

A N N U A L R E P O R T 2 0 0 4



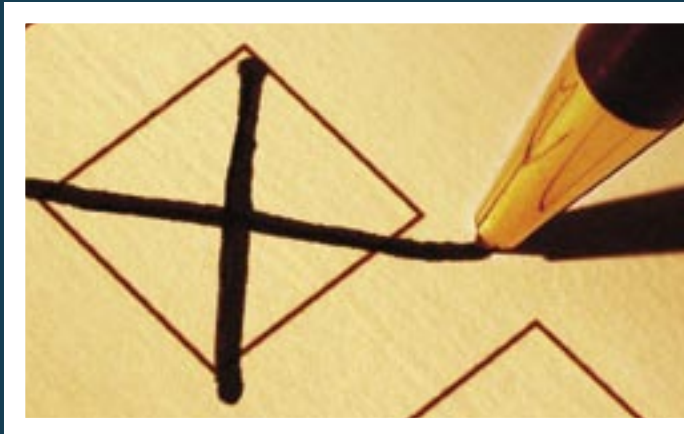
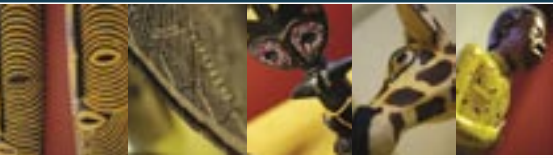


Table of Contents

1.	About EISA	2
2.	Chairperson's Annual Message	3
3.	Executive Director's Annual Message	4
4.	Programme Reviews:	
	i. Elections and Political Processes	8
	ii. Conflict Management, Democracy and Electoral Education	14
	iii. Research, Publications and Information Department	24
	iv. Balloting and Electoral Services	30
	v. Local Government Programme	34
	vi. Information and Communications Technology	38
	vii. Angola Offices	40
	viii. Democratic Republic of Congo Offices	44
	ix. Mozambique Offices	48
5.	Publications and Library	52
6.	Financial Statements	58
7.	The EISA Staff	61
8.	The Board of Directors	62
9.	List of Donors	63



About EISA

Our Vision

“Promoting Credible Elections and Democratic Governance in Africa.”

Our Mission

Strengthening electoral processes, good governance, human rights and democratic values through research, capacity building, advocacy and other targeted interventions.

Type of Organisation

Independent, non-profit and non-governmental organisation whose focus is elections, democracy and governance in the Southern African Development Community (SADC) and the rest of the African continent.

Date of Establishment

July 1996

Our Partners

Electoral Management Bodies, political parties, civil society organisations, local government structures, parliaments, relevant governmental departments and donors.

Our Approach

Through innovative and trust-based partnerships throughout the SADC region and beyond, EISA engages in mutually beneficial capacity reinforcement activities aimed at enhancing all partners' interventions in the areas of elections, democracy and governance.

Our Structure

EISA consists of an Executive Director supported by a Finance and Administration Department and an Information and Communication Technologies Unit with several focused programmes:

- Elections and Political Processes (EPP)
- Conflict Management Democracy and Electoral Education (CMDEE)
- Balloting and Electoral Services (BES)
- Research, Publication and Information
- Local Government
- Political Parties

EISA operates with a core staff drawn mainly from the SADC region. The organisation contracts regional, continental and international democracy and governance experts to support its activities. A Board of Directors, consisting of important stakeholders in the SADC region and beyond, provides strategic leadership and upholds financial accountability. EISA has recently been joined by two highly regarded patrons.

Chairperson's Message

I am delighted that 2004 saw a steady continuation of last year trend, characterised by the expansion of our geographical and programmatic scopes, increased ability to meet our partners' needs as well as the end of the cycle of negative growth of the past few years. This trend is the result of multiple factors which include good strategic planning, sound and prudent financial management, confidence building with partners and staff commitment.

Our strategic planning retreats of this year and the year before have born fruits given that the organisation's vision is increasingly shared by the Board, management and staff, and growth has been carefully planned. We are very satisfied to see, for example, that the prudently planned opening of field offices is today a reality and our offices in Angola, the Democratic Republic of Congo and Mozambique are making a unique contribution toward our vision of promoting credible elections and democratic governance in the continent.

Held thrice a year, the Board of Directors' meetings continued to constitute an important opportunity for the Board to take stock of the work being done by staff and advise the Executive Director and management on broader strategic matters as well as controlling the organisation's finances in view of ensuring strict adherence to universally accepted financial and accounting practices.

Board members had the opportunity to be involved in the work that management and staff are engaged in, and were able to make very appreciated inputs in this work. Some of us joined the EISA regional election observer missions either as mission leaders or observers while others provided expert advice to management in areas such as the design of research methodologies. It was gratifying to see our staff provide technical assistance and field election observer missions in five countries in a row with such high degree of competence, efficiency and professionalism.

Next year there will be national elections in three SADC countries, namely Zimbabwe, Mauritius and Tanzania and local government elections in Lesotho. In addition, elections are scheduled to take place in several other countries in other parts of our continent. EISA will be readily available to assist, where possible.

I am very pleased with our performance throughout the year in review and congratulate our staff and my Board colleagues for the achievements. Let's embrace year 2005 with renewed determination, dedication and professionalism.

A.L. Thoahlane

EISA Board Chairperson

December 2004



Executive Director's Message

Year 2004 was essentially characterised by the implementation of the strategic decisions made during the staff retreats of 2003 and this year, and endorsed by the EISA Board of Directors. During the year under review, EISA took bold steps in order to consolidate its work as well as to expand its activities geographically and programmatically, thus covering the rest of Africa. In real terms, EISA opened field offices to accompany democratic transitional processes in several African countries, embarked on major regional research programmes, deepened its election and conflict management work and strove for the entrenchment of electoral democracy at the level of organisations. At the same time, the organisation continued to enhance its financial systems and management, which has resulted in an improved bottom line, with the organisation resorbing its deficit of several consecutive years.

In 2004, EISA opened field offices in Kinshasa, Democratic Republic of Congo – DRC (February); Luanda, Angola (May); and Maputo, Mozambique (July). The aim of these offices is to provide day-to-day support to election stakeholders in these countries. In the DRC, for example, EISA signed a Memorandum of Understanding with the Senate which governed EISA's technical, logistical and financial support to Congo's upper chamber of parliament in the drafting of the post-transitional constitution. Simultaneously, EISA organised civil society and political parties for their respective inputs in the constitution-making process. Special attention was paid to women's involvement in this process in order to achieve greater gender parity in the country's new institutions. The organisation also conducted activities with the Commission Electorale Indépendante, as a way of inducting the newly appointed commissioners.

The programme in Angola focused on preparing the ground for its support to electoral stakeholders, namely, political parties, civil society organisations and officials from the Ministry of Territorial Administration.

The needs of Angola and the DRC were greater than Mozambique's because the former two countries had not held democratic elections in 12 and 44 years respectively. Mozambique's programme sought to consolidate democracy and peace by focusing on strategies aimed at enhancing the skills of election stakeholders to engage successfully in election-related conflict. EISA involved the election stakeholders from these three countries in its regional activities, including conferences, workshops and election observation missions, with a view to familiarising them with electoral matters. A special emphasis was put on Angola and the DRC.

During the year under review, parliamentary and presidential elections were held in South Africa (April), Malawi (May), Botswana (October), Namibia (November) and Mozambique (December). EISA provided direct support to domestic election observer groups in all five countries. In addition, EISA successfully fielded election observer missions in these countries. These missions consisted of female and male observers drawn from civil society, electoral management bodies, political parties and parliaments, mostly from the Southern African Development Community (SADC) region. EISA's missions offered an opportunity to impart practical election observation skills to its partners in various countries, especially those without a long tradition of democratic elections. The election observation missions based their assessment of electoral processes

on the 'Principles for Election Management, Monitoring and Observation in the SADC region' (PEMMO) adopted by EISA and the Electoral Commissions Forum (ECF) of SADC countries in 2003.

EISA was honoured by high profile personalities who kindly agreed to lead its regional election observation missions in the various countries. These personalities included the Chairperson of the Independent Electoral Commission of Lesotho and Chairperson of the EISA Board of Directors, Mr Leshele Thoahlane (South African elections), former President of the Republic of Botswana, Sir Ketumile Masire (Malawi elections), Speaker of the National Assembly of Lesotho, Madame Nthloi Motsamai (Botswana elections) and the Chairwoman of the Electoral Commission of South Africa, Dr Brigalia Bam (Mozambican elections).

