

THE GOVERNMENT OF THE UNITED REPUBLIC OF TANZANIA

PARLIAMENT OF TANZANIA

LEGISLATURE SUPPORT PROJECT 2011-2015



ANNUAL REPORT OF THE ACTIVITIES IMPLEMENTED

JANUARY- DECEMBER 2013

OFFICE OF THE NATIONAL ASSEMBLY

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DODOMA,

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Introduction

The Legislatures Support Project (LSP) contributes to the United Nations Development Assistance Plan (UNDAP) outcome 7 in which “key institutions effectively implement their election and political functions” to better fulfill their representative, legislative and oversight responsibilities, and effectively oversee the monitoring and evaluation of the Poverty Reduction Strategies”.

It provides support to the National Assembly (NA) and the Zanzibar House of Representatives (House). The project is informed by the National Framework on Good Governance, Vision 2015 (Union) and Vision 2020 (Zanzibar), the Poverty Reduction Strategies (MKUKUTA and MKUZA) and the Five-year Development Plan (2011-2016). The activities target members of the two legislatures (Members), Parliamentary Committees, and the Secretariats.

The project builds on achievements of the legislatures themselves and earlier parliamentary support undertaken by UNDP and donor partners. The project uses the National Implementation Modality and is managed by the National Project Director (Clerks) and Project Boards in both legislatures.

In October 2012, the project received external project support in the form of a Technical Advisor, Technical Specialist (based in Zanzibar) and a Monitoring & Evaluation Specialist as well as a Zanzibar-based United Nations Volunteer (UNV). Both legislatures have provided premises to the LSP technical teams (in Dodoma and Zanzibar).



Summary of overall progress against expected outcome results

This annual report on the activities and outputs under the LSP highlights the main achievements in the agreed areas of prioritization specified in the Project Document and approved by the LSP National Assembly Project Board in April 2013. The annual report builds on the quarterly reports and the various comments and feedback thereon by, among others, National Assembly Leadership, MPs, Secretariat, development partners and UNDP's senior management.

During the period under review, the Project Board approved annual work plans which, *inter alia*, incorporated the findings and recommendations of the April 2013 Baseline Needs Assessment validated and approved by the National Assembly, and ensured that the project is in line with the identified gaps and needs of the National Assembly. There have been a number of progress and results highlights including:

1. Improved, timely and comprehensive programme and financial reporting
2. Revision of the Monitoring and Evaluation Framework based on lessons learned from the first phase of implementation
3. Completion of the Baseline Analysis and Needs Assessment
4. Revision of the Project Results Framework to respond to the identified gaps and needs (2013 Baseline Needs Assessment)
5. Implementation of at least 90% of planned activities
6. Capacity Development for Oversight Committees including on budget scrutiny
7. Substantial support to the National Assembly on the new budget cycle
8. Provision of research assistance and expertise to Parliamentary Committees
9. Strengthened transparency and engagement with CSOs
10. Improved knowledge and application of gender analysis skills in legislative and budget processes (especially among women Representatives) (this is more prominent among female Representatives than it is among their male counterparts)
11. Support to the Tanzania Parliament Friends of Environment (TAPAFE) to become a parliamentary caucus with membership in the Climate Parliament International initiative
12. Familiarisation of Members with the legal framework governing the Union's constitution-making process and various constitution models in readiness for their role as members of the Constituent Assembly.
13. Over 90% project budget expenditure (NA)
14. Participation in project activities by both staff (80%) and Members (90%)

ACTIVITIES IMPLEMENTED BETWEEN JANUARY - DECEMBER, 2013

- *Research Activity on Widening Tax Base in Tanzania (Committee of Finance and Economic Affairs)February-March, Dar- Es Salaam February to April, 2013*
- *Training Workshop on Leadership, Management, Parliamentary Skills and Concept of Strategic Plan, MTEF and OPRAS, February-March, Dar- Es Salaam*
- *Training Course of Financial Management for Senior Officers 18 February to 8 March, 2013, Manzini, Swaziland*
- *Training Course on Strategic Plan, Action Plan and concept of OPRAS 24th February – 9 March, 2013, Morogoro*
- *Development of Communication Strategy of Parliament of Tanzania March, Dar- Es Salaam*
- *Discussions on Public Hearing Concept and Development of Public Hearing Manual, Assessment and Study of the Best Practices Applicable for Parliament of Tanzania March, Dar- Es Salaam*
- *Discussions on Challenges Facing Parliament Website, ICT and Revamp of Parliament Website March, 2013, Dar- Es Salaam*
- *Workshop on Fiscal & Monetary Policies, Effective Budget Supervision and Challenges Facing Budget Implementations and Tax Collection in Tanzania 20-23 March, 2013, Dar- Es Salaam*
- *Workshop on Strategies and Mechanisms on How to Improve Laws Enforcement in Tanzania March, 2013, Dar- Es Salaam*
- *Understanding Reasons and Causes of Poverty in Tanzania and Poverty Reduction Strategies March, 2013, Dar- Es Salaam*
- *Skills and Techniques in Preparing Private Members Motions and Bills Workshop March, 2013, Dar- Es Salaam*
- *Challenges Facing the Anti-Corruption Laws in Tanzania April, 2013, Dar- Es Salaam*
- *Situation Analysis on Health Issues in Tanzania April, 2013, Dar- Es Salaam*
- *Round Table and Presentation of Study on Human and Political Rights of Women in Tanzania 6 April, 2013, Dar- Es Salaam*
- *Development and Publication of Materials on Parliamentary Activities on Functions of Parliament, Procedures to visit Parliament, Parliament Newsletter, Bunge News, Memoranda of the Parliament Budget 2013/14 March-April, 2013, Dar- Es Salaam*

- *NA Meeting with CSOs on Challenges Facing People with Disabilities in Tanzania and their Solutions 13 April, Dodoma*
- *Finalization and Presentation of Capacity Building Need Assessment and Annual Work Plan April-May, 2013, Dodoma*
- *Project Administration, Monitoring and Evaluation January-April, 2013, Dar- Es Salaam*
- *Workshop on Climate Change: National and International policies and projects in mitigating climate change, its challenges and solutions 5 May, 2013, Dodoma*
- *Development of Communication Strategy and Implementation Plan 7 May, 2013, Dodoma*
- *Workshop on Fiscal and Monetary Policies, Effective Budget Supervision and Challenges Facing Budget Implementation and Tax Collection in Tanzania May, 2013, Dodoma*
- *Workshop on Understanding Social and Economic Policies, Economic Growth and Economic Development Challenges and Solutions 23 May, 2013, Dodoma*
- *Workshop on Financial and Projects Management 26 May, 2013, Dodoma*
- *Workshop on Public Expenditure Tracking and Value for Money 2 June, 2013, Dodoma*
- *Round Table Discussion and Development of Modality to have a Formal Protocols with Research Institutions and Academic Institutions which will cooperate with Parliament to do Parliamentary Research Activities June, 2013, Dodoma*
- *Capacity Building for Members of Budget Committee, PAC, LAAC and APNAC in Fighting Corruption in Tanzania 7 June, 2013, Dodoma*
- *Workshop on Parliamentary Reporting for Journalists 8 June, 2013, Dodoma*
- *Round Table Discussion on Functions and Operations of the Budget Committee 9 June, 2013, Dodoma*
- *Round Table Discussion on How the Parliament can Interact with Civil Society to enhance Effectiveness of the Parliamentary Functions 10 June, 2013*
- *Introductory and Basics of ICT Training Course for Members of Parliament 6- 16 June, 2013, University of Dar- Es Salaam Computing Centre Dodoma Branch, Dodoma*
- *A Review of Selected Recurrent Budget (Expenditure) for 2012/2013 and 2013/2014 Years for Ministry Department and Agencies and Local Government Authorities 14- 15 June, 2013, Dodoma*

- *Advance Computer Training Course for Members of Parliament Training Course 17- 26 June, 2013, University of Dar- Es Salaam Computing Center Dodoma Branch, 2013, Dodoma*
- *Capacity Building to Monitoring and Evaluation Team 19 June, 2013, Dodoma*
- *Capacity Building on ICT Overview and Presentation of the Certificates 26 June, 2013, Dodoma*
- *Advance Computer Training Course for Parliamentary Staff 7-20 July, 2013, University of Dar- Es Salaam Computing Center, Dar- Es Salaam*
- *Capacity Building for Members of Parliamentary Services Commission 29-30 July, 2013, Dar-Es Salaam*
- *Workshop on Discussion of the International Protocols, Conventions and Ratification Process September, 2013, Dodoma.*
- *Workshop on General Budget Support for Members of the Budget Committee and Staff 10 September, 2013, Dar- Es Salaam*
- *Round Table Discussion on Parliamentary Public Hearing Guidelines 11 September, 2013, Dar- Es Salaam*
- *Workshop for staff on Legislative Process on Passing Draft Constitution 25-26 September, 2013, Dar- Es Salaam*
- *Workshop on Legislative Process on Passing Constitutional Draft During Constitutional Assembly organized for Members of Parliament and Staff 17 October, 2013, Dar- Es Salaam*
- *Workshop on Effective Parliamentary Reporting for Journalists 27 September, 2013, Dar- Es Salaam*
- *Training Course on EPICOR 9 for Parliamentary Staff from 30 September to 5 November, 2013, Soft Tech Consultant Ltd, Dar- Es Salaam*
- *Workshop on Financial Management and Watchdog Parliamentary Committees Reporting Organized for Members of Parliament and Staff October, 2013, Dar- Es Salaam.*
- *Workshop on Effective Opposition and the Roles of Shadow Ministers on Legislative Process and Oversight Functions December, 2013, Dodoma*
- *The Workshop on the Status of Implementation of MKUKUTA, MDGs and Concept of Big Results Now December, 2013, Dodoma*

Summary of major activities complementing the planned outcomes

The following reports highlight the details and modalities of each activity implementation, including key outcomes, beneficiary Committees and Departments, resource persons, experts, , and relevant statistics. Furthermore, the narrative reports on training courses also specify the partner institution, beneficiary, training modality and recommendations.

