

## Minutes of the 1<sup>st</sup> Steering Committee Meeting on

### *The Support to an Integrated National Civil Registration System in Sierra Leone 2015 – 2017* Programme

MOFED Conference Room, 9<sup>th</sup> June 2015

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#### Summary

The 1<sup>st</sup> **Steering Committee (SC) Meeting** for *the Support to an Integrated National Civil Registration System in Sierra Leone, 2015 – 2017* was held on 9 June 2015 at 3.00 pm in the Conference Hall of the Ministry of Finance and Economic Development (MoFED) in Freetown. The meeting was chaired by the Minister of Finance and Economic Development, Dr. Kaifala Marah, and co-chaired by the UN Resident Coordinator, Mr. David McLachlan-Karr. The meeting was attended by the Ministry of Internal Affairs (MIA), the Ministry of Finance and Economic Development (MoFED), the Ministry of Information and Communications (MIC), the National Electoral Commission (NEC), the National Registration Secretariat (NRS), Statistics Sierra Leone (SSL), National Elections Watch (NEW), UNICEF, PLAN International, EBF development partners (DFID, European Union, Irish Aid) and the United Nations Development Programme (UNDP).

The main items on the agenda were the review of the Terms of Reference for the Steering Committee, and the Launching of the new Civil Registration Project.

#### I. Opening remarks

The **UNDP Country Director, Mr. Sudipto Mukerjee** gave a brief overview of the Civil Registration project so far. He informed that the project budget had increased from \$13M to \$17M, and that a mass registration process would take place later this year or early next year. The project incorporates civic education and high level capacity development components. Rationalization of the proposed registration centres has been carried out.

Mr. Mukerjee informed that the budget for 2015 is \$3.9M of which UNDP has contributed \$1M and GoSL to contribute \$2M. He intimated that the IT Advisor and the ICT support team were inherited from the Elections Project and that the recruitment of the Project Coordinator was far advanced. ID cards could not be distributed because they contain a logo of the proposed National Civil Registration Authority which is yet to be legally established. The registration software has been developed and two pieces of legislation ready. He appealed to both Ministers to take the Bills to Parliament for review.

**Chair, Minister MoFED**, informed the main business of the meeting was to review the Terms of Reference (ToR) for the Steering Committee (SC). The representatives of UNICEF and PLAN International were welcomed and introduced. The new UNDP Governance Team Leader, Ms. Annette Nalwoga was also introduced.

## **II. Review of Terms of Reference for the Steering Committee**

Ms. Nalwoga took members through the proposed Terms of Reference which detailed the Programme objective, Programme Governance, Key responsibilities for the Civil Registration Steering Committee and Composition of the Civil Registration Programme Steering Committee.

**Note: For draft ToR please refer to Annex A**

Members then suggested names of institutions they felt could become potential members of the SC.

**Ms. Marcella Samba-Sesay, NEW** sought clarification as to whether NEW was supposed to be represented at the Steering Committee meeting.

**Hon. J B Dauda, Minister MIA**, suggested that the Ministry of Local Government become a member as some local government facilities would be utilized.

**Mr. Bakarr Tarawally, Director of Communications, MIC**, suggested that the Ministry of Labour and Social Security should be made a member.

**Ms. Ndangariro Moyo, UNICEF**, suggested that some institutions/organizations that support registration be included as members.

**Chair, Minister MoFED** noted that Civil Society was an important partner but would consult before making a decision on which CSO could be represented at the SC. He confirmed that Statistics Sierra Leone (SSL) would definitely become a member. He noted all the suggestions and informed that he and the Minister of Internal affairs would brief Cabinet after which the final list of SC members would be drawn.

It was agreed that the Terms of Reference for the Steering Committee would be electronically shared with members, with a short window for review and feedback.

## **III. Launching of the new Civil Registration Project**

**Mr. Foday Kamara, Chief Registrar NRS**, gave an update on the Civil Registration Project so far.

**Note: For detailed NRS presentation see Annex B**

**UNDP Country Director**, thanked NRS for the exhaustive report. He said there were a few pending issues like grappling with the programme management. He thanked NEC IT for the technical support to the project.

**Ms. Marcella Samba-Sesay, NEW** stated that what she gathered to be civil registration was just individual agencies doing their own thing; she asked that a strategy be put together to get the agencies to collaborate to get the actual project moving.