EISA's technical assistance to the various election stakeholders has been designed, packaged and offered to meet the requirements of the delivery of free, fair and credible elections while addressing, at the same time, a need for the effective prevention and resolution of election-related conflict in order to avoid an escalation of violence during electoral processes.

Equally important, EISA has been in the forefront of efforts towards the entrenchment of a culture of internal democracy within organisations such as public and academic institutions, trade unions, political parties, private corporations and civil society organisations, through providing electoral services, including the administration of elections. EISA's work in the area of conflict management and administration of elections for organisations was rewarded in December this year with the '2004 Electoral Democracy Award', granted by the South African Human Rights Commission, the Electoral Commission of South Africa and the South African Commission on Gender Equality. This award was accepted with gratitude, especially because it was granted not only in an election year for South Africa but also in the year during which the country celebrated its 'Ten Years of Democracy'.

EISA initiated a major regional research programme aimed at describing and explaining the varying degrees of democratic governance among SADC countries. The study attempts to understand and explain the roles of actors, such as political parties, local government structures and authorities, civil society organisations, governments, parliaments and the justice systems, in the consolidation of democratic governance in the region. In addition, a strong foundation was laid in 2004 for the consolidation of our programmes in areas such as Local Government and Political Party Strengthening. Also during the year, EISA was informed that its Journal of African Elections had received accreditation status. This is a clear recognition of the quality of the work produced by our contributors, the editorial board and staff.

The period under review also saw EISA improve its financial situation by resorbing its deficit and recording, for the first time in several consecutive years, an overall surplus. The organisation will consolidate its financial management and continue to be rigorous in the allocation and monitoring of expenses.

Late in 2004, EISA conducted a needs assessment mission in Burundi in order to evaluate the country's need for an electoral programme ahead of the vital local government, parliamentary

and presidential elections scheduled to start from early 2005. It is hoped that next year, EISA will open a short-term field office in Bujumbura to support the Burundian electoral and political process in 2005.

In 2005, EISA will also continue to consolidate its work. Our programmes in Angola and DRC will be expanded to encompass actual electoral activities. In Mozambique, the focus will be on the consolidation of peace and democracy through, inter alia, electoral reform activities as well as increased citizen participation in parliamentary work combined with outreach activities by parliamentarians. EISA plans to conduct needs assessment missions in several countries, including Côte d'Ivoire, Rwanda and Sudan, in order to evaluate the specific needs of each of these countries in the areas of election, democracy and good governance.

I wish to express my gratitude to the EISA Board of Directors for its support of my vision and for its guidance throughout this year. Board members have been involved in the organisation's activities and have added value to our work. We benefited tremendously from their advice and wisdom.

I am also thankful to my colleagues, management and staff of EISA for their commitment and smart and hard work. This year was extremely busy because of the five general elections held in the region as well as the intensity of work in our newly established field offices. As an organisation, we did not have any experience in supporting and monitoring several field offices scattered throughout the region. We embarked on this new experience together with commitment, faith and passion. The success achieved in 2004 is undoubtedly a result of our collective effort.

The cooperation of our regional and national partners in programme conceptualisation, implementation and evaluation is acknowledged. Without this cooperation, the achievements of this year would not have materialised and our efforts would have been in vain.

Last, but by no means least, I am indebted to our donors who trusted us and risked substantial amounts of money in some of the most volatile places in the world in support of our programmes. Their advice, from the development of our programmes to their implementation, helped us rethink and ameliorate our concepts and strategies.

I look forward to 2005 with excitement and enthusiasm, knowing that our organisation will fulfil its promise of continuing to provide unique support to its partners throughout the region and the continent.

Denis K Kadima

Executive Director

December 2004

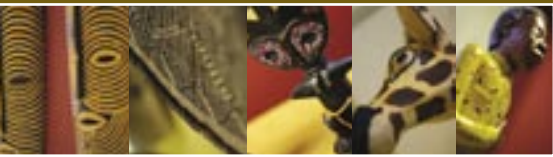




EISA was presented with the Electoral Democracy Award for organisations at the Human Rights and Democracy Award ceremony in Johannesburg on Friday evening, 10 December 2004. The Awards, an initiative of the South African Human Rights Commission, the Independent Electoral Commission and the Commission on Gender Equality, recognises contributions to human rights and democracy in South Africa by individuals and organisations.



Zahira Seedat and Denis Kadima



ELECTIONS AND POLITICAL PROCESSES



Sa Ngidi



Martinho Chachua



Dieudonne Tshiyoyo



Belinda Musanhu



Zingi Zibonti

Programme Reviews

Elections & Political Processes

Overview

During the period under review, the Elections and Political Processes (EPP) department had five staff, viz, Ms Sa Ngidi (Manager), Mr Martinho Chachiuva (Programme Officer for Angola and Mozambique), Mr Dieudonné Tshiyoyo (Programme Officer for the Democratic Republic of Congo – DRC), Ms Belinda Musanhu (Programme Officer for Election Observation) and Ms Zingi Zibonti (Programme Assistant).

A number of milestones were reached in the course of 2004. The field offices in Angola, DRC and Mozambique became operational and the Principles for Election Management, Monitoring and Observation in the SADC region (PEMMO), adopted in November 2003, were published in SADC's three official languages, namely English, French and Portuguese. The five elections that took place in the region provided the platform for the practical application of PEMMO as an election assessment tool. The department successfully fielded five EISA regional election observer missions and supported domestic election observer groups in the five countries which held general elections in 2004.

The EPP's objectives in 2004 were:

- Promotion of PEMMO in the SADC region;
- Co-ordination of EISA's regional election observation mission to five electoral processes taking place in SADC countries;
- Provision of strategic programming and support to regional election networks, namely the Electoral Commissions Forum (ECF) of SADC countries and the civil society-based SADC Electoral Support Network (SADC-ESN), as well as to individual electoral management bodies and countries' civil society electoral networks; and
- Support for field offices in Angola, DRC and Mozambique, with a view to contributing towards consensus-building and supporting electoral stakeholders for the conduct of successful, credible, and free and fair elections.

Activities and Achievements

Supporting Field Offices

EPP is pleased with its contribution to the institutional effort of expanding EISA's geographical coverage. Following the organisation's 2003 strategic decision to streamline its support to election stakeholders in Angola, DRC and Mozambique through a more permanent presence, EISA devised projects for this purpose, in close collaboration with the relevant countries' election stakeholders. Therefore, EISA opened field offices in the DRC (February 2004), Angola (May 2004) and Mozambique (July 2004). The field offices' work programmes varied according to

the context. In the DRC the emphasis was on the facilitation of the constitution and law-making processes, while in Mozambique the programme focused on election-related conflict prevention and management training. In Angola, the EISA office strived to help civil society organisations improve programmatic coherence and complementary actions in the area of election, including discussions on the legal framework. This effort took the form of collective planning workshops and the issuing of joint media releases and statements. EISA conducted brainstorming sessions with political parties as well as with relevant ministry officials.

For more details of the actual activities of each field office, readers are referred to the respective country sections in this annual report. Overall, however, the establishment of EISA field offices in Angola, DRC and Mozambique has positioned EISA as an important resource at the disposal of electoral stakeholders in these three countries.

PEMMO

EPP conducted a PEMMO dissemination drive primarily in those countries holding elections in 2004. A campaign of launching the document in those countries was successfully carried out. Training was conducted for domestic observer groups in the same countries on the use of PEMMO. The principles were also translated into election observation data collection forms, which became the main tools of EISA observer missions in South Africa, Malawi, Botswana, Namibia and Mozambique. It was, therefore, possible, not only to disseminate PEMMO as a set of ideal benchmarks, but also to put the benchmarks to practical use in assessing the five elections that took place in the SADC region in 2004.