Outcome 1: Legislators Deal Effectively With Government Bills and Initiate New Bills

Major achievements

- *A noticeable increase in quantity and quality of members contributions to marking up of Government Bills*
- *Increased number of private members motions, tabled, discussed and approved in the House*
- *Improved legislative processes by increasing CSOs involvements, provision of relevant researches, information and development of relevant mechanisms to ensure legislative community involvement*

WORKSHOP ON PUBLIC HEARING CONCEPT, ASSESMENT AND STUDY OF THE BEST PRACTICES APPLICABLE FOR PARLIAMENT OF TANZANIA 2 MARCH, 2013, DAR ES SALAAM

During this workshop, participants considered and discussed public hearing concepts, assessments and best practices applicable for the Parliament of Tanzania. The workshop was attended by 30 parliamentary staff from different departments and it was chaired by Mr. Lawrence R Makigi, Principal Clerk Assistant. The resource person was Mr. Athman Hussein Assistant Director Committee Department.

Key results

- The participants agreed on the importance of public hearings in the legislative process recognizing the affect of public involvement on the quality of legislation.
- The Parliamentary staff task force was formed to develop public hearing guidelines
- The challenges facing public hearing in Parliament of Tanzania were identified and solutions suggested
- The first draft of the public hearing guideline/manual drafted and circulated for revision

Recommendations from participants

- after finalization of the public hearing guidelines/manual, the relevant provisions should be done in the standing orders in order to give powers for implementation .i.e. becoming a functional document

- future workshops on the concept of public hearing and involving members of Parliament and Parliament management. They also proposed a study visit to other Parliaments to learn best practices on public hearing
- highlighted the importance of preparing public hearings at constituency level to empower the constituents and ensure quality legislation.

WORKSHOP ON STRATEGIES AND MECHANISMS ON HOW TO IMPROVE LAWS ENFORCEMENT IN TANZANIA 22ND MARCH, 2013, DAR ES SALAAM

This workshop discussed strategies and mechanisms on how to improve law enforcement in Tanzania. It was attended by 150 Members of Parliament, out of which 90 were men and 60 were women from four Parliamentary Committees, namely; Constitutional, Legal and Administration Affairs, Local Authorities Accounts, Public Accounts and Economic, Trade and Industries. In total the workshop attended by, A further 55 Members of Staff attended as well as 15 journalists from different media houses. The Chairperson of the workshop was Hon. Pindi Hazara Chana, Member of the Parliament and Chairperson for Constitutional, Legal and Administration Committee.

- *Strategies and mechanisms to be used by Government on How to Improve Laws Enforcement in Tanzania presented by Mr. Anselm Daniel Mwampoma, Assistant Director and Head of Trans-National Specialized Crimes Section in the Ministry of Legal and Constitutional Affairs.*
- *Strategies and Mechanisms to be Used by Government, Parliament, Civil Societies and Public in General on How to Improve Laws Enforcement in Tanzania presented by Mr. Harold Sungusia from the Legal and Human Rights Center.*

Key results

- Members of Parliament and Staff improved their understanding on various mechanisms used for law enforcement in Tanzania
- Members of Parliament vowed to move an amendment to the Law that empowers a Director of Public Prosecution to enter a *nolle prosequi unabated*.

Recommendations for participants

- to review laws that empower the Director of Public Prosecution as well as introduce various mechanisms to be used in the law enforcements in the legislative draft.
- requested the LSP Project Ccoordinator and Parliament Management to organize a workshop on how to improve law enforcement in Tanzania to all members of Parliament.
- agreed that during the legislative process there is a need for MPs to elaborate more on machinery and structures in each bill presented in order to improve law enforcement.

- requested the Government and Parliament to set strategies and programmes to improve legal education in the country

WORKSHOP ON SKILLS AND TECHNIQUES USED IN PREPARING PRIVATE MEMBERS MOTIONS AND BILLS 24, MARCH 2013, DAR ES SALAAM

The workshop discussed appropriate skills and techniques required by MPs and staff during the preparation of private motions and bills. The workshop was attended by the Constitutional, Legal and Administration Committee, Budget Committee, Social Services Committee, Local Authorities Account Committee and Economic Investments, and Trade Committee. The meeting was chaired by Hon. Dr. Pindi Chana, Chairperson of the Constitutional, Legal and Administration Committee. The following topics were presented.

- *Skills and techniques used in preparing private members motion and bills, challenges and solutions presented by Mr. Theonist Ruhilabake, Assistant Director Parliamentary Committee.*
- *Skills and techniques used to prepare private members motions and bills presented by Mr. George Francis Mlawa, Former Clerk of the National Assembly of Tanzania.*

Key Results

- The knowledge and skills on how to initiate private members motions and bills for the MPs and staff were enhanced
- The Participants discussed the challenges facing the process of Preparing Private Members Bills and Motions and committed to find solutions

Recommendations from the Participants

- continue capacitating MPs and staff with relevant skills and techniques on how to prepare private members bills and motions for all members of Parliament
- the Parliament Management to strengthen the Legal Counsel Department by employing more staff and training them
- agreed that there is a need for the Parliamentary Staff to explore why the private motions are so problematic in African Parliaments
- agreed to apply to NA leadership to organize a meeting between Presiding Officers, Parliamentary Officers and the government to discuss in detail the process of preparing and passing Bills and Motions

**WORKSHOP ON CLIMATE CHANGE ORGANISED FOR MEMBERS OF PARLIAMENT AND STAFF
5TH MAY, 2013, DODOMA**

This workshop discussed issues related to climate change in Tanzania. It was attended by six Parliamentary Committees; Lands, Natural Resources and Environment, Agriculture, Livestock and Water, Economic Infrastructure, Constitution, Legal Affairs and Governance, Community Development and Social Services. The workshop was attended by 128 Members of Parliament, out of which 90 were men and 38 were women. It was also attended by 40 Members of Staff and 15 Journalists from different media. The Chairperson of the workshop was Hon. James Lembeli, (MP). who is also a Chairperson for Lands, Natural Resources and Environment Committee, The topics that were presented were:

- *Climate Change national and international policies and projects and the roles of Civil Society Organization, private sector and public in general in mitigating climate change, its challenges and solutions presented by Mr. Michael R. Cleophas, Executive Secretary, ENVIROCOMET (ECOT)*
- *Climate Change, effects and national policies and projects in mitigating climate Change in Tanzania presented by Dr. Julius Njingu from Vice President's Office*
- *Energy Problem- What can government /parliamentarians do? Presented by Dr. Wilson Matekenya, Regional Director : Sub-Saharan Africa Climate Parliament*

Key results

- The participant's knowledge and skills on climate change, national and international policies strategies and projects were enhanced
- The level of understanding on the relationship between poverty and climate change to MPs, Staff and journalists was enhanced.
- The participants understanding of the roles of civil society, private and public sector in mitigating climate change and its challenges and solution were enhanced.
- The participants knowledge and skills in renewable energy clean technologies were enhanced
- More than ten MPs signed to the "Climate Parliament international network".

Recommendations from the Workshop

- MPs recommended that the government encourage the use of alternative source of energy such as coal biogas, solar power and natural gas to reduce the total depending on the use of fire woods which one the cause for environmental degradation.
- MPs recommended the government to prohibit importation of refrigerators and other equipment that are detrimental to the ozone layer owing to the emission of greenhouse gases.

- MPs recommended to share experience with local councilors and establish channels of communication.

CAPACITY BUILDING FOR MEMBERS OF PARLIAMENTARY SERVICES COMMISSION ON ENHANCING THE EFFECTIVENESS OF THE PARLIAMENTARY SERVICE COMMISSION 29-30 JULY, 2013, DAR-ES SALAAM

This workshop was organized for 9 members of the Parliamentary Services Commission and 10 Senior Parliamentary Officials. The Chairperson of the workshop was Hon. Anne S. Makinda, MP, Speaker of the National Assembly and Chairperson of the Parliamentary Service Commission. The topics that were presented were:

- *The Roles and Management of the Parliamentary Service Commission as an Oversight Body by Mrs. Caroline Mdundo from Institute of Management and Consultancy*
- *The Leadership and Strategic Oversight Function by Dr. Richard M. Kavura from Institute of Management and Consultancy*
- *The Financial Oversight Function of the Parliamentary Service Commission by Mrs. Caroline Mdundo from Institute of Management and Consultancy*
- *The Oversight Functions of the Parliamentary Service Commission in Human Resource Management by Dr. Richard M. Kavura from Institute of Management and Consultancy.*
- *The Oversight Functions of the Parliamentary Service Commission in Ethics Management by Mrs. Caroline Mdundo from Institute of Management and Consultancy*

Key results

- The participant's knowledge on the Roles of the Parliamentary Service Commission in Management and Oversight Body were enhanced.
- The participant's knowledge on Leadership and Strategic Oversight Function were enhanced.
- The participant's knowledge on challenges Facing Parliamentary Service Commission in Leadership, Management and Oversight Function and their solutions were enhanced.
- The participants knowledge on the Financial Oversight Function, Human Resource and Ethics Management were enhanced

Recommendations.

- *organize more training on enhancing the Effectiveness of the Parliamentary Services Commission and also invite Members from Service Commission from other Pillars (Judiciary and Executive).*
- *establish a Code of Ethics for Members of Parliament and Staff as soon as possible*

- *establish a database of the various matters related to Parliamentary Service Commission which should be shared when a new Parliamentary Service Commission is established*
- *more involvement of the MPs and Staff in understanding the Strategic Plan of the Parliament in all stages and discuss in detail challenges facing the implementation of Strategic Plan and corresponding solutions.need for all Departments and Units of the Parliament to start presenting the reports to the Parliamentary Service Commission*
- *prepare training plan which will be based on the Comprehensive Training Need Assessment*
- *need for the Parliament to involve independent experts organize training on integrity at the beginning of the term of the Parliament*
- *need for the Parliament to start organize retreat to discuss various issues related to the work of Parliament and the country in general.*

REPORT OF THE WORKSHOP ON DISCUSSION ON INTERNATIONAL COMMITMENTS, CONVENTIONS AND RATIFICATION PROCESS 1 SEPTEMBER, 2013, DODOMA

This workshop discussed international commitments, conventions and ratification. It was attended by six Parliamentary Committees; Foreign Affairs and International Cooperation, Social Affairs, Constitutional, Legal and Administration Affairs, Community Development, Defense and Security and Economic, Trade and Industries. In total the workshop was attended by 140 Members of Parliament, out of which 95 were men and 45 were women. It was also attended by 56 Members of Staff and 15 Journalists from different media. The Chairperson of the workshop was Hon. Edward Ngoyai Lowassa, Member of the Parliament who is also a Chairperson for Foreign Affairs and International Cooperation Committee.

