majority as stipulated in Section 3.11 (b)(iii) of the By-laws could not be obtained to carry this motion.</p>	
<b>3.2.6</b>	<p><b>Contract Award for the Design, Environmental Assessment and Contract Supervision for the Upgrading of 47 Schools –</b></p> <p><b>MCA-NB/0M06/13.08.09/RES4</b></p>	

	<p>The MCA- NB approved an award of a contract for Consultant Services to Omugongo Joint Venture for the Design, Environmental Assessment and Contract Supervision for the Upgrading of 47 Schools in the amount of US\$ 8 282 685 (VAT inclusive).</p> <p>The total cost in Namibia Dollars is N\$ 63 824 019-24.</p>	
<b>3.2.7</b>	<p><b>Contract Award for an Individual Consultant Service: Change Management Advisor</b></p> <p><b>MCA-NB/0M06/13.08.09/RES5</b></p> <p>The MCA-NB approved an award of a contract to an Individual Consultant, Mr Roger F.H. Collinson, as Change Management Advisor for the Etosha National Park.</p>	
<b>3.2.8</b>	<p><b>Contract Award for Consultant Services: Conservancy Needs Assessment</b></p> <p><b>MCA-NB/0M06/13.08.09/RES6</b></p> <p>The MCA-NB approved a contract award between MCA-N and ARD Incorporated for the provision of Consultant Services to MCA-N for the performance of a Conservancy Needs Assessment in the amount of US\$ 522,400.</p>	
<b>5.</b>	<p><b>CLOSING OF THE MEETING</b></p> <p>There being no other business, the Chairperson closed the meeting thanking all participants for their contributions.</p>	
<b>6.</b>	<p><b>DATE OF NEXT MEETING</b></p> <p>28 September 2009</p>	

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**CONFIRMED BY THE CHAIRMAN**

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**DATE**