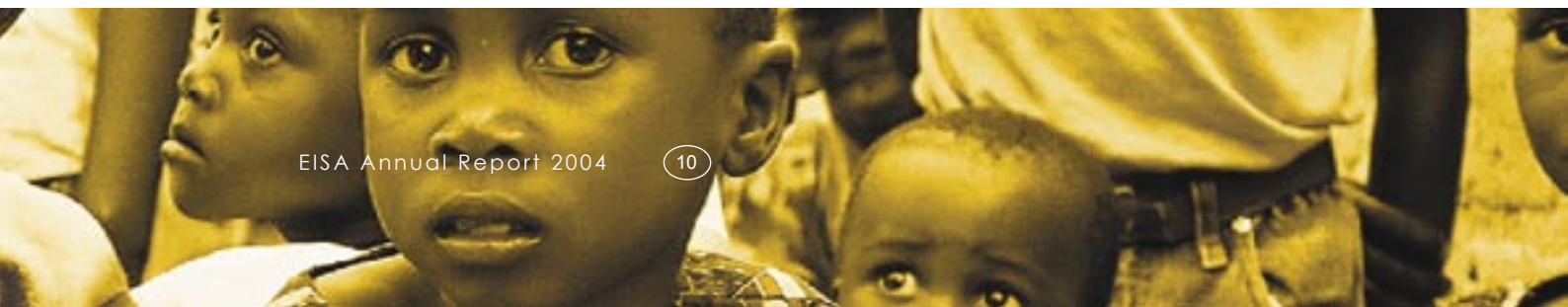
The Electoral Commission's Forum of SADC Countries (ECF)

EISA continued to serve as the Interim Secretariat of the ECF in the year under review. In this role, EISA organised all the statutory meetings. The ECF's 6th annual general conference was held in Victoria Falls, Zimbabwe on 20-24 July 2004. His Excellency, President Robert Mugabe, officially opened the conference. The conference elected Mr V Tonchi of Namibia as the ECF executive committee chairperson.

The theme of the conference was 'Elections, Democracy and National Development'. Amongst the key resolutions, the need to establish a permanent secretariat for the ECF in Botswana, as agreed during the 2003 annual conference, was reiterated. In this regard the conference decided to advertise for a programme officer for the ECF, to be based at the Botswana Independent Electoral Commission offices, as of January 2005. In anticipation of the end of EISA's role as the ECF's Secretariat, it was suggested that a memorandum of understanding between ECF and EISA be signed to regulate the new relationship.

Election Observation

One of the main milestones of the EPP department has been in the area of election observation. Over the period under review, EPP co-ordinated the fielding of five EISA regional election observation missions. The quality of EISA election observation has improved, in terms of organisation and logistical arrangement as well as methodology and professional outlook. The average size of the mission deployed in 2004 was 32 members; the smallest delegation was to Botswana with 22 members and the largest was to South Africa, with 40 observers.



Apart from organisational efficiency, EISA missions were qualitatively boosted by two additional factors: on the one hand, EISA missions witnessed a methodological improvement as a result of the systematic use of PEMMO in assessing electoral processes; and, on the other hand, the visibility of EISA missions was enhanced by the prominence of their leadership. High-profile personalities, such as Sir Ketumile Masire (former President of Botswana), Hon. Nthlo Metsamai (Speaker of the National Assembly of Lesotho) and Dr Brigalia Bam (Chairperson of the South Africa IEC) led the missions to Malawi, Botswana and Mozambique respectively.

Support of Domestic Election Observers

EISA has been able to provide technical and financial support to domestic groups in Malawi, Botswana, Namibia and Mozambique to ensure their participation in monitoring elections in their respective countries. The rationale is to ensure the existence of strong civil society whilst promoting the use of PEMMO as the election assessment tool by domestic groups. EISA believes that locally-based organisations are best placed to ensure the entrenchment of the election principles espoused by PEMMO.

Under this project, EISA helped many domestic groups design training material, took part in training observers and assisted them with the logistical and substantive arrangements of the actual observation exercise, as well as reporting on their observations.

Youth Participation in Political Processes

EPP implemented a project which focused on countries having elections in 2004 and was aimed at encouraging youth participation in political processes. Workshops were held in South Africa, Malawi and Botswana. While the emphasis differed according to the political context of each country, there were common features: the workshops were used as a platform to promote youth participation in the electoral process; and they were also used to interrogate the policies which affect youth contained in political parties' programmes and manifestos. Through this exercise the project hoped to induce the interest and participation of youth in the electoral process and, in the long run, in broad governance issues.

As the project evolved, the department saw the need to include the youth in EISA's broader activities more systematically; hence the involvement of many young people in EISA's regional election observer missions in selected countries in 2004. EISA and the SADC Youth Movement are planning to convene a regional youth conference in the second half of 2005, aimed at designing a road map for youth involvement in election, democracy and governance issues in the region.

Monitoring the Misuse of State Resources

EISA secured funds for implementing a pilot project on the misuse of state resources during the campaign period. The project is technically supported by the Open Society Justice Initiative, which had implemented a similar programme in Russia and Mongolia. After a scoping study on the available instruments that regulate the use of state resources at continental, regional and country levels, a monitoring exercise was piloted in Mozambique during the campaign. The report of the pilot is being compiled. It is anticipated that after the report is completed, a set of follow-up activities will be devised.

ACE Project

EISA has been invited to be a partner in a project aimed at producing a revised version in the Administration and Cost of Elections Project (ACE), which is a worldwide electronic electoral information resource originally conceptualised by International IDEA, the United Nations and IFES. ACE provides information on elections and makes it available to anyone who may require it through its website www.aceproject.org. EPP took part in a content design meeting aimed at identifying responsibilities for each partner organisation as well as areas of focus in updating the material. EISA was given the topics of 'Voting' and 'Counting' to update. All material should be ready by the end of 2005. EISA is also expected to play a leading role in the capacity development component, which is going to be implemented in the SADC region.

Activities for 2005

Following the successful establishment of the field offices in 2004, EPP will support their election-related programmes in 2005 and onwards. This will entail serving as technical back-up on issues related to election administration, observation, monitoring and election support network management. EPP will also continue to represent EISA in the ACE project arrangement through its oversight of the writing of the ACE material as well as by co-ordinating EISA's input into the capacity development component.

EPP will pursue the co-ordination of EISA regional election observation missions as well as promote PEMMO, both at national and regional levels. In promoting PEMMO, EISA will seek to strengthen the capacity of civil society organisations which are part of the SADC-ESN, particularly in the area of election observation.

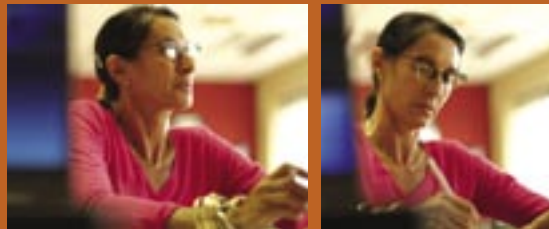
The department will complete its smaller projects, such as the youth project and the use of public resources during electoral campaigns, and develop a way forward for them. EPP will also rethink its role with the regional networks, namely ECF and ESN.

Within the context of the broad strategic discussion underway at EISA, EPP will refine its core areas of competencies and identify key growth areas in terms of deepening its understanding and competencies of new areas of work next year.





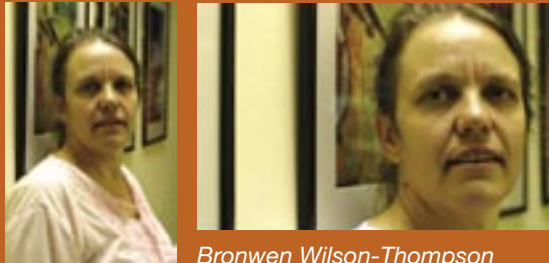
CONFLICT MANAGEMENT, DEMOCRACY AND ELECTORAL EDUCATION



Ilona Tip



Sherri Le Mottee



Bronwen Wilson-Thompson



Yvette Walljee

Conflict Management, Democracy and Electoral Education

Overview

The activities of the Conflict Management, Democracy and Electoral Education (CMDEE) department fall into five thematic areas: citizen participation, inclusion of democracy and human rights in the school curriculum, conflict management, support to the electoral process, and local government capacity building. The year 2004 was an extremely busy one for the department as a concerted effort was made to ensure that its activities reflected the new organisational vision. Several activities were piloted and the department was able to extend its learning and experiences to similar situations in the SADC region. In particular, EISA has worked with a regional task team from six SADC countries in the area of the inclusion of democracy and human rights in the curriculum.