The topics that were presented were:

- *The Role of Economic Diplomacy in strengthening International Cooperation by Mwl. Christian H. Gama, from Centre for Foreign Relations, Dar- es Salaam.*
- *The Process of Ratification of International Treaties and Protocols, Domestication and Challenges Facing the Process and their solutions by Mr. Michael J. Kamba, Director of Contracts and treaties, Attorney General's Chambe*
- *The Process of Formulation and Signing of International Conventions and Protocols and Challenges Facing the Process and their Solutions by Mr. Richard A. Maridadi, Foreign Service Officer, Legal Affairs Unit, Ministry of Foreign Affairs and International Cooperation.*

Key results

- Members of Parliament and staff improved their level of understanding on Parliamentary and Economic Diplomacy and their roles in strengthening international cooperation
- Participant's knowledge on the process of formulation and signing of the international protocols and conventions, identifying challenges and solutions were enhanced.

Recommendations from participants

- organize more training in economic diplomacy and understand the process of formulation, signing, ratification, and domestication of the international conventions and protocols
- need to set time frame on the process of signing, ratification and domestication of international protocols and conventions
- need for the appointment of ambassadors to be ratified by parliament.
- need for the Parliamentary Committee on Foreign Affairs and International Corporation to set up a subcommittee on economic diplomacy worldwide.
- need to present reports of EALA, PAP, SADC-PF, CPA, and IPU direct to the parliament after being discussed by Committee of Foreign Affairs and International Cooperation in order to give members of parliament leverage to follow what is taken place on those important forum.

REPORT OF THE ROUND TABLE DISCUSSION ON PARLIAMENTARY PUBLIC HEARING GUIDELINES 11 SEPTEMBER, 2013, DAR ES SALAAM

This roundtable discussed revised Parliamentary Public Hearing Guidelines. Ten parliamentary staff from different departments attended the workshop and it was chaired by Mr. Theonist Ruhilabake, Assistant Director, Parliamentary Committees. The resource person was Mr. Athuman Hussein Assistant Director Committee Department.

Key results

- The draft of the public hearing guidelines for the Parliament of Tanzania is almost finalized.
- The participant's knowledge and understanding on the parliamentary public hearing guidelines was enhanced.

Recommendations from the participants

- organize a meeting, which will involve members of Parliament, Civil society and Parliament to discuss the parliamentary public hearing guidelines for the improvement and finalization.
- organize exposure visits to other Parliaments to study the implementation of the parliamentary public hearing guidelines and challenges faced.
- need for the public hearing guidelines to be included in the Rules of Procedure of the Parliament of Tanzania.

REPORT OF THE WORKSHOP ON LEGISLATIVE PROCESS ON PASSING CONSTITUTIONAL DRAFT DURING CONSTITUTIONAL/CONSTITUENT ASSEMBLY HELD FROM 25-26 SEPTEMBER, 2013, DAR- ES SALAAM

This workshop discussed the Process of Passing Draft Constitutional During the Constituent Assembly. It was attended by 78 Parliamentary Staff from different Departments of the Parliament of Tanzania. The Chairperson of the workshop was Mr. Theonist Ruhilabake, Assistant Director of the Committees Department.

The topics that were presented were:

- *The Concept of Constituent/Constitutional Assembly, Constitutional Referendum and Legislative Process of Constitutional Draft, Expected Challenges and Solutions presented by Mr. Geoffrey Mbaruku, Attorney General's Chamber.*
- *Skills and techniques Required by Parliamentary Staff in Scrutiny and Analysis of Constitutional Draft During Constitutional Assembly presented by Mr. Martin Massawe, Mzumbe University*
- *The Importance of Research in the Constitutional Legislative Process, Challenges and solutions in Facilitating the Constituent/ Constitutional Assembly presented by Prof. Damas Muna, Mzumbe University*
- *Expected Challenges During Constituent Assembly in Passing Constitutional Draft, Scrutiny, Analysis and Preparing Schedules of amendments presented by Mr. Harold Sungusia from Legal and Human Rights Centre*
- *The Roles, duties and responsibility of the Clerks at the Table and Secretariat during the constituent Assembly, expected Challenges and Solutions presented by Mr. Charles Mloka, Director, Committees Department.*

Key results

- Understanding among the Members of parliamentary staff on the concepts of Constitutional Assembly, Constitutional Referendum and Legislative Process of Passing Draft Constitutional during the Constitutional Assembly were enhanced
- understanding of the skills and techniques required in scrutiny and analysis of the Draft Constitutional during the Constitutional Assembly was enhanced
- The knowledge on research methodology of the staff on Constitutional Legislative process, challenges and solutions were enhanced.
- The staff's knowledge on the importance of social, political and economic analysis on the process of passing Draft Constitutional during Constituent Assembly was enhanced.
- The staffs' understanding of the expected challenges that are likely to happen during the meeting of a Constituent Assembly and possible solutions.
- The participants understanding of the roles, duties and responsibilities of the secretariat during the Constituent Assembly and expected challenges and solutions was enhanced.

- The knowledge and level of understanding of the staff on laws governing the process of passing Draft Constitution during the Constituent Assembly was enhanced.

Recommendations from participants

- organize more training in order to build capacity of the Parliamentary staff on the legislative process in passing a Draft Constitution during the Constituent Assembly.
- speed up the preparation of the standing orders, which will be used during the Constitutional Assembly
- need to make sure that what comes out from the Constitutional Assembly must protect the public interest, and the members of the Constitutional Assembly must be capacitated to understand what is in the public's interest .
- need for staff and MPs to be trained to understand the laws governing the process of passing a Draft Constitution during the Constituent Assembly.
- need to find rational and sound solutions, understand issues of the public interest and make the whole process of passing the Draft Constitution smoothly.
- need for quick formulation of the secretariat who will work on the process of passing a Draft Constitution in the Constituent Assembly, which will in turn give space for capacity building.

WORKSHOP ON LEGISLATIVE PROCESS ON PASSING CONSTITUTIONAL DRAFT DURING CONSTITUENT/CONSTITUTIONAL ASSEMBLY ORGANIZED FOR MPS AND STAFF 17 OCTOBER, 2013, DAR- ES SALAAM.

The workshop was organized by the Office of the National Assembly in collaboration with the Legislatures Support Project. Committees involved in this workshop were Legal, Constitutional and Administration, Community Development, Social Services, Foreign Affairs and International Cooperation, Agriculture, Livestock and Water and HIV /AIDS Affairs and Narcotic Drugs. The workshop was chaired by Hon. Pindi Hazara Chana, Mp, the chairperson for the Legal, Constitutional and Administration committee. A total of 130 participant attended, out of which 100 were Members of Parliament and the rest were Members of Staff and Journalists. Topics presented were

- *Skills and techniques Required by Members of Parliament and Staff in Scrutiny and Analysis of Constitutional Draft During Constituent/Constitutional Assembly* Presented by Mr. Martin Massawe from Mzumbe University
- *The Importance of Understanding the Legislative Process in Passing Draft Constitution specifically during the Constituent Assembly, analysis skills and Expected Challenges and solutions* Presented by Mr. Harold Sungusia Legal and Human Rights Center

Recommendations

- increase understanding among members of the Constituency Assembly of their powers to draft a completely new Constitution by disregarding the draft Constitution tabled by the Constitution Review Commission.
- Members of the Constituent Assembly to avail of technical and professional people who will help to clarify controversial issues in the draft.
- Strengthen all weaknesses in the law guiding the Constitutional Reform to ensure a smooth transition.
- Training for staff members serving the Constituent Assembly
- Training of Members of the Constituent Assembly and sensitisation to the rules and procedures of the Assembly

REPORT OF A WORKSHOP ON EFFECTIVE OPPOSITION AND ROLES OF SHADOW MINISTERS IN PROCESSES OF PARLIAMENT HELD ON 14 DECEMBER, 2013 AT AFRICAN DREAMS HOTEL IN DODOMA

This workshop was organized by the Office of the National Assembly in collaboration with the Legislative Support Project. It was attended by Members of Parliament from opposition Political Parties including, Chama cha Demokrasia na Maendeleo (CHADEMA), United Democratic Party (UDP), Civic United Front (CUF), Tanzania Labour Party (TLP) and National Convention for Construction and Reforms-Mageuzi (NCCR-Mageuzi). In total, the workshop was attended by 88 Members of Parliament, out of which 58 were men and 30 were women. It was also attended by 42 Members of Staff and 15 Journalists from different media houses. The Chairperson of the workshop was Hon. Rajab Mbarouk Mohamed, MP, who is also the Chairperson for the Local Authority Accounts Committee. There were two topics presented by the main resource person was Mr. Murumba Werunga, former Clerk of Kenya National Assembly, East African Legislative Assembly and former Clerk of Pan African Parliament:

- *The Skills and Techniques to be Used by the Opposition for Effective Legislative and Oversight Functions.*
- *The Roles of Opposition, Chief Whip and Shadow Ministers in the functioning of Government Operations and Challenges Facing them*
- *The challenges facing Opposition in Africa and Solutions.*
- *The Roles of Opposition in Parliament in enhancing Social and Economic Development in the Country*

Key result

- Opposition MPs were capacitated with various tools to support their voices to be heard.
- Opposition MPs understanding of the power of the Rules of Procedure in parliamentary business has increased.

