

Meeting Minutes - [15th PSD Project Management Meeting]

Location: MOTT, Zimbabwe Building Conference Room

Date: 20th January, 2016

Time: 14:30hrs

Attendance

1. Clement Phangaphanga

2. Mark Mehrlaender

3. Titus Kavalo

4. Mayeso Msokela

5. Margret Sauzande

6. Chipso Kachiwala

Apologies

1. Charity Musonzo

2. Silas Sindi

Action Items/ Updates

No.	Item Description	Responsible	Remarks
1.	Industrial Policy	Industry Department	<ul style="list-style-type: none"> • Policy was presented at the cabinet committee and few comments were made both to the policy and the cabinet paper. • Minister is expected to present the cabinet paper again to the cabinet committee with the few amendments
2.	Industrial Rebates	Ministry of Industry and Trade	<ul style="list-style-type: none"> • The implementation of the Industrial Rebate Scheme awaits the ongoing comprehensive tax review DFID has funded
3.	Trade Policy	Trade Department	<ul style="list-style-type: none"> • Policy has been approved by the cabinet

			committee and will soon be presented to the full cabinet.
4.	Business Licensing	Trade Department	<ul style="list-style-type: none"> The exercise is ongoing and there are 10 outstanding districts still to receive their information events. The Department is planning to start having radio jingles as to disseminate information
5.	EPZ Regulations	Industry Department	<ul style="list-style-type: none"> UNDP to engage a consultant to finalize the review of the EPZ regulations
6.	Supplier Development Programme	Industry Department	<ul style="list-style-type: none"> Concept note of the programme has been approved by the UNDP Africa Facility in Addis Ababa (AFIM) Meeting agreed to present the concept note to potential funders to mobilize resources to support the implementation of the programme
7.	Industrial Database	Industry Department	<ul style="list-style-type: none"> The activity is ongoing and so far data from 10 companies has been collected The department is still waiting to collect 8 questionnaires from companies The only challenge is that the fuel allocated for the activity is finished.
8.	Buy Malawi Campaign	Trade Department	<ul style="list-style-type: none"> Ministry to communicate the date for the launch of the Buy Malawi Strategy Printing of the strategy to be done
9.	Industrial Incentives	Industry Department	<ul style="list-style-type: none"> It was reported that the individuals who have applied for the consultancy, both local and international, don't qualify for the job. UNDP has now opted for engage a consultant firm as opposed to individuals
10.	Manufacturing Prioritized Product Cluster	UNDP	<ul style="list-style-type: none"> The meeting was informed that the MoIT prefers to training its officials as opposed to employing a Technical Advisor for the Manufacturing TWG

11.	Preparations for PSD Steering Committee Meeting	MOIT/UNDP	<ul style="list-style-type: none"> UNDP communicated that the PSD Steering Committee meeting will be in March 2016 as per events and reporting calendar.
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A.O.B

1. The meeting was reminded to submit a prioritized quarterly work plan to UNDP by January 26, 2016

2. The PSD Project will soon be audited and as such secretariat should be prepared



Clement Phangaphanga
Chairperson, MoIT



Mark Mehraender
UNDP