The CMDEE department is staffed by Ms Ilona Tip (Senior Advisor), Ms Sherri Le Mottee (Curriculum Specialist), Ms Bronwen Wilson-Thompson (Materials Developer) and Ms Yvette Walljee (Programme Assistant). Mr Ndumiso Mdlalamba was employed on a short-term contract until December 2004 to assist with co-ordinating the Democracy and Human Rights Education in Schools and Civil Society project.

The department's programmes and activities are underpinned by the belief that participation is the key role for citizens in a democracy and that it is the duty of citizens to engage with their environment. Participation takes many forms, including standing for elections, voting in elections, making an informed choice, debating issues, paying taxes, etc. EISA's activities, supported by the CMDEE department, seek to entrench inclusive democratic practices.

The department collaborated with other EISA departments, in particular working closely with Electoral and Political Processes, in support of EISA's partners in those countries which held elections in 2004. The CMDEE department also partnered with the Local Government Programme in materials development and training.

EISA identified two specific areas as constituting major strategic thrusts for 2004 within which the department aligned its activities:

Growth – The geographic spread of work was consolidated in the SADC region and extended beyond the region and the continent. A member of staff joined a three-person fact-finding mission to Burundi to assess and identify areas where EISA can support initiatives in preparation for the 2005 referendum and local, parliamentary and presidential elections. This resulted in the formulation of a proposal to open an office in Burundi. A department staff member was invited to observe the Sri Lankan elections as part of the Commonwealth Observation Mission. Training related to electoral conflict was conducted in Zanzibar, at the invitation of the Zanzibar Electoral Commission, supported by the Commonwealth.

Consolidation – 2004 provided an opportunity to consolidate knowledge, resources, infrastructure and programmes. Several projects, such as Democracy and Human Rights Education in Schools and Civil Society, were in their second year of implementation, which allowed the department to stand back, reflect and address shortcomings and gaps. A project addressing local government capacity building for newly elected ward committees was piloted in the Eastern Cape. An assessment of the pilot project was completed and the material was developed, adjusted and finalised following the assessment. New projects were identified and proposals prepared and submitted.

CMDEE staff members interacted with other networks and organisations throughout SADC, building relationships and partnerships to effectively deliver on programmes.

Project Activities and Achievements

Citizen Participation

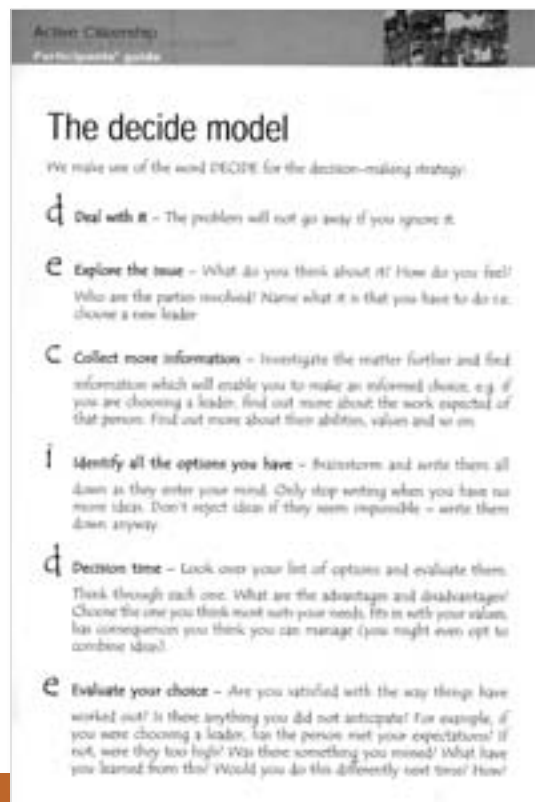
As part of its overall strategy for transformation and change in the region, the department has put in place appropriate programmes to contribute to building a society in which individuals and communities are empowered to make a difference to their environment and society through available democratic channels.

The department considered different interventions, including the design and development of two toolkits, entitled Active Citizenship and One in a Million, roundtables and a conference.

The Active Citizenship programme was designed for adult learners and comprised a facilitator's guide and support materials and a participant's resource book. The One in a Million programme was designed for youth and comprised an educator's guide, learners' handouts, a video and a cd-rom. The programmes were rolled out in Gauteng, Mpumalanga, North West, Limpopo and, in the Eastern Cape, in East London and Port Elizabeth.

One in a Million was rolled out in both the formal and non-formal education environment. The CMDEE department worked closely with the relevant education departments in rolling out the programme. The department used a two-pronged approach: training facilitators in organisations in the methodology and facilitation skills and providing training direct to the public.

The programme is interactive and participatory and the material is designed in an easy-to-use format, as indicated in the example alongside.



An additional resource entitled “Ukuz’khetela – It’s your turn 2 vote” was added to the One in a Million toolkit in preparation for the 2004 South African national and provincial elections. It is however, not restricted to the South African context and can be used to develop political literacy amongst young people. The resource, which included an A3 comic book and a video, was designed for youth, motivating them to register and cast their vote.

A total of 436 facilitators were trained and provided with the necessary toolkits to enable them to conduct training for their organisations and in their communities.

Inclusion of Democracy and Human Rights Education in the School Curriculum

In the course of its work with educators and schools, the need for easy-to-use educator and learner resource materials was identified as a priority. The CMDEE has developed an extensive collection of resource materials and training programmes. The resources offer classroom-based educators’ materials for classroom teaching and whole school development. The materials are flexible and can be used for a number of grades, integrated across the curriculum and infused into numerous learning areas.

Through the Celebrating Difference project, which is now in its third phase, the department has developed learning resources to support educators who are implementing programmes encouraging the growth and consolidation of a culture of human rights, equality, dignity and peace within their school communities. An important aspect of this project is that the project team has worked with the experiences of learners and educators and, therefore, designed materials and interventions which respond to the needs of school communities.

Roundtables were held in all the provinces in which EISA was active. The roundtables were attended by a range of stakeholders, including educators, representatives of civil society organisations and trade unions, and academics. Topics included:

- * Building an inclusive education and training system;
- * How to use arts and culture in the curriculum to promote human rights and inclusivity;
- * Celebrating language; and
- * E-Learning: The relevance of information and communication technology in democracy and human rights education.

Through the One in a Million programme, workshops were conducted for educators in the Eastern Cape, Limpopo, North West and Mpumalanga in the content and methodology of the programme. In addition, workshops were conducted for learners in Port Elizabeth and Alice, where 150 learners attended the workshop.



Constitution Hill

EISA developed the on-site school materials for the Constitution Hill schools programme. This included a high school booklet, primary school booklet and a photographic book, as well as an educator's guide.

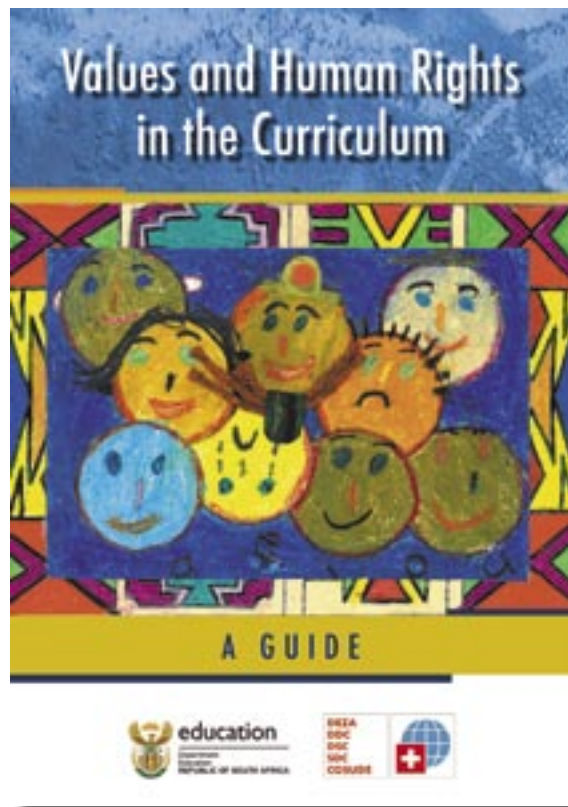
EISA assisted in developing the information pack for the guided tour for school-based learners. EISA also assisted in training the guides who conduct the tours and facilitate the learner workshops.