Recommendations;

- The Opposition Parties to start work for Committee meetings owing to the nature of debate of parliamentary issues. need for opposition parties to join forces and work more close together
- explore alternative sources of income for political parties.
- psychologically preparedness for losing an election as unexpected results may be the demise of that party in politics.
- avoid nepotism and any other form of favoritism and base nomination on the quality of candidates.

Outcome II: Legislature Effectively and Responsibly Oversees the Government and Budget Activities of the Executive

Major achievements

Outcome 2: Legislature effectively and responsibly oversee government and budget activities of the executive

- *Increased number of recommendations and contributions to different ministries during budget discussion*
- *Enhanced NA role in provision of oversight of public funds*
- *Increased by 50% of skills in budgetary scrutiny and budget analysis, together with better understanding of budget cycle*
- *Marked increase of number of corruption related motions, questions and debates by 33.96 from 2012 to 2013*

WORKSHOP ON FISCAL & MONETARY POLICIES, EFFECTIVE BUDGET SUPERVISION AND CHALLENGES FACING BUDGET IMPLEMENTATION AND TAX COLLECTION IN TANZANIA 20 – 23 MARCH, 2013 DAR ES SALAAM

The workshop was organized for members of the Budget Committee and Budget Officers and was attended by 16 MPs and selected Budget Officers. The meeting was chaired by Hon. Andrew Chenge MP, Chairperson of the Budget Committee.

The following topics were presented

- *Budget Process in Tanzania with Emphasis on Fiscal Policies and Monetary Policies by Dr. Haji Semboja, Dar es Salaam University*
- *Monetary Policy presented by Prof. Delphin Rwegasira, International Consultancy*
- *Effective Budget Supervision presented Dr. Haji Semboja*
- *Challenges facing the budget implementation and Tax collection in Tanzania, Ministry of Finance and Economic Affairs.*

Key result

- The skills and knowledge of participants on fiscal policies and monetary policies were enhanced
- The participants discussed skills to be used by MPs and staff for effective budget supervision
- The participants discussed the challenges facing budget implementation in Tanzania and tax collection.

Recommendations from participants

- LSP Project and the Parliament Management to find resources to support capacity building programmes for the Budget committee budget officers
- need to prepare a work plan for the budget committee which will indicate various areas of training and timing for the committee to plan.
- organise more training on challenges facing budget process, budget implementation, and budget evaluation and monitoring. These trainings should involve all members of Parliament and staff.
- need to use experts in helping the budget committee in the analysis of various sectors in budget process.

WORKSHOP ON UNDERSTANDING REASONS AND CAUSES OF POVERTY IN TANZANIA AND POVERTY REDUCTION STRATEGIES 23RD MARCH, 2013 DAR ES SALAAM

This workshop discussed reasons and causes of poverty in Tanzania. It was attended by six Parliamentary Committees; Economic Affairs, Industries and Trade, Budget, Social Services, Regional Administration and Local Government, Infrastructure and Constitutional, Legal and Administration comprised of 150 Members of Parliament, out of which 85 were men and 65 were women. It was also attended by 62 Members of Staff and 15 Journalists from different media houses. The Chairperson of the workshop was Hon. Andrew John Chenge MP, who is also a Chairperson for Parliamentary Budget Committee.

Topics presented were:

- *Governance and Poverty Reduction Strategies presented by Mr. Venance Shilingi from Mzumbe University.*
- *Reasons and Causes of Poverty in Tanzania and Poverty Reduction Strategies used presented by Prof. Damas Muna from Mzumbe University*
- *Reasons and Causes of Poverty in Tanzania: while Tanzania has abundant Natural Resources. presented by Dr. Philipo Mpango, Executive Secretary, Planning Commission*
- *Reasons and Causes of Poverty in Tanzania and Africa in general; what went wrong on previous strategies used in Poverty Reduction and who is to blame; government,*

Parliament, Civil societies, Public and what is the way forward presented by Dr. Haji Semboja from University of Dar es salaam.

Key results

- The participant's knowledge and understanding on reasons for poverty in Tanzania and strategies used to address poverty was enhanced The participant's knowledge and understanding on the natural resources endowment in Tanzania was enhanced.
- The level of understanding and knowledge to MPs and Staff on how to use available endowed resources to develop was enhanced

Recommendations from participants

- need to organize more training in order to understand the reasons and the causes of poverty in Tanzania
- The participants requested for a study to be conducted with experts on why the working practices of most Tanzanians has declined, specifically those in public sector.
- need to organize a training workshop on understanding the causes of unemployment, its impacts and solutions in order to avoid social unrest.
- MPs prepared recommendations to the Government to be more careful in selecting priority sectors during the budget process. There is a need to prioritise and invest enough resources To ensure high level of delivery.

THE WORKSHOP ON CHALLENGES OF ENFORCING ANTI-CORRUPTION LAWS IN TANZANIA ORGANISED FOR MEMBERS OF PARLIAMENT AND STAFF HELD ON 5TH APRIL, 2013 AT KARIMJEE HALL, DAR ES SALAAM

This workshop was organized by the Office of the National Assembly in collaboration with the Legislative Support Project. It was attended by Members of African Parliamentary Network Against Corruption (APNAC) Tanzania Chapter. In total the workshop was attended by 160 Members of Parliament, out of which 90 were men and 70 were women. It was also attended by 60 Members of Staff and 15 Journalists from different media groups. The Chairperson of the workshop was Hon. Dr. Mary Mwanjelwa, (MP). who is also a Chairperson for African Parliamentary Network Against Corruption (APNAC) Tanzania Chapter. The topics that were presented were:

- *Challenges of Implementing Anti-Corruption Laws in Tanzania presented by Dr. Edward Hoseah, the Director General of Prevention and Combating Corruption Bureau (PCCB).*
- *Challenges of Implementation of Anti- Corruption Strategies in Tanzania presented by Mr. Mathias-Chitunchi, A Coordinator, Good Governance Unit-State House.*

Key results of the workshop:

- Participants' understanding of challenges that hinder the war against corruption in Tanzania was increased
- Participants vowed to promote the autonomy of PCCB in the new Constitution

- Participants' knowledge on how the government strives to bring good governance was enhanced

WORKSHOP ON FISCAL AND MONETARY POLICIES, EFFECTIVE BUDGET PROCESS, BUDGET SUPERVISION AND CHALLENGES FACING BUDGET IMPLEMENTATION AND TAX COLLECTION IN TANZANIA AND SOLUTIONS 12TH MAY, 2013, DODOMA

This workshop was organized to discuss on fiscal and monetary policies, effective budget process, budget supervision and challenges facing the budget implementation and tax collection. It was attended by eight Parliamentary Committees; Lands, Natural Resources and Environment, Agriculture, Livestock and Water, Infrastructure, Constitution, Legal Affairs and Governance, Community Development, Social Services and public Accounts. In total the workshop was attended by 145 Members of Parliament, out of which 92 were men and 53 were women. It was also attended by 48 Members of Staff and 15 Journalists from different media. The Chairperson of the workshop was Hon. Andrew Chenge, Mp. who is also a Chairperson for Budget Committee. The topics that were presented were:

- *Challenges Facing Tax Collection in Tanzania and their Solutions presented by the Deputy Commissioner General of the Tanzania Revenue Authority Mr. Rished Bade*
- *Effective Budget Process and Budget Supervision Emphasis on Fiscal and Monetary Policies presented by Dr. Semboja Haji Hatibu*
- *Skills and techniques to be used by Mps and Staff for Effective Budget Supervision in Tanzania and Africa in General presented by Mr Ernest Chiwenda from Economic and Social Research Foundation.*

Key results

- The participant's understanding challenges facing tax collection and their solution were enhanced
- The participant's knowledge on effective budget process and supervision in Tanzania were enhanced
- The participant's knowledge on tax collection in Tanzania and other countries were enhanced.

Recommendations

- need of the introduction of a new integrated domestic tax admission system and improving capacity building on human resource
- control tax evasion to curb possible loopholes for revenue leakage in retail and wholesale trade sectors.
- constant budget evaluation to check it matches with actual expenditure.

WORKSHOP ON UNDERSTANDING SOCIAL AND ECONOMIC POLICIES, ECONOMIC GROWTH AND DEVELOPMENT, CHALLENGES AND THEIR SOLUTIONS 23RD MAY, 2013, DODOMA

This workshop was organized to discuss social and economic policies, economic growth, economic development, challenges and its solutions. It was attended by seven Parliamentary Committees, which were Budget, Finance, Industry and Trade, Constitution, Legal Affairs and Governance, Community Development, Social Services and Public Accounts. In total, the workshop was attended by 175 Members of Parliament, out of which 95 were men and 80 were women. It was also attended by 48 Members of Staff and 15 Journalists from different media houses. The Chairperson of the workshop was Hon. Andrew Chenge, (MP), who is also a Chairperson of the Budget Committee. The topics that were presented were:

- *Economic Policy Analysis, Economic Growth and Economic Development and Challenges Facing Tanzania – By Prof. Faustin Kamuzora, Mzumbe University,*
- *What are the Importance of Social and Economic Policies in the Budget Process and How can be Integrated for Effective Budget Process for Sustainable Economic Growth and Development by Dr. Semboja Haji Hatibu Haji from University of Dar es salaam*
- *Social and Economic Policies in the Budget Formulation Process- Challenges in the Implementation of Social and Economic Policies presented by A.K. Hassan from ESRF-Dar es salaam.*

Key results

- The participant's knowledge on economic policies analysis, economic growth, social and economic challenges facing Tanzania were enhanced.
- The participant's knowledge in understanding different concepts on economic and social policies were improved
- The participant's knowledge and understanding on the importance of social and economic policies in the budget process were enhanced.
- The participant's knowledge and understanding on the poverty reduction strategy and medium term expenditure framework (MTEF) were improved.
- The participant's knowledge and understanding on national policy formulation were enhanced.

Recommendations

- need to amend the existing laws and regulations in the process of implementing policies and laws governing social and economic operations.