**Mr. Bakarr Tarawally, Director of Communications, MIC**, clarified that NRS was first trying to put the structures in place and would then get all the agencies on board to put together the national civil

registry. He asked NEC to reconsider the decision of housing the Disaster Recovery Centre (DRC) at NEC HQ.

**Mr. Gibril Kargbo, Irish Aid**, stated they were looking forward to GoSL's funding for the project. He said they had not seen the project document and would like to know the distances between regional centres.

**UNDP Country Director** promised to share the project document and confirmed the registration centres were equal distances apart.

**James Lahai, NEW**, advocated for early and extensive sensitization of the populace on civil registration so that people become aware and knowledgeable. He said people needed be clear on the process so that all forms of confusion or doubts would have been eradicated from their minds.

**Chair Minister MoFED**, intimated the location of the Disaster Recovery Centre (DRC) will be reviewed.

**Mr. Donald King, NRS** added that the National Civil Registration Authority (NCRA) should be the authority responsible for all forms of registration and would be a one stop-shop. He informed that the Act of Parliament which should give the authority the mandate to operate is yet to be passed.

**NEC Chair**, advised that the NRS calendar be aligned to NEC's. He assured that NEC had the facility and provision of adequate security to house the DRC.

**Chair, Minister MoFED**, endorsed the fact that the point made by NEW was valid. Nature he said does not accommodate vacuum. During the Ebola crisis, UNDP helped with biometric kits to clean up the payroll of Ebola workers and NaCSA introduced the safety net. The seeming appearance of stand-alone activities he said would die out when the system comes fully into being. Chair, Minister encouraged the leadership of the key institutions to meet regularly.

**Minister IA** concluding said a wide number of agencies are to be integrated under the registration process and thirteen legislations are to be incorporated to form one Act for the NCRA, the sole Authority for registration in the country. Minister informed he would have to present the Data Protection Bill to ensure details would be kept confidential. He said there was a Memorandum of Understanding with NEC and he recommended active collaboration with Statistics Sierra Leone. He ended up by informing that political parties were happy with the project and that the new Authority would present electoral list. The only holdup was the passage of the Bill.

The Minister then launched the Civil Registration Project.

## **Attendance List**

1. Hon. Dr. Kaifala Marah, Minister of Finance and Economic Development, (MoFED), Chair
2. Mr. David McLachlan-Karr, UN Resident Coordinator, Co-Chair
3. Hon. Joseph B Dauda, Minister of Internal Affairs, MIA
4. Mr. Mohamed N Conteh, Chairperson and Chief Electoral Commissioner, NEC
5. Ms. Augusta Bockarie, Commissioner, NEC
6. Mr. Macksood Gibril Sesay, Commissioner, NEC
7. Mr. William A Davies, Executive Secretary, NEC
8. Mr. Victor E W Samuels, NEC
9. Mr. Foday Kamara, NRS
10. Mr. Donald King, NRS
11. Mr. Elijah Koroma, NRS
12. Mr. Abdul Malik Bangura, NRS
13. Mr. Aiah F Koroma, NRS
14. Mr. Abdul R Cole, NRS
15. Mr. M K Koroma, SSL
16. Dr. Sullay Kamara, SSL
17. Mr. Bakarr Tarawally, MIC
18. Ms. Abie Kamara, Deputy Director DACO, MoFED
19. Ms. Mary Nyelenkeh, MoFED
20. Mr. James Lahai, NEW
21. Ms. Marcella Samba-Sesay, NEW
22. Mr. Emmanuel Sandy, PLAN International
23. Ms. Cecilia S Hanciles, PLAN International
24. Ms. Ndanga Moyo, UNICEF
25. Ms. Glenis Taylor, UNICEF
26. Ms. Samina Bhatia, DFID
27. Mr. Annup Vyas, British High Commission
28. Ms. Sinead Walsh, Irish Aid
29. Mr. Gibril Kargbo, Irish Aid
30. Mr. Tom Ashwanden, EUD
31. Mr. Sudipto Murkerjee, Country Director, UNDP
32. Mr. Lionel Laurens, UNDP
33. Ms. Illuminate Maerere, UNDP
34. Mr. Frik Olivier, UNDP
35. Mr. Humayun Khan, UNDP
36. Ms. Gloria Thomas, UNDP

**ANNEXES**

**ANNEX A – Terms of Reference for the Steering Committee**

**ANNEX B – NRS update**