Race and Values Materials

The department has worked closely with the National Department of Education's Race and Values Project and in partnership with the Centre for Education Policy Development and the Early Learning Resources Unit. The department developed an educator handbook to assist educators to navigate human rights materials for each of the learning phases. The materials were piloted during this year and will be rolled out country-wide during 2005.

ACE Programme for Educators

During 2004 two department staff members continued to support and participate in the University of the Witwatersrand's School of Education Advance Certificate in Education in Human Rights and Values in Education (ACE). The course is offered to educators in Gauteng.



SADC Human Rights, Democracy and Peace Education Programme

The department conducted a feasibility study in six SADC countries (Botswana, Lesotho, Mozambique, Malawi, Zambia and South Africa) looking at policies and practices in each of these countries regarding the inclusion of human rights and democracy education in the curriculum. CMDEE staff traveled to the countries and met with education department representatives working in the field of curriculum development. During these visits the CMDEE staff also visited schools, and consulted with civil society organisations who work with education departments. Materials and information were collected on how countries in the SADC region are facing the challenge of human rights, democracy and peace in the curriculum at school. A review team will meet in February 2005 to analyse the materials and curricula in order to write a short review on the orientations and approaches being used regionally and to reflect on how these ideas can be incorporated and integrated into learning resources.

A regional conference was held in Johannesburg from 29 - 31 March 2004, co-hosted by the South African Human Rights Commission and the South African National Department of Education and opened by the then Minister of Education, Professor Kadar Asmal. The theme of the conference was 'The Inclusion of Democracy and Human Rights in the Education Curriculum: From Policy to Practice'. The conference was attended by 110 participants drawn from education departments, civil society organisations, electoral authorities and human rights commissions, as well as educators and academics, from across the SADC region. The aim of the conference was to raise debate and discussion on how societies in transition can engage with human rights at an institutional level. Underpinning the objectives was the principle that preparing and encouraging citizens to actively engage in their societies is not the responsibility of education departments only, but rather a partnership among all stakeholders.

Although the activities were predominantly South African-based, the materials were shared and circulated more broadly. The conference provided an opportunity to open the discussion regionally. This and the feasibility study and materials review will provide an opportunity for a regional generic programme to be designed and shared.

Electoral Conflict Management Programmes

Conflict tends to increase as elections draw close, arising from a host of factors, including anxiety about the readiness of parties to contest and perform well in elections, and the distribution of resources to contest on a level playing field. The South African Independent Electoral Commission (IEC) established a dedicated programme to manage conflicts emerging in the pre-election and post-election phases as well as during the election itself in preparation for the 2004 national and provincial elections. This programme is a continuation and extension of the IEC's Conflict Management Panels programme initiated in 1999. EISA was invited to assist in the design of material, training of mediators and electoral project co-ordinators and co-ordination of the panels. A total of 97 mediators were trained in the relevant legislation and conflict skills and deployed in all nine provinces.

A seven-day workshop in EISA's Democracy, Elections and Conflict Management programme was conducted at the invitation of the Zanzibar Electoral Commission in July. The workshop was attended by the commissioner and senior staff of the Electoral Commission. Participants were trained in the course content and in facilitating workshops in electoral conflict management.



Participants attending the regional “Human Rights and Democracy Education in the Curriculum: Challenges and Contestations” conference held in Johannesburg from the 29th to 31st March 2004.

The contents of this programme have been adapted and put on CD-Rom. This can be useful, particularly if facilitators are not able to copy manuals and materials. A representative from the SADC Electoral Management Bodies attended a two-day workshop in Johannesburg on how to use the CD-Rom as a training tool.

The CMDEE supported the EISA regional office in Mozambique in designing an appropriate programme to train stakeholders, including representatives from Mozambique's National Electoral Commission (CNE) and its Technical Secretariat for Election Administration (STAE), civil society and political parties in a three-day workshop on electoral conflict management.

A representative from the department participated in a fact-finding mission to Burundi. From this several recommendations were formulated, identifying areas of support that EISA could provide in preparation for the 2005 elections.

Support to the Electoral Process

The department's contribution in support of the electoral process focussed on electoral observation in Botswana, Malawi, Mozambique, Namibia and South Africa through the design and development of an observation training programme, training trainers and in Botswana and Namibia, support for the co-ordination and deployment of observers. Aside from the contribution to designing material and training trainers for the South African elections, as a member of the national South African Civil Society Observation Coalition, EISA provided office space and jointly co-ordinated Gauteng observers with the South African Council of Churches.



Department staff participated in the EISA observation missions in Botswana, South Africa and Namibia.

The department also designed a tabloid comic and supporting video to encourage first-time voters to participate in the South African elections.

A member of the department participated in the Commonwealth Observation Mission to Sri Lanka in March 2004, particularly because of the department's experience in electoral conflict management.

A representative from the department participated in a fact-finding mission to Burundi out of which several recommendations were formulated, identifying areas of support that EISA could provide in preparation for the 2005 elections.

Local Government Capacity Building

The department worked closely with the EISA Local Government co-ordinator in designing and developing a ward committee capacity building programme, facilitating workshops and evaluating the roll-out of the programme. Working in two municipalities in the Eastern Cape in the Amatole and Nqgushwa districts, members of the department participated in the needs analysis which informed the content of the programme as well as in facilitating workshops.

The project was designed to provide newly elected ward committees with the skills and expertise to actively participate on the committee and engage effectively with the issues emanating both from the meetings and from within their communities.

In addition, the project identified and provided skills to non-partisan impartial facilitators to support ward committees and councillors.

Two programmes were designed, namely:

- **lizwi labantu** – Capacity building for ward committee members to engage more effectively and participate more actively in their ward committees; and
- **Facilitating meetings** – A programme designed to build capacity for facilitators in running meetings and mediating disputes.

CMDEE, working with the Local Government programme officer, held preliminary discussions with stakeholders in Lesotho to identify how best EISA can support local efforts in preparation for the 2005 local government elections.



Activities for 2005

The year 2004 has laid a solid foundation for the department to build on in 2005. The projects outlined above are designed to run for two years or longer, which will involve long-term participation and intervention. It is envisaged that the following activities will be undertaken in 2005:

- A comprehensive report on the feasibility study;
- Design of a generic programme for educators for the inclusion of democracy and human rights education in schools, working with a regional team and piloting the material;
- An evaluation conference to assess the impact of domestic electoral observation in countries that held elections in 2004;
- The extension of the local government programme to other municipalities;
- Support for the regional offices in Angola, Mozambique and the Democratic Republic of Congo by providing voter education and/or assisting in the establishment of conflict management panels; and
- Ongoing engagement and development of school-based teacher intervention programmes within the SADC region.





RESEARCH, PUBLICATIONS AND INFORMATION DEPARTMENT



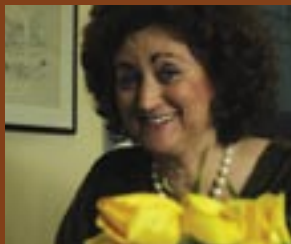
Khabele Matlosa



Beth Strachan



Nkgakong Mokonyane



Jackie Kalley



Grant Masterson



Shumbana Karume



Claude Kambuya Kabemba



Gerald Makgato



Wole Olaleye



Sydney Letsholo

Research, Publications and Information Department

Overview

All the programmes are administered and managed under the direction and guidance of the senior advisor-research and the day-to-day routine logistics and administration of programme implementation are vested in the office of the departmental programme manager. A team of in-house researchers and members of regional networks are responsible for the technical aspects of programme implementation. Co-ordination was facilitated by the following committees:

- Research committee responsible for research programmes;
- Publications committee responsible for publications;
- Information resources and policy dialogue committee responsible for the library and conferences/workshops; and
- Departmental planning committee responsible for planning and monitoring of project activities.

The committees allowed the department to decentralise its programme management system, and also provided an opportunity for collective responsibility and teamwork within the department throughout the year.

During the reporting period, the department recruited an additional research fellow, Mr Grant Masterson, who is primarily tasked to co-ordinate the new Africa Governance project focusing on the African Peer Review Mechanism (APRM) expected to kick off in 2005. Two research fellows, Mr Wole Olaleye and Ms Shumbana Karume, resigned during the reporting period.