- Government to make use of our academicians from high learning institutions and seek their professional advice on various projects Government is implementing and making informed decisions

WORKSHOP ON FINANCIAL AND PROJECTS MANAGEMENT 26 MAY, 2013, DODOMA

This workshop was attended by seven Parliamentary Committees which were Budget, Finance, Industry and Trade, Constitution, Legal Affairs and Governance, Energy and Minerals, Infrastructure, Public Accounts and Land, Natural Resources and Environment. In total the workshop attended by 170 Members of Parliament, out of which 90 were men and 80 were women. It was also attended by 45 Members of Staff and 15 Journalists from different media houses. The Chairperson of the workshop was Hon. Andrew Chenge, (MP). who is also a Chairperson of the Budget Committee.

The topics that were presented were:

- *Skills and Techniques to be Used by Members of Parliament and Staff in Managing Public and Financial Projects in Tanzania,*
- *Skills and Techniques required by Members of Parliament and Staff in Managing Finance and Projects Under PPP in Tanzania*
- *The Role of Civil Society and Public in General in Management of the Finance and Projects in Tanzania, challenges and their solutions.*

Key results

- The participant's knowledge on Managing Public Financial and Projects in Tanzania specific under PPP were enhanced.
- The participant's knowledge on challenges Facing Financial and Projects Management in Tanzania and their solutions were enhanced.
- The participants knowledge on the Role of Civil Society and Public in general in Management of the Finance and Projects in Tanzania were enhanced

Recommendations

- need to organize more training on the financial and projects management for members of Parliament and Staff.
- use researchers from high learning institutions to do researches on how to improve financial and projects management

WORKSHOP ON PUBLIC EXPENDITURE TRACKING AND VALUE FOR MONEY 2 JUNE, 2013, DODOMA

This workshop was organized to discuss public expenditure tracking and value for money. It was attended by seven Parliamentary Committees which were Budget, Finance, Industry and Trade, Foreign Affairs, Energy and Minerals, Infrastructure, Public Accounts and Agriculture, Livestock Development and Water. In total the workshop was attended by 155 Members of Parliament, out of which 90 were men and 65 were women. It was also attended by 50 Members of Staff and 15 Journalists from different media houses. The Chairperson of the workshop was Hon. Andrew Chenge, (MP), who is also a Chairperson of the Budget Committee.

The topics that were presented were:

- *What is the Public Expenditure Tracking and Value for Money, the skills and techniques to be Used by Members of Parliament and Staff in Effective Public Expenditure Tracking and Value for Money by Prof. Damas Muna, Mzumbe University,*
- *Challenges Facing the Public Expenditure Tracking and Value for Money in Tanzania and Africa in General Expert from Economic and Social Research Foundation*
- *Skills and Techniques to be Used by Members of Parliament and Staff in Value for Money in Public and Private Projects in Tanzania.*

Key results

- The participant's knowledge and understanding on Public Expenditure Tracking and Value for Money were improved.
- The participant's knowledge on Challenges Facing Public Expenditure Tracking and Value for Money in Tanzania and Africa in General were enhanced.
- The participant's knowledge on Skills and Techniques to be used by Members of Parliament and Staff in Value for Money in Public and Private Projects in Tanzania were enhanced.

Recommendations from the Workshop

- need to organize more training on Public Expenditure and Value for Money for members of Parliament and Staff.
- workshop to be organized by Local Councils who deal with Local Government Authorities Projects and day to day government expenditures

ROUND TABLE DISCUSSION AND DEVELOPMENT OF MODALITY TO HAVE A FORMAL PROTOCOLS WITH REASERCH INSTITUTIONS WHICH WILL BE USED BY PARLIAMENT TO DO RESEARCH ACTIVITIES 5th JUNE, 2013, DODOMA

This workshop was organized to discuss formal protocols with Research Institutions to do research for Parliament whenever needed. It was attended by Members of Parliament from various Committees. In total the workshop attended by 12 Members of Parliament, out of

which 6 were men and 6 were women. It was also attended by 25 participants from Higher Learning and Research Institutions, 10 Members of Staff from the Library and Research Department, and 15 Journalists from different media houses. The Chairperson of the workshop was Hon. Margaret S. Sitta, (MP). who is also a Chairperson for Social Services Committee.

The topics that were presented were:

- *The Role and Responsibilities of the Research Institutions in enhancing the performance of the Parliament of Tanzania presented by Dr. Hosenia B Lunogelo, and Baregu, S both from ESRF*
- *Challenges Facing the Research Institutions and Researchers in Tanzania presented by Prof. Damas Muna from Mzumbe University.*
- *Strategies and Enforcement mechanism to be used by Parliament to enable Research Publications to be available to users presented by Mr. Nicholaus Lekule from Policy Forum.*

Key Results

- Participants' understanding on techniques and research procedures were enhanced
- The participants' knowledge and skills on the role and responsibilities of research institution in enhancing the performance of Parliament were enhanced
- The participants' understanding of the challenges facing the research institution and the researchers in Tanzania was increased.
- The participant knowledge on strategies and enforcement mechanism to be used by Parliament to enable research publication to be available to users were enhanced.
- The participant knowledge on the development of the modality to have a formal protocol with research institution to be used by Parliament to do research activities were enhanced.
- The participant requested to prepare a list of experts who will be drafted by parliament to conduct capacity building
- The participant's knowledge on research methodology were enhanced.

Recommendation:

- enough budgets be allocated for research institution to conduct research.
- establish a research policy that will be followed by all stakeholders.
- a Data base of researchers be established so that whenever a need arises they can easily be assigned a relevant task.
- a Memorandum of Understanding to be signed between the Office of the National Assembly and Research Institutions to formalize research cooperation.
- need for parliament to have independent sources of information from which parliament can get data and information, including a well resourced library and information centers to effectively perform their duties.
- for parliamentary staff to gain required skills for research to enable Parliament.
- Parliament library to be connected with research institutes and other libraries.

- research findings to be used in decision making.
- research policy to be written and a research agenda.
- Parliament website to have enough information And proposed the name www.apamedia.com
- a law that orders all researches, funded by public money, to send their work to the library of national assembly.

WORKSHOP ON FIGHTING CORRUPTION IN TANZANIA 7th JUNE, 2013, DODOMA

This workshop was organized to discuss corruption in Tanzania. It was attended by six Parliamentary Committees which were also members of Africa Parliamentary Network Against Corruption, Public Accounts and Local Authority Accounts. In total the workshop attended by 158 Members of Parliament, out of which 90 were men and 68 were women. It was also attended by 50 Members of Staff and 15 Journalists from different media houses. The Chairperson of the workshop was Hon. Dr. Mary Mwanjelwa, Mp. who is also a Chairperson for Africa Parliamentary Network Against Corruption- Tanzania Chapter.

The topics that were presented were:

- *The Roles of the Parliamentary Committees and Parliament in General in Fighting Corruption in Tanzania presented by Dr. Festus Limbu, Mp. Parliament of Tanzania*
- *Challenges Facing the Parliament and Government in Combating Corruption in Tanzania and their solutions presented by Prof. Davis Mwamfupe from Dodoma University*
- *Why the fighting of Corruption is so Difficulty? Presented by Mr. Sopstenance Kibwengo from PCCB- Dodoma*

Key results

- Participants' understanding challenges facing the war against corruption in Tanzania was enhanced.
- They vowed to be part of the struggle against corruption

Recommendations:

- PCCB to be able to prosecute suspects of corrupt practices.
- PCCB to be included in the forthcoming National Constitution just like the Controller and Auditor General of Tanzania.
- all civil servants to be vetted to know those who have integrity
- all sources of corruption to be done away with such as low wages, scarce and poor services
- Political leaders to not conduct corrupt practices in the name of hospitality.

ROUNDTABLE DISCUSSION ON FUNCTIONS AND OPERATIONS OF THE BUDGET COMMITTEE 9TH JUNE, 2013, DODOMA.

This workshop was organized to discuss functions and operations of the Budget Committee. Parliamentary Committees involved were, Budget, Community Development, Social Services, Economic Affairs, Industries and Trade Committee, Public Accounts and Local Authorities Accounts. In total the workshop attended by 152 Members of Parliament, out of which 88 were men and 64 were women. It was also attended by 41 Members of Staff and 15 Journalists from different media houses. The Chairperson of the workshop was Hon. Andrew Chenge, Mp. who is also a Chairperson for Budget Committee.

The topics that were presented were:

The Role and Responsibilities of Budget Committee and Effective Budget Process in Tanzania- Presented by Prof: Faustin Kamuzora from Mzumbe University. Challenges Facing Budget Committee and Budget Office in Africa and their Solutions presented by Mr. Nicholaus Lekule from Policy Forum

- *Skills and Techniques to be used by Members of Budget Committee and Budget Officers in Effective Budget Process in Tanzania- presented by Mr Nicholas Lekule from Policy Forum*

Key results

- Participants' understanding of functions and operations of Budget Committee was enhanced.
- The participants' skills and techniques to be used in budget process analysis were enhanced.
- The participants agreed on the need for the Office of the National Assembly to establish a Budget Office.

Recommendations.

- Members of Budget committee to be well equipped and trained to be able to analyze both monetary and fiscal policies.
- The Committee Department to be staffed with qualified personnel.
- timely access to all required documents for members to be able to scrutinize the government budget.
- The office of the National Assembly to give the secretariat of the committee a spacious and fully equipped office.

ADVANCE COMPUTER TRAINING COURSE FOR MPs, 17- 26 JUNE, 2013, UNIVERSITY OF DAR- ES SALAAM COMPUTING CENTER, 2013, DODOMA

This Training Course on Advanced Computer Course was organized for Members of Parliament. The Training Course was attended by 25 Members of Parliament out of which 14 were men and 11 were women. It was also attended by 3 Members of Staff.

The topics that were presented were:

Key Results

- The participant's knowledge on Advanced Computer were enhanced
- After Training Members of Parliament decided to buy laptops to start working ICT for more practices

Recommendations from the Training Course

- organize more training on advance Computer Training Course
- assign more time for Training on Advance Computer Course
- training to be extended to all Member of Parliament
- assist Members of Parliament after training to buy laptops and ipads.

