

- Personal particulars
- Acceptance of gifts, commission, money or reward
- Confidential nature of parliamentary papers
- Missing staff
- Parliamentary precincts and facilities
- Parliamentary security
- Flying of flags on parliamentary buildings
- Exhibitions, posters, notices and pamphlets
- Smoking in parliamentary complex
- Media accreditation
- Library service
- Funding of committee activities
- Retirement dispensation
- Goods and services



CORE OBJECTIVES OF PARLIAMENT

Core Objectives for Parliament	Main Tasks of Committee	Activities
1. Pass legislation	Process legislation	<ul style="list-style-type: none"> • Briefings by Departments • Conduct public hearings • Research conducted • Committee deliberations • Formal consideration (vote) • Table report
2. Oversee and scrutinise executive action	Conduct oversight	<ul style="list-style-type: none"> • Scrutinise Strategic Plans, Pres speech, Min speech, Gov Fiscal review, Policy doc's • Scrutinise ENE/ MTEF/ budget allocations • Scrutinise briefings and reports • Scrutinise Annual Reports • Conduct site visits
3. Facilitate public participation and involvement	Facilitate public participation	<ul style="list-style-type: none"> • Public participation meetings • Conduct public hearings
4. Facilitate co-operative government	Facilitate co-operative government	<ul style="list-style-type: none"> • Approve international agreements • Appoint public office bearers • Discharge of statutory functions
5. Facilitate international participation	Facilitate international participation	<ul style="list-style-type: none"> •

9. Main Tasks for the Portfolio Committee on Education

Main Tasks	Activities	Outputs	KPI	Time Frame
<p>1. Process legislation (x5 Bills)</p> <ul style="list-style-type: none"> Section 74 Bills Section 75 Bills Section 76 Bills Section 77 Bills 	<ul style="list-style-type: none"> • Amend legislation <p><i>Actions</i></p> <ul style="list-style-type: none"> Briefings by Departments Research conducted Committee deliberation Formal consideration (vote) • Conduct public hearings <p><i>Actions</i></p> <ul style="list-style-type: none"> Advertisements Information materials Accommodation Transport Report on inputs (research service) • Table reports <p><i>Actions</i></p> <ul style="list-style-type: none"> Drafting of report Tabling of report 	<ul style="list-style-type: none"> 1. Legislation amended 2. Public hearings conducted 3. Reports tabled 	<p style="text-align: center;">↑</p> <p style="text-align: center;">↓</p>	

Main Tasks

Activities

Outputs

KPI

Time Frame

Main Tasks	Activities	Outputs	KPI	Time Frame
<p>2. Conduct oversight</p> <p>Questions in plenary Annual Reports Briefings & reports Budget process Site visits</p>	<ul style="list-style-type: none"> • Scrutinise Strategic Plans, Pres speech, Min speech, Gov Fiscal review, Policy doc's <p><i>Actions</i> Briefing on Strategic Plan Analyse plans etc Formulate programme & themes Drafting of schedule Tabling of report</p> <ul style="list-style-type: none"> • Scrutinise ENE/ MTEF/ budget allocations <p><i>Actions</i> Briefings Analyse budget Formulate recommendations Drafting of report Tabling of report</p> <ul style="list-style-type: none"> • Scrutinise briefings and reports <p><i>Actions</i> Briefings Analyse information Formulate recommendations Drafting of report Tabling of report</p>	<p>4. Strategic Plans scrutinised</p> <p>5. Budget allocation scrutinised</p> <p>6. Briefings and reports scrutinised</p>		



Main Tasks	Activities	Outputs	KPI	Time Frame
	<ul style="list-style-type: none"> • Scrutinise Annual Reports <p><i>Actions</i> Briefings Analyse report Formulate recommendations Drafting of report Tabling of report</p> <ul style="list-style-type: none"> • Conduct site visits <p><i>Actions</i> Arrange visit Conduct visit Drafting of report Tabling of report</p>	<p>7. Annual Reports scrutinised</p> <p>8. Site visits conducted</p>		
3. Facilitate public participation and involvement	<ul style="list-style-type: none"> • Public participation meetings • Conduct public hearings <p><i>Actions</i> Advertisement Event/meeting Accommodation Transport Report</p>	9. Public hearing conducted		

Main Tasks	Activities	Outputs	KPI	Time Frame
<p>4. Facilitate co-operative government</p> <p>Approving international agreements Appointment of public office bearers Discharge of certain statutory functions</p>	<ul style="list-style-type: none"> • Approve international agreements <p><i>Actions</i> Briefing Analyse information Recommendation Tabling of report</p> • Appoint public office bearers <p><i>Actions</i> Advertisement Interviews Recommendation Tabling of report</p> • Discharge of statutory functions <p><i>Actions</i> Recommendation Tabling of report</p> 	<p>10. International agreements</p> <p>11. Public office bearers</p> <p>12. Statutory functions discharged</p>		

Main Tasks	Activities	Outputs	KPI	Time Frame
5. Facilitate international participation Pan-African Parliament SADC PF CPA IPU ACP-EU Others	<ul style="list-style-type: none"> • 	13.	↓ ↓	

Key Objectives	Activities	Outputs	KPI	Time Frame
1. Strengthen the role of the Parliament in the development of the continent	<ul style="list-style-type: none"> • • 			
2. Strengthen the role of the Parliament in the development of the continent	<ul style="list-style-type: none"> • Training programmes • Conferences • Study tour • Workshops 		↓ ↓	

10. Key Objectives for the Portfolio Committee on Education



10. Key Objectives for the Portfolio Committee on Education

Key Objectives	Activities	Outputs	KPI	Time Frame
1. Training and empowerment of Committee Members	<ul style="list-style-type: none"> • Workshops • Study tour • Conference • Training programmes 			
2. Independent mechanism for oversight/ and oversight information	<ul style="list-style-type: none"> • 			
3.	<ul style="list-style-type: none"> • 			
4.	<ul style="list-style-type: none"> • 			