The Research, Publications and Information department implemented programmes in line with its strategic plan for 2004. The plan provided a clear road map for carrying out the department's four main programmes, namely, research, publications, information dissemination and policy dialogue. We report on the status of these programmes for the year 2004. The department started the year on a positive footing with long-term and short-term plans in place. Overall programme implementation was marked by both challenges and opportunities from which useful lessons were learnt.

Activities and Achievements

Consolidating Democratic Governance in the SADC Region

This regional research programme describes and analyses the state of democratic governance in all 13 SADC countries, with a special focus on the roles of political parties, parliaments, national and local government structures and civil society, amongst others. The research is based on extensive questionnaires with a view to ensuring consistency in data collection, the comparability of country studies and the generalisation of the findings.

Methodology workshops were organised jointly with International IDEA. The political parties' component of the project was implemented. The project covered the following SADC countries: Angola, DRC, Botswana, Lesotho, Malawi, Mauritius, Mozambique, Namibia, South Africa, Swaziland, Zambia and Zimbabwe. It proved rather difficult to kick off the Tanzania country study mainly because of problems encountered in identifying an appropriate in-country researcher.

Elections and Democratic Consolidation in Southern Africa

After an average of a decade of multi-party democratic elections in the SADC region, there was a need to study the extent to which such elections contribute to democratic consolidation. The department selected and analysed seven important aspects of an electoral process. These included:

- Elections;
- Gender and democracy;
- Electoral systems;
- Election administration;
- Political parties;
- Conflict and elections; and
- Democratic assistance.

Research work on the project was completed in the first part of 2004. The latter part of the year was devoted primarily to the production and publication of research reports. All the country research reports have been published except for Angola and DRC. Research reports for the following countries were produced: Botswana, Zimbabwe, Zambia, Tanzania, Lesotho, South Africa, Swaziland and Malawi.

Election Updates 2004

The Election Updates are information bulletins that aim to provide useful data and analysis on various facets of the electoral process. The department produced election updates for the five countries that held elections in 2004, namely South Africa (April), Malawi (May), Botswana (October), Namibia (November) and Mozambique (December). In South Africa, the Election Update project included a community radio component, whereby relevant electoral information was disseminated through community radio stations throughout the country. This component was implemented in collaboration with the Institute for the Advancement of Journalism (IAJ) and the National Community Radios Forum (NCRF).

Gender and Elections

Two research case studies on gender and elections were undertaken in Lesotho and Zimbabwe and two research reports published. These studies have helped the department conceptualise a much broader programme on gender and governance which is expected to begin in 2005.

Intra-Party Democracy Project

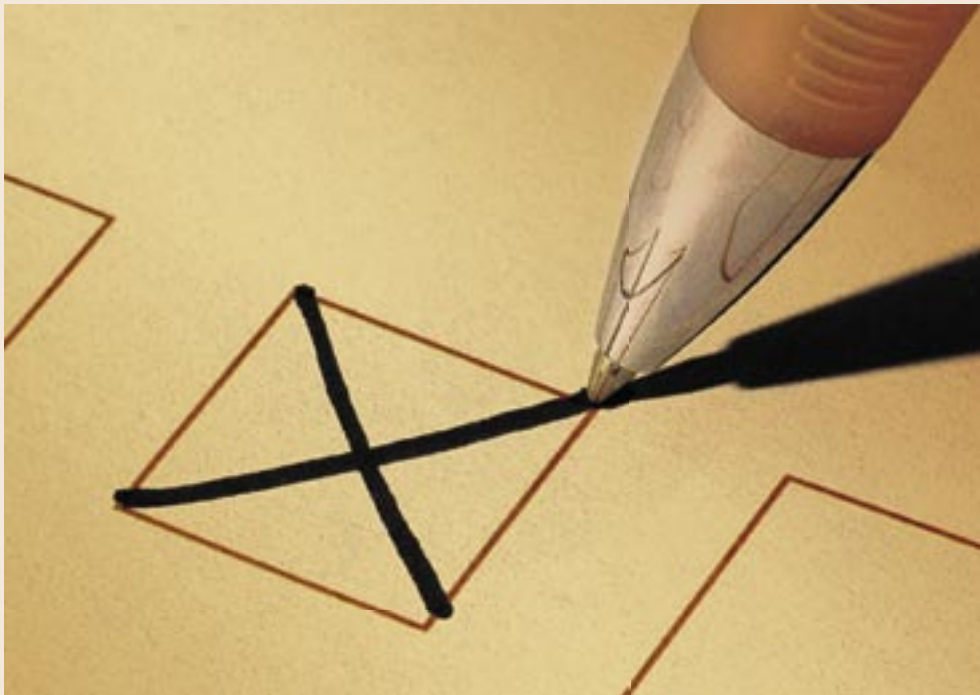
Although the department is still working on a project proposal on intra-party democracy, a preliminary workshop on the subject was held in Tanzania on 30 September involving key political party representatives. The workshop was useful in providing a snapshot of key internal challenges facing political parties as main agents of democratisation.

Political Party Coalitions

The department began a new project under the theme 'Political Party Coalitions in Africa' in 2004. The project aims to investigate imperatives for party coalitions and why coalitions succeed or fail in some settings. The study covers five countries, namely Kenya, Malawi, Mauritius, Mozambique and South Africa.

Electoral System Reforms

Many of the activities for this project involved the provision of technical advice to countries undergoing electoral reforms, including Zimbabwe and Zambia. In both cases the electoral reform exercise was completed during the reporting year. In 2005, the project will focus on all the SADC countries with special attention given to Botswana and Mozambique.



Internship Programme

Ms Heidi Brooks from the United Kingdom joined the department in 2004 as a volunteer intern. She contributed to the successful implementation of several of our research programmes. Ms Brooks left EISA to pursue her postgraduate studies at the University of the Witwatersrand in Johannesburg, South Africa. We plan to engage at least two interns in 2005.

Activities for 2005

In 2005, the department will focus on completing on-going programmes and initiating new ones.

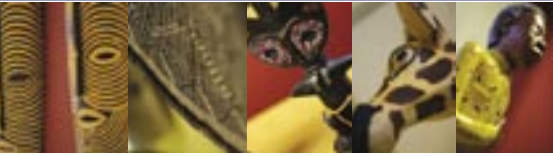
On-Going Programmes

Programme	Focus	Coordinator
Democratic Consolidation	Electoral Democracy	C Kabemba
Consolidating Democratic Governance	Governance	K Matlosa
Electoral System Reforms	Electoral Reforms	K Matlosa
Political Party Coalitions	Political Parties	D Kadima
EPIC	Elections Management	S Letsholo

New Programmes

Programme	Focus	Coordinator
Gender & Governance	Gender	B Chiroro
NEPAD & Governance	APRM	G Masterson
Political Parties and Democracy	Political Parties	C Kabemba
Use of State Resources	Public Resources	K Matlosa





BALLOTING AND ELECTORAL SERVICES



Thobile Thomas



Ncedisa Gcanga



Balloting And Electoral Services

Overview

The aim of the Balloting and Electoral Services (BES) department is to become the leading provider of independent, cost-effective, innovative and seamless balloting and electoral services within Africa. In addition, BES aims to contribute to the promotion and appreciation of a culture of best practices in electoral democracy and good governance within the various levels and spheres of society.

The immediate targets and beneficiaries of the department's services are public institutions, quasi-state institutions, trade unions, political parties and private corporate entities, as well as civil society organisations.

The year 2004 marked yet another steady but emphatic step in the department's growth and development path. The demand for our services grew by 13% from 2003; almost half of this growth comprised new clients. On average, in 2004 the department conducted one election per week.

The extent of the demand has also heightened the need for the development of new, innovative and efficient election process management solutions. The emphasis in 2004 was on improving internal cost efficiencies and quality management. To this end, the department has been able to put in place a set of model procedures for designing and managing different election operations.

The department also undertook steps towards the development of a software application to enable integration and automation of voter registration, verification and ballot paper counting. It is expected that this application will be commissioned during the first half of 2005.

Activities and Achievements

Trade Unions

The highlights in this category were the successful conduct of elections for the Police, Prisons and Civil Rights Union's (POPCRU) provincial and national executive committees. Elections were also conducted for the National Education Health and Allied Workers Union (NEHAWU) and the National Union of Metal Workers of South Africa (NUMSA).