ADVANCE COMPUTER TRAINING COURSE FOR STAFF 7-21 JULY, 2013, UNIVERSITY OF DAR- ES SALAAM COMPUTING CENTER- UCC, DAR- ES SALAAM

This Training Course on Advanced Computer Course was organized for Parliamentary Staff. The Training Course was attended by 38 Members of staff.

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The topics discussed were as follows:

- *Microsoft Excel 2010, what is excel, create a new workbook, save a workbook, formatting enter data in a worksheet, create an excel table, sort data, create a formula and printing*
- *Microsoft Power Point 2010; designing ribbon toolbar, formatting your presentation, inserting and adding objects, creating table, charts, printing and saving as pdf*
- *What is the Internet; data transfer around the internet, connecting to the internet, internet services*
- *Microcomputer Applications; concepts of a computer, types of computers, the use of IT in everyday life*
- *ICT Security: issues and challenges, information security, why do we need security, security Goals, security threats/attacks*

Key Results

- The participants knowledge on Microsoft excel, Microsoft Power Point were enhanced
- The participants knowledge on internet, microcomputer applications and ICT security were enhanced
- After Training staff decided to buy laptops to start working ICT for more practices

Recommendations

- training on advance Computer Training Course to be organized for staff
- assign more time for Training on Advance Computer Course

- training to be extended to all key staff
- assist staff after training to buy laptops and ipads.

CAPACITY BUILDING FOR MEMBERS OF PARLIAMENTARY SERVICES COMMISSION ON ENHANCING THE EFFECTIVENESS OF THE PARLIAMENTARY SERVICE COMMISSION 29-30 JULY, 2013, BLUE PEARL HOTEL, DAR-ES SALAAM

This workshop was organized for members of the Parliamentary Services Commission. It was attended by 9 Members of Parliamentary Service Commission and 10 Senior Parliamentary Officials. The Chairperson of the workshop was Hon. Anne S. Makinda, Mp. Speaker of the National Assembly who is also a Chairperson of the Parliamentary Service Commission. The topics that were presented were:

- *The Roles and Management of the Parliamentary Service Commission as an Oversight Body by Mrs. Caroline Mdundo from Institute of Management and Consultancy*
- *The Leadership and Strategic Oversight Function by Dr. Richard M. Kavura from Institute of Management and Consultancy*
- *The Financial Oversight Function of the Parliamentary Service Commission by Mrs. Caroline Mdundo from Institute of Management and Consultancy*
- *The Oversight Functions of the Parliamentary Service Commission in Human Resource Management by Dr. Richard M. Kavura from Institute of Management and Consultancy.*
- *The Oversight Functions of the Parliamentary Service Commission in Ethics Management by Mrs. Caroline Mdundo from Institute of Management and Consultancy*

Key results

- The participant's knowledge on the Roles of the Parliamentary Service Commission in Management and Oversight Body were enhanced.
- The participant's knowledge on Leadership and Strategic Oversight Function were enhanced.
- The participant's knowledge on challenges Facing Parliamentary Service Commission in Leadership, Management and Oversight Function and their solutions were enhanced.
- The participants knowledge on the Financial Oversight Function, Human Resource and Ethics Management were enhanced

Recommendations.

- need to organize more training on enhancing the Effectiveness of the Parliamentary Services Commission and include Members from Service Commission from other Pillars (Judiciary and Executive).
- to establish a Code of Ethics for Members of Parliament and Staff as soon as possible
- establish a Database of the various matters related to Parliamentary Service Commission which should be shared when new Parliamentary Service Commission established
- more involvement of the MPs and Staff in understanding the Strategic Plan of the Parliament in all stages and discuss in detail challenges facing the implementation of Strategic Plan and its solutions in order to provide the right Strategic Plan
- need for all Departments and Units of the Parliament to start presenting the reports to the Parliamentary Service Commission
- prepare Training Plan which will be based on the Comprehensive Training Need Assessment
- need for the Parliament to involve independent experts for the complex issues by doing research
- organize training on integrity at the beginning of the term of the Parliament
- need for the Parliament to organize a retreat to discuss various issues related to the work of Parliament and the country in general. .

WORKSHOP ON DISCUSSION ON INTERNATIONAL COMMITMENTS, CONVENTIONS AND RATIFICATION PROCESS 1 SEPTEMBER, 2013, DODOMA

This workshop was organized to discuss international commitments, conventions and ratification. It was attended by six Parliamentary Committees, namely; Foreign Affairs and International Cooperation, Social Affairs, Constitutional, Legal and Administration Affairs, Community Development, Defense and Security and Economic, Trade and Industries. In total the workshop attended by 140 Members of Parliament, out of which 95 were men and 45 were women. It was also attended by 56 Members of Staff and 15 Journalists from different media houses. The Chairperson of the workshop was Hon. Edward Ngoyai Lowassa, Member of the Parliament who is also a Chairperson for Foreign Affairs and International Cooperation Committee.

The topics that were presented were:

- *The Role of Economic Diplomacy in strengthening International Cooperation by Mwl. Christian H. Gama, from Centre for Foreign Relations, Dar- es Salaam.*

- *The Process of Ratification of International Treaties and Protocols, Domestication and Challenges Facing the Process and their solutions by Mr. Michael J. Kamba, Director of Contracts and treaties, Attorney General's Chamber*
- *The Process of Formulation and Signing of International Conventions and Protocols and Challenges Facing the Process and their Solutions by Mr. Richard A. Maridadi, Foreign Service Officer, Legal Affairs Unit, Ministry of Foreign Affairs and International Cooperation.*

Key results

- Members of Parliament and staff's level of understanding on Parliamentary and Economic Diplomacy and their roles in strengthening international cooperation improved
- Participant's knowledge on the process of formulation and signing of the international protocols and conventions, challenges facing the process and solutions were enhanced.

Recommendations from participants

- organize more training in economic diplomacy and understand the process of formulation, signing, ratification, and domestication of the international conventions and protocols
- need to set time frame on the process of signing, ratification and domestication of international protocols and conventions
- need for appointment of ambassadors to be ratified by parliament.
- need for the Parliamentary Committee on Foreign Affairs and International Corporation to set subcommittee on economic diplomacy worldwide.
- need for training for more Tanzanians on the skills on conflicts management, negotiations and economic diplomacy.
- need to present reports of EALA, PAP, SADC-PF, CPA, and IPU direct to the parliament after being discussed by Committee of Foreign Affairs and International Cooperation in order to give members of parliament to follow what is taken place on those important forum.

WORKSHOP ON GENERAL BUDGET SUPPORT 10 SEPTEMBER, 2013, DAR- ES SALAAM

This workshop was organized to discuss the General Budget Support. It was attended by 22 Members of the Budget Committee and Parliamentary Staff. The Chairperson of the workshop was Hon. Andrew John Chenge, Member of the Parliament who is also a Chairperson of the Budget Committee. Main reporter was *Dr. Haji Semboja, University of Dar- Es Salaam.*

Key results

- The participants knowledge on General Budget Support in Tanzania were enhanced
- The participant's knowledge on the benefits of the General Budget Support and challenges related to General Budget Support and solutions were enhanced.

Recommendations from the participants

- organize more training on budget process in Tanzania to discuss challenges and solutions the training should be attended by member of the Budget Committee and other members of the Committees in order to equip members of Parliament and staff to understand the budget process in Tanzania.
- organize capacity building on financial and monetary policies, financial management under PPP and management of projects funded by international organization.
- organize training on the concept of a Big Result Now, its importance and challenges related to the implementation of the process.
- need of strengthening of the Monitoring and Evaluation Units in the process of budget process specifically on the release of funds, laws, regulations and public expenditure. They also agreed that the public expenditure review is very important to control the budget process in Tanzania. An effective implementation of process and laws need to have Monitoring and Evaluation system in place.

REPORT OF THE WORKSHOP ON EFFECTIVE PARLIAMENTARY REPORTING 27 SEPTEMBER, 2013, DAR- ES SALAAM

This workshop was organized to discuss effective parliamentary reporting. It was attended by 60 participants, 50 media people from different media group and 10 Parliamentary Staff from different Departments of the Parliament of Tanzania. The Chairperson of the workshop was Mr. Jossey Mwakasyuka, Director of the Information, Civic Education and International Relations. The topics that were presented were:

- *Specialized Reporting; the Essence of Parliamentary Reporting presented by Mr. Owen Mwandumbya, Parliament of Tanzania.*
- *Challenges Facing Parliamentary Reporters in Contemporary Tanzania's Politics presented by Deodatus Balile, Editor, Jamhuri Newspaper*
- *Relationship between the Media and Parliament in Parliamentary Democracy, presented by Mr. Athumani Hussein, Parliament of Tanzania*

Key results

- The participant's knowledge on the importance of specialized and the essence of parliamentary reporting were enhanced.
- The participants levels of understand the challenge facing parliamentary reporters and solutions were enhanced.
- The participant's knowledge on the relationship between media and Parliament and proper interpretation and understanding of parliamentary orders were enhanced.

Recommendations

- need and importance of specialized parliamentary reporting in enhancing the parliamentary reporting for the benefits of the public.
- need to understand the rules and laws governing the parliament reporting and different terminologies used in parliamentary business
- need to solve as much as possible challenges facing the parliamentary reporters especially challenges relating to legislative process how to get soft copies of the bills, schedules of amendments and understanding the legislative process.
- need for the Parliament to prepare permanent list of Parliamentary Reporters and the need to organize capacity building to enhance their skills.
- need to organize a workshop for media people on public hearing and also discuss challenges facing media personnel and solutions.

TRAINING COURSE ON EPICOR 9 HELD 30th SEPTEMBER – 6th OCTOBER, 2013, SOFT TECH CONSULTANT LTD, DAR- ES SALAAM

This Training Course on EPICOR 9 was organized by the Office of the National Assembly through the Legislative Support Project. It was attended by 38 Parliamentary Staff from Accounts Unit, Planning and Communication Department, Procurement and Internal Audit Unit of the Parliament of Tanzania.

The topics that were presented and discussed were as follows:

- *Introduction to IFMS Background, Benefits, IMFS and National Assembly Fund Transactions.*
- *Budget Preparation in IFMS: SBAS File Importation, Verification of Objectives, targets and activities in IFMSPE, Creation of New Accounts and Data Capturing in active planner. Extraction of Budget Books RECURENT and DEVELOPMENT*
- *Printing of Different Reports and Budget Verification in IFMS and Challenges by Wrong Coding Payment, Cash Management, Account Payable and General Ledger*
- *Distribution of Exchequers, Capturing LPO, Receiving and Payment Processing, Non Suppliers Transaction, Capturing Invoices, Approve and Post Invoices*
- *Transaction Processing, Issue Entry, issue Approval and Posting, , Adjustments for cancelled Transactions; payment cancellation, Adjustment of Posted Vouchers, Adjusted of LPO, Challenges with payment and transaction cancellation*
- *Financial Statement Preparation and Presentation, Statement of Financial Position, Statement Financial Performance, Statement of Cash Flow, Statement of Comparison of Budget with Actual*

Key results

- The level of understanding of the participants on IFMs and EPICOR 9 were enhanced
- The knowledge on IFMS and National Assembly Fund transactions of participants were enhanced
- The participants knowledge on budget preparation in IFMS were enhanced
- The participants' understanding of material, assets and cash management, distribution of exchequers, capturing LPO, receiving and payment processing increased.

- The participants' understanding of the itemized commitment and expenditure report by warrant holders.

Recommendations

- organize more training on Integrated Financial Management System (IFMS) and National Assembly Fund transactions to adopt a system which will suit the operations of the National Assembly Fund.
- allow more time for training in order to learn in detail especially practical training which is a time consuming.
- need to solve challenges facing the operation of EPICOR 9 system especially delaying in printing reports, cheque and payment.
- need to speed up the process of finalizing the National Assembly to become National Assembly Fund because today the National Assembly Fund in practical still not in operational, there is still using the same financial management system. They agreed on the need for the National Assembly Fund to have its own server and not to be connected from the Ministry of Finance and Economics Affairs.

WORKSHOP ON FINANCIAL MANAGEMENT AND WATCHDOG PARLIAMENTARY COMMITTEES REPORTING ORGANIZED FOR MEMBERS OF PARLIAMENT AND STAFF 18 OCTOBER, 2013, DAR- ES SALAAM

This workshop was organized by the Office of the National Assembly in collaboration with the Legislatures Support Project. The committees that were involved were Public Accounts, Local Authority Accounts, HIV /AIDS Affairs and Narcotic Drugs, Community Development and Economic, Industry and Trade. Participants who attended the workshop were 130 out of which 100 were Members of Parliament and the rest were Members of Staff and Journalists. The workshop was chaired by Hon. Mahmoud Hassan Mgimwa, Mp, the Chairperson of Economic, Industry and Trade Committee. Topics presented and discussed were:

- *Skills and Techniques to be Used by Members of the Watchdogs Committees and Staff in enhancing and analyzing Financial Management and Parliamentary Committees Reporting Presented by Mr Benjamin Mashauri from National Audit Office.*
- *The Roles and Effectiveness of Parliamentary Watchdogs Committee in Financial Management and Parliamentary Committee's Reporting , Challenges Facing Them and their Solutions presented by Prof. Faustine Kamuzora from Mzumbe University.*

Recommendations.

- strive to make the parliament strong so that it is able to oversee government expenditure. It was noted that as of now the parliament seems to be toothless because of not being able to make the government accountable to the people especially the proper use of funds.

- Members of Parliament partly could not be effective because often they are Members of Board of Directors of Organization under scrutiny
- More efforts required to ensure that rules and financial regulations do not create loopholes for some unfaithful people to steal public funds.
- regular training FOR Members of Watchdog committees and their secretariat to enable them to be competent in analysing CAG's reports and help in the proper use of public funds.
- The Audit Office to take into account the views of the Parliamentary Oversight Committees in framing its work programs for future audits. Also the main of the Committee work should be guided by the work of the Audit office.
- a specially structured training to be provided to the Parliamentary Oversight Committees.
- Watchdog committees to be adequately resourced to carry out its functions more effectively.
- introduce new best practices and innovations to Committee members through study tours and experience sharing.
- Enough time to be given to discuss Watchdogs Committees' reports in the House.
- On top of that Parliamentary Oversight Committees recommendations to be available on a website.
- Watchdog Committees' and CAG's reports be used as a criteria for Parliament to appropriate more funds to Accounting Officers in the following years.

REPORT OF THE WORKSHOP ON THE STATUS OF THE IMPLEMENTATION OF MKUKUTA AND MILLENNIUM DEVELOPMENT GOALS (MDG) HELD ON 15 DECEMBER , 2013, DODOMA

This workshop was organized by the Office of the National Assembly in collaboration with the Legislative Support Project. It was attended by Members of Parliament the following Committees; Social Services Committee, Community Development Committee, Regional Administration and Local Government Committee, Constitution, Legal and Administration Committee and Economy, Industry and Trade Committee, Public Accounts Committee and Agriculture and Water Development . In total the workshop attended by 168 Members of Parliament, out of which 120 were men and 48 were women. It was also attended by 60 Members of Staff and 15 Journalists from different media houses. It was chaired by Hon. Margaret S. Sitta, Mp a Chairperson of Social Services Committee.

Three topics were presented.

- *An overview Millennium Development Goals (MDG) presented by Amon Manyama a UNDP Program Specialist.*
- *Status of the Implementation of MKUKUTA and MDG in Tanzania, Challenges and Solutions presented by Mrs. Anna Mwashia, Director of Poverty Alleviation, Ministry of Finance.*

- *The Roles of MKUKUTA and MDGs in Tanzania, Challenges and Solutions. Social and Economic Development in Tanzania and Challenges facing the implementation presented by Donitila Kiano from ESRF.*

Recommendations

- leaders to be ready to admit that MKUKUTA has not been very successful in many places in the country.
- to recognise the biggest problem with MKUKUTA is the lack of markets for agricultural crops especially fruits Moreover peasants should be allowed to sell their crops wherever they think they can get better markets and earn more money.
- Instead of the government restricting farmers from selling their crops especially when there is sign of famine in the country, the government to help its people but not at the expense of peasants prosperity.
- Leaders to have moral purity when executing day to day activities such as entering contracts with various investors in various sectors of the economy, especially in mining sectors.
- policies to eliminate contradiction with MKUKUTA and MDGs for smooth implementation of the same.
- People at the grassroots to be involved in the planning and implementation of different programs instead of having top down decision making.
- reliable source of funding that is locally based instead of depending foreign funding that is not reliable.
- All program that directly work on the welfare of the common people to be sustainable and not short lived.

Outcome III: Effective Representation of Citizens and Constituents

Major achievements

- *Revamped NA website and increasing number of people visiting on the website for parliament information and other documents*
- *Effective parliamentary reporting to the public after conducting a series of capacity building programme for BUPAT (Bunge Press Association of Tanzania)*
- *A well-structured public engagement with development of NA communication strategy led by Civic education, public relations and protocol department*
- *Improved ICT skills to MPs and NA staff after a series of systematic ICT training to MPs and Staff with reputable ICT institutes in Tanzania and subsequent usage of ICT equipments for research and communications purposes*

WORKSHOP ON THE PROCESS OF PREPARING COMMUNICATION STRATEGY OF PARLIAMENT OF TANZANIA 1 MARCH 2013, DAR ES SALAAM.

This was a one day workshop that was organized in order to start developing of NA Communication Strategy .The workshop was chaired by the Director of Information Civic Education and Protocol and attended by 20 parliamentary staff from different departments. UNDP staff also attended this workshop. . The agenda of the meeting were as follow:

- *Opening session*
- *Briefing information about communication strategy*
- *Bunge communication strategy content discussion*
- *Way forward and conclusion*

Key results

- The Parliamentary staff recognized the need and the importance of communication strategy
- The process of preparing a communication strategy was initiated and a task force was charged with the responsibility of drafting the first Communication Strategy
- The first draft of communication strategy was produced, discussed and taken back for revision

Recommendations from participants

- LSP and Parliament Coordinator to organize more training
- sharing of best practices from other countries with strong parliamentary communication skills.
- process to continue until the document is finalised

CHALLENGES FACING ICT AND THE REVAMP OF WEBSITE OF PARLIAMENT OF TANZANIA 5 MARCH 2013, DAR ES SALAAM

The one day workshop was organized to discuss the operations and effectiveness of the Parliament of Tanzania website, the meeting was attended by Parliamentary staff from Planning and Communication Department, Data Vision, UNDP and selected staff from different department of the Parliament of Tanzania. In total, It was attended by 35 people. The workshop was chaired by the Director of the Planning and Communication Department Mr. S Kuwite.

- *To discuss the Practical Operations of the Parliament of the Tanzania website and ICT in general and identify challenges and what are the solutions.*

Key results

- The challenges facing Parliament website and ICT operations in Parliament of Tanzania were discussed and solutions suggested.

- The knowledge and skills of participants in understanding the website and ICT operations in Parliament of Tanzania were enhanced.
- The task force group to do analysis of challenges facing websites and ICT operation of Parliaments of Tanzania was formed
- The first draft of the situation analysis of the challenges facing website and ICT operations in Parliament of Tanzania was almost finalised.

Recommendations from participants

- organize more training on the effective use of Tanzania website and ICT for the MPs and staff to enhance their knowledge.
- coordinator of LSP and Parliament management to provide more funds for buying desktop computers and laptops for MPs and staffs to enable them to be accessible with information.
- government to prepare ICT policy and laws which will govern the ICT operation in Tanzania.

CHALLENGES AFFECTING PEOPLE WITH ALBINISM IN TANZANIA ORGANISED FOR MEMBERS OF PARLIAMENT AND STAFF HELD ON 13TH APRIL, 2013 AT PIUS M SEKWA HALL, IN DODOMA

The one-day workshop on *Challenges Facing People with Albinism* was organized for Members of Parliament (MPs), This workshop was initiated in May 4, 2012 in Lindi when Madam Speaker, Hon. Anna Makinda was invited as the Guest of Honor to officiate the commemoration of the National Albinism Day. The Resource persons were the Speaker of the Parliament, Prime Minister, Heads of PWA NGOs and the Head of NA Social Committee.