Political Parties

In 2004 African National Congress elections were conducted at various levels and for different structures. The highlight of these was the successful conduct of the electoral process for the ANC Youth League's (ANCYL) National Executive Committee at its 22nd national conference held in Johannesburg and attended by about 3 400 voting delegates. The national conference was the culmination of a series of ANCYL provincial general councils. The department facilitated the consolidation and determination of provincial candidate lists for the National Executive Committee.

Retirement Funds

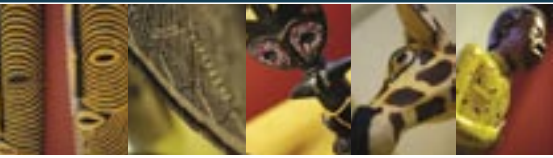
The main highlights in this category were the management of member trustee election processes for the Government Employees Pension, Standard Bank Group Retirement and De Beers Group Provident Funds.

Activities for 2005

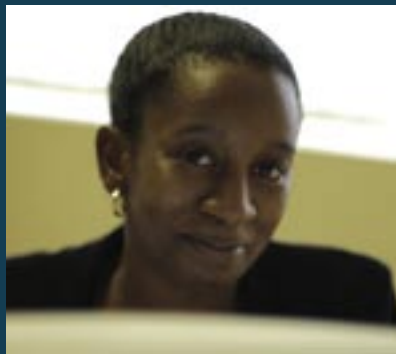
In 2005 the department will seek to consolidate all the important gains and milestones of 2004. Specific attention is to be given to completion of election management software, identification of strategic partners to enhance delivery capacity and concrete steps towards elevating the profile of the department's work, both in South Africa and on the rest of the continent.

BES YEARLY STATISTICS 2004		
DATE	CLIENT	TYPE OF SERVICE PROVIDED
23-Jan-04	ANC Women's League Eastern Cape	Provincial Office Bearers Elections
31-Jan-04	ANC Women's League KwaZulu Natal	Provincial Office Bearers Elections
31-Jan-04	Health Professions Council of South Africa	Board of Trustees Elections
8-Feb-04	ANC Youth League Johannesburg Region	Regional Office Bearers Elections
26-Mar-04	South African Mining Development Association	Board of Trustees Elections
7-Apr-04	Wits Tech Student Development Office	By elections Ballot Papers design
22-Apr-04	Wits Tech Residential Committee	House Committee Elections
29-Apr-04	NUM ERP Branch	Branch Office Bearers Elections
28-May-04	Gauteng Liquor Traders Association	Board Members Election
31-May-04	South African Union of Journalist	Member Ballot
7-Jun-04	POPCRU National	National Office Bearers Elections
14-Jun-04	Bonitas Medical Aid Scheme	Ballot Counting
29-Jun-04	NEHAWU National CEC	National Office Bearers Elections
17-Jul-04	ANC Youth League Amathole	Regional Office Bearers Elections
22-Jul-04	ANC Youth League Western Cape	Provincial Office Bearers Elections Continuation
25-Jul-04	ANC Youth League Eastern Cape	Provincial Office Bearers Elections
30-Jul-04	ANC Youth League Mpumalanga	Provincial General Council
31-Jul-04	ANC Youth League Gauteng	Provincial Office Bearers Elections
31-Jul-04	ANC Youth League Northern Cape	Provincial General Council
31-Jul-04	ANC Youth League North West	Provincial General Council
31-Jul-04	ANC Youth League KwaZulu Natal	Provincial General Council
8-Aug-04	Community Medical Aid Fund	Member Trustee Elections
8-Aug-04	ANC Youth League Gauteng 2	Provincial General Council
9-Aug-04	ANC Youth League Western Cape	Provincial Office Bearers Elections
11-Aug-04	ANC Youth League Free State	Provincial General Council

11-Aug-04	University of Free State	SRC Elections
13-Aug-04	ANC Youth League Eastern Cape 2	Provincial Office Bearers Election
22-Aug-04	SACP Limpopo	Provincial Office Bearers Elections
22-Aug-04	ANC Youth League National	National Office Bearers Elections
25-Aug-04	Wits Technikon	SRC Elections
29-Aug-04	SATAWU Western Cape	Regional Office Bearers Elections
2-Sep-04	Rand Water Provident Fund	Members Trustee Elections
2-Sep-04	Themba Lesizwe	Board Members Election
4-Sep-04	South African Municipal Workers Union	Members Trustee Elections
13-Sep-04	Insitute of Rerirement Funds	Board Members Election
19-Sep-04	POPCRU KwaZulu Natal	Provincial Office Bearers Elections
19-Sep-04	POPCRU Free State	Provincial Office Bearers Elections
19-Sep	POPCRU Western Cape	Provincial Office Bearers Elections
19-Sep-04	POPCRU Northern Cape	Provincial Office Bearers Elections
23-Sep-04	National Union of Metal Workers of South Africa	National Office Bearers Elections
22-Sep-04	POPCRU Eastern Cape	Provincial Office Bearers Elections
22-Sep-04	POPCRU Gauteng	Provincial Office Bearers Elections
3-Oct-04	POPCRU North West	Provincial Office Bearers Elections
3-Oct-04	POPCRU Limpopo	Provincial Office Bearers Elections
6-Oct-04	POPCRU Mpumalanga	Provincial Office Bearers Elections
28-Oct-04	IEC Staff Association	National Office Bearers Elections
14-Nov-04	ANC Eastern Cape Alfered Nzo	Regional Office Bearers Elections
18-Nov-04	Rand Water Provident Fund Revote	Member Trustee Elections
27-Nov-04	ANC Free State Xhariep (Postponed)	Regional Office Bearers Elections
6-Dec-04	ANC Mpumalanga Nkangala	Regional Office Bearers Elections
6-Dec-04	ANC North West Central	Regional Office Bearers Elections
6-Dec-04	ANC North West Bophirima	Regional Office Bearers Elections
7-Dec-04	ANC Northern Cape	Provincial Office Bearers Elections
12-Dec-04	ANC Gauteng	Provincial Office Bearers Elections
12-Dec-04	ANC North West Bojanala	Regional Office Bearers Elections
12-Dec-04	ANC Mpumalanga EHlanzeni	Regional Office Bearers Elections
16-Dec-04	ANC Gert Nsibande Region	Regional Office Bearers Elections
15-Dec-04	Standard Bank Retirement Fund	Member Trustee Elections
23-Dec-04	De Beers Provident Fund	Member Trustee Elections
31-Dec-04	Government Employees Pension Fund	Member Trustee Elections



LOCAL GOVERNMENT PROGRAMME



Irene Mathenjwa

Local Government Programme

Overview

The Local Government Programme is aimed at empowering municipal officials, councillors, ward committees and various structures that exist within the sphere of local government to engage effectively in democratic government and sustainable service delivery. A range of methods, including dialogue, capacity building, research and curriculum development, are used to achieve the aim of the programme. EISA's Local Government Programme was ably run by Ms Irene Mathenjwa (Programme Officer).

Activities and Achievements

In 2004, the Local Government Programme's work centred on two main activities.

Enabling Active Citizen Participation at Local Government Level

The programme started with a pilot project in the Eastern Cape. The pilot project was successfully completed in two local municipalities, namely Great Kei and Nqgushwa. A total of seven training workshops were conducted with ward committees, councillors, and municipal officials from both municipalities. A set of training materials entitled 'Ilizwi Labantu' was developed to meet the identified training needs of the target audience.

To ensure sustainability, EISA identified and capacitated local resource people to provide support to ward committees and ward councillors. These people were tasked with providing ongoing assistance to ward councillors and ward committee members in convening and attending ward committee meetings and public meetings and in ensuring that these meetings were meaningful for the councils and communities.

EISA is already engaged in discussions with other municipalities to roll out this project, particularly in light of the upcoming local government elections.