Key results:

- MPs committed to advocate for PWA's rights, fight against superficial and cruel traditions in African society and discrimination
- Participants requested the government to prepare answers with regard to governments efforts towards supporting albinos welfare.
- MPs contributed their one day allowance to PWA for purchasing of relevant medication

Recommendations from the Participants

- disability to be included as a subject in schools and considered as part of human rights issues.
- improvement of health services and their accessibility to the public.
- government to set budget to buy low vision equipment and relevant cancer preventive medication for PWA. Local government to stabilize its administrative structures starting from maintaining statistics and ending with ensuring peace and security for PWAs.

- empower and promote capacities and capabilities of DPOs such as TAS and the rest legally, financially and materially.
- MPs to specifically address the plights of those living with albinism. The Parliament planned to form a specific committee with fact-finding mission that will critically bring up strategic intervention so as to end discrimination practices against PWAs.
- the New Constitution to set a specific provision addressing the rights of PWA and all other types of disabilities and affirmative action measures to be taken to address historical discrimination and stigmatization.
- The government to set a budget and create a proper mechanism to ensure early diagnosis and treatment for skin cancer for PWA to all levels include those in remote areas. The Governments is strongly urged to provide free medical care and insurance to PWAs since they are among the most marginalized, yet many are extremely poor and unable to pay for their medical costs but also they are not such too many.
- imported raw materials for manufacturing sunscreen lotions, sun protection gears, learning aids and all other assistive devices for persons with disabilities to be granted taxi exemption.
- KCMC and ORCI to be supported both financially and materially so as to strengthen their capacity to serve target groups effectively. Sun screen lotions locally manufactured by RDTC must be bought by the government and distributed freely to PWA through government medical supplies.
- The department of Social Welfare to be under the President's Office or the PM's Office to ensure proper coordination with other Ministries and Authorities serving people with disabilities as disability is the cross-cutting issue.
- The government to seek international assistance to investigate on the ongoing killings of people with albinism in the country

MEETING TO DISCUSS REPORT OF TASK FORCE ON INFORMATION, EDUCATION AND COMMUNICATION STRATEGY 7TH MAY, 2013, DODOMA

The meeting was held on 1st March, 2013 in Dar es Salaam to discuss the Process of Preparing Communication Strategy of Parliament of Tanzania. The meeting was chaired by Mr. Jossey Mwakasyuka. It was attended by 7 Parliamentary staff

Key Results

- The second revised draft of the communication strategy of the Parliament of Tanzania was presented and discussed by the task force .
- The participants knowledge and skills on communication strategy of Parliament were enhanced

Recommendation from the workshop

- the communication strategy to be short to encourage readers to go through it bearing in mind that, some readers are too busy to read such long detailed documents
- communication strategy to have an implementation plan together with budget estimates to become operational The task force recommend that, in order to be able to monitor and evaluate the implementation of the proposed communication strategy, there is a need to allocate time frame and calendar for each part of the plan.
- after the next meeting of the task force, a consultant to be hired to work on the document and then submit to National Assembly

Outcome IV: Gender Mainstreamed in all Parliamentary Functions

Major achievement

Improved quality of discussions, debates and questions asked regarding gender issues in the House after increased understanding of gender concepts, gender mainstreaming in legislations and budgeting to MPs through a series of workshop on these issues

ROUND TABLE DISCUSSION ON HEALTH ANALYSIS IN TANZANIA 6 APRIL 2013, DAR ES SALAAM

The one day round table discussion meeting was organized to discuss analytically health issues in Tanzania. The meeting was attended by members of Social Affairs Committee, an expert of the health in health sector and parliamentary staff. The meeting was chaired by Hon. Margaret Sitta, MP, and Chairperson of the Social Affairs Committee.

The following topics were presented and discussed

- *The overall analysis of health sector in Tanzania presented by Dr. Donan W Mmbando, Acting Chief Medical Officer, Ministry of Health and Social Welfare.*
- *Laws governing health sector in Tanzania presented by Mr. Rahib Abdulahaman, Legal Advisor Ministry of Health and Welfare*
- *Challenges Facing Health Sector in Tanzania presented by Dr. Margaret E Mhando, Director for Curative Services.*
- *Solutions of the challenges facing health sector in Tanzania by Dr. Margareth E. Mhando, Director for Curative Services*

Key results

- The participant's knowledge and understanding on health situation and challenges facing health sector in Tanzania were enhanced.
- The Participants knowledge on laws governing Health Sector in Tanzania were improved

THE WORKSHOP ON SOCIAL, ECONOMIC, POLITICAL AND HUMAN RIGHTS FOR WOMEN IN TANZANIA ORGANISED FOR MEMBERS OF PARLIAMENT AND STAFF HELD ON 6TH APRIL, 2013, DAR ES SALAAM

Introduction

This workshop discussed social, economic, political and human rights for women in Tanzania. It was attended by six Parliamentary Committees, namely; Constitutional Affairs, Legal and Administration, Local Authorities Accounts, Public Accounts , Infrastructure, Community Development and Agriculture, Livestock and Water . In total the workshop attended by 145 Members of Parliament, out of which 90 were men and 55 were women. It was also attended by 58 Members of Staff and 15 Journalists from different media houses. The Chairperson of the workshop was Hon. William M. Ngeleja, (MP) who is also a Vice Chairperson for Constitutional Affairs, Legal and Administration Committee.

The topics that were presented were:

- *Social and Economic Rights of Women in Tanzania and the Current Constitutional Review Presented by Dr. Modesta Opiyo from Mzumbe University*
- *Political and Human Rights of Women in Tanzania and the current Constitutional Review by Hon. Pindi Chana, MP from Tanzania Parliament*
- *Human Rights and Women in Tanzania and the Current Constitutional Review presented by Mr. Harold Sungusia from the Legal and Human Rights Center.*

Key results:

- Participants understanding of various issues regarding women's rights in Tanzania were improved
- Participants vowed to be at a forefront in war against violation of human rights.
- The participants knowledge and understanding on challenges facing women in Tanzania were enhanced

Outcome V: Capacity Built for Effective Parliamentary Administration and Management

Major achievements

- *Improved professional and technical services to MPs by staff after attending series of tailor made trainings such as EPICOR, bill analysis and scrutiny and Legislative processes in different reputable institutions*
- *Increased number of policy briefs prepared by staff and submitted to Members of parliament*
- *Improved understanding of bill analysis, budget cycle, research skills, communication skills and mastery of ICT and accounting packages to increase staff efficiency in their day to day work*

WORKSHOP ON PARLIAMENTARY SKILLS AND CONCEPT OF STRATEGIC PLAN, MTEF AND OPRAS 24 FEBRUARY-1 MARCH, 2013, DAR- ES SALAAM

This one-week training workshop organized for Parliamentary staff. The 35 staff attended the workshop from different departments. Mr. Theonist Ruhilabake, Assistant Director Committee's Department, chaired the training.

5 topics were presented and discussed as follows:

- *The Effectiveness and Functions of New Parliamentary Committee in Oversight by Mr. Athman Hussein, Assistant Director Committee Department*
- *The Role and Responsibility of Committee Clerks in Facilitating better functions of Parliamentary Committee by Mr. Theonist Ruhibalike, Assistant Director Committee Department*
- *Challenges Facing Parliamentary Committee Clerks in Performing their Functions and their Solution by Mr. Angumbike Ng'wavi Assistant Director Committee's Department*
- *The Concept of Strategic Plan and MTEF by Rashid Mfaume, Mzumbe University*
- *The Concept of OPRAS by Mr. Paulo Faty Mzumbe University*

WORKSHOP ON PARLIAMENTARY REPORTING ORGANIZED FOR MEMBERS OF PARLIAMENT, JOURNALISTS AND STAFF 8th JUNE, 2013, DODOMA

This workshop was organized to discuss on Parliamentary Reporting. It was attended by 11 members of Parliament, so journalist from several Media Houses and 14 Parliamentary Staff. In total the workshop attended by 11 Members of Parliament, out of which 6 were men and 5 were women. It was also attended by 14 Staff and 50 Journalists from different media. The Chairperson of the workshop was Mr. Josse Mwakasyuka, a Director of the Department of Civic Education, Information and International Relations and the Guest of Honor was Hon. Jenista Mhogane Chairperson of Community Development Committee. The topics presented were:

- *Responsible Journalism and Code of Conduct in Parliamentary Reporting presented by Mr. Owen Mwandumba, Parliamentary Information Officer*

- *The Legal Framework and Standing Orders Governing Parliamentary Reporting in Tanzania- Presented by Mr. Charles Mloka, Director of the Department of Parliamentary Committees.*
- *Challenges Facing Parliamentary Reporters in Tanzania presented by Mr. Florian Kaijage, a Journalist.*

Key results:

- Participants' understanding of ethics and laws related to parliamentary reporting improved
- Participants' understanding of challenges facing journalists when reporting parliamentary business **improved**

CAPACITY BUILDING ON ICT OVERVIEW AND PRESENTATION OF THE CERTIFICATES 26 JUNE, 2013, DODOMA

This one day Training Workshop was organized for Members of Parliament on overview of ICT. The Training workshop was attended by 40 Members of Parliament out of which 26 were men and 14 were women. It was also attended by 10 Members of Staff and 15 Journalist from different media group. The topic that were presented was an Overview of the ICT and How can be Used by Members of Parliament in Social and Economic Development. Another activity on this Workshop was the presentation of Certificates to Members of Parliament who attended the Training Course.

Key Results

- The participant's knowledge on ICT and How can be Used by Members of Parliament in Social and Economic Development were enhanced
- Members of Parliament(50) who participated on the Training Course received their Certificates

Recommendations;

- more training on advance Computer Training Course
- all participants who will attend course to be given certificates.

Prepared by;
Mr. Lawrence R. Makigi
Mr. Angumbike L. Ng'wavi
Parliament Office, Dar- Es Salaam,
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