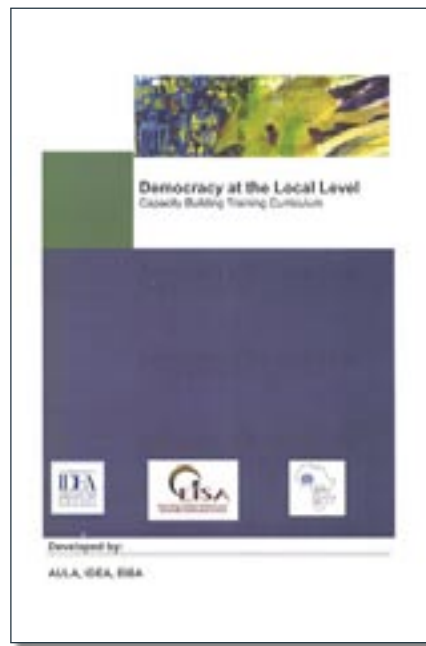
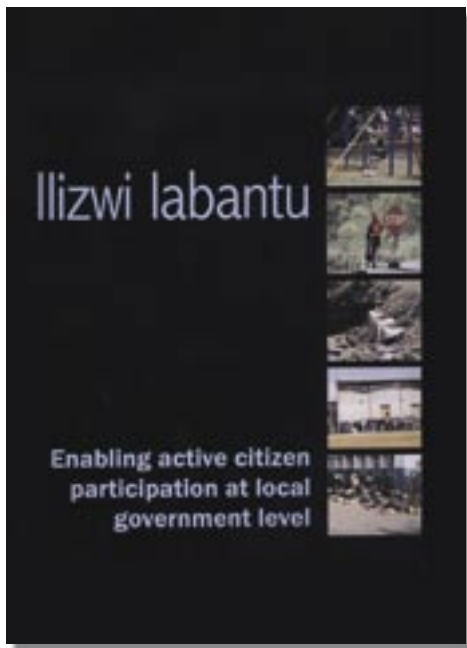
Democracy at Local Level (Southern and Eastern Africa)

EISA was invited to participate in a capacity building programme with a view of designing a curriculum for local authorities in Southern and Eastern Africa. This was done in collaboration with International IDEA and the African Union of Local Authorities (AULA). The design of the material follows from a local democracy assessment carried out in four cities, namely Gaborone (Botswana), Lusaka (Zambia), Mwanza (Tanzania) and Nairobi (Kenya). The curriculum comprises two modules designed to provide training material for those directly involved in promoting democracy at local level. The modules focus on:

- Conducting local democracy assessment for enhancing development; and
- Community participation: from design to evaluation.

The training curriculum draws on the teaching methodology and content format of the 'Building Resource in Democracy Governance and Elections (BRIDGE)' manual, published by International IDEA, the United Nations and the Australian Electoral Commission.

EISA conducted consultations with Lesotho stakeholders in Maseru in December. The meeting brought together officials at the Ministry of Local Government, the IEC, traditional chiefs, representatives of political parties and civil society, in order to brainstorm on the context and the requirements of the 2005 Local Government Elections.

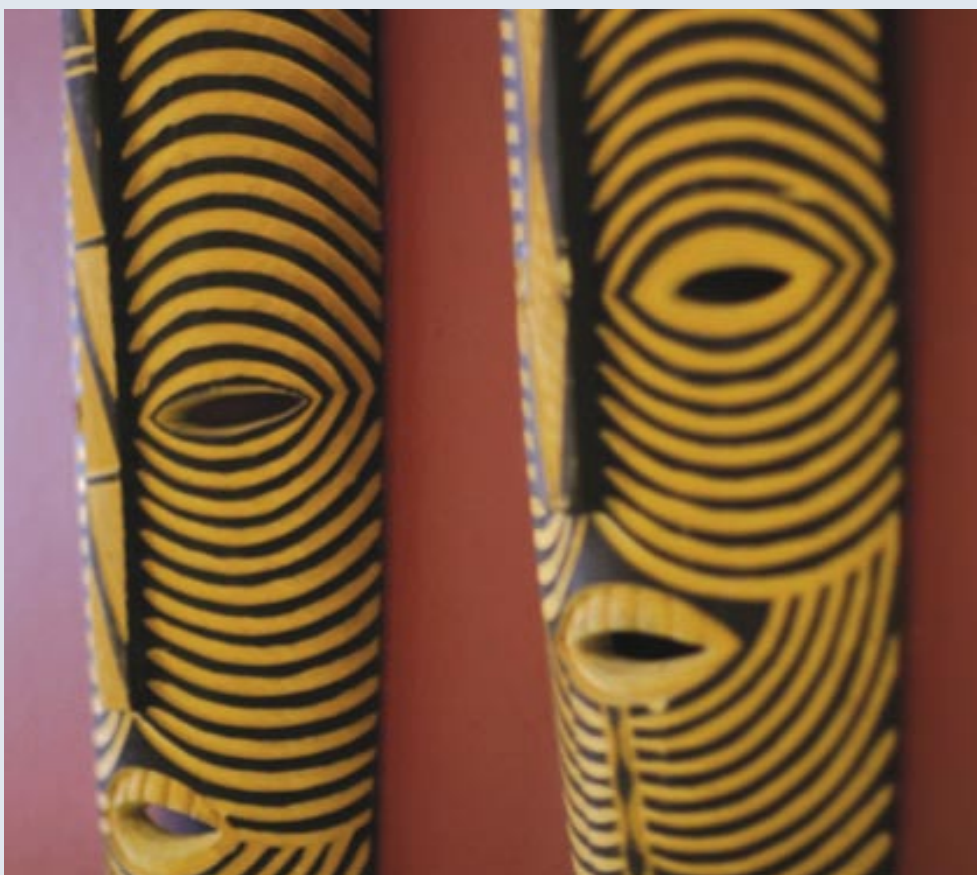


Activities for 2005

In 2005, EISA will consolidate its Local Government Programme by increasing the number of staff. The organisation will also ensure that other departments, such as the Research and the Training Unit of CMDEE, further support the Local Government Programme.

Next year, the programme will focus on preparing and supporting local government stakeholders ahead of the forthcoming South African local government elections as well as ensuring that the elections and functioning of the new ward committees (in selected areas) are based on principles of democracy and good governance.

EISA will also support aspects of Local Government elections in Lesotho based on the needs expressed by Lesotho stakeholders.





INFORMATION AND COMMUNICATION TECHNOLOGIES



Alka Larkan-Grobler
ICT Programme Officer

Information and Communication Technologies

Introduction

Activities and Achievements

Programme Support

During 2004 an Electronic Voting System (EVS) was developed for the Balloting and Electoral Services Department. The EVS system ensures that voter verification and ballot counting is possible by multiple electoral officers working off one, secure database. The software was completed and will be tested live in an election to be run by EISA in early 2005.

Other units receiving a high level of support from the Information and Communication Technologies Unit (ICT) were the Research, Publications and Information department and the four new field offices.

EISA Web Site

Visits to the EISA web site increased during the five elections held in southern Africa in 2004, reaching a peak during the South African elections in April. This was particularly noticeable when publications for the elections (Election Update and Election Talk) were posted to the web site and EISA observer mission statements were released. During these times, visits to the Web Encyclopaedia Project (which features profiles on SADC countries on the site) also increased.

The Conflict Management, Democracy and Electoral Education section of the web site was updated and redesigned with current content. Sample material is now available for download. Information on all programmes offered by this unit are on the site. In addition, field office pages were added. The pictures and programme information featured for the DRC office in particular, generated much interest and enquiry from visitors to the web site.

Activities for 2005

Plans for 2005 include the redevelopment of the intranet so that it can be accessed by all staff, including field offices; further development of the EVS software; the updating of the web encyclopedia section of the web site; and the upgrading of email and internet services to field office staff.



ANGOLA OFFICE



Augusto Manuel Santana



João Maurício De Oliveira



Eunice M. F. Reis



Fatima N. S. Barros Neto

Field Offices Reports

Angola Office

Introduction

Following an extensive consultation process, an Angola field office was established in May 2004, thanks to seed funding provided by DFID. The initial activities of the office were primarily to continue with the consultation process with all election stakeholders, namely, political parties, civil society organisations and the government through its Ministry for Territorial Administration (MAT) on the main challenges facing the country as it prepares for the next election. The main aim of these consultations was to identify the needs of all election stakeholders and use this to inform EISA's intervention strategy aimed at supporting the process. The consultations were conducted both in the form of workshops as well as meetings with individual institutions. Concurrently, EISA took advantage of the fact that several countries in the region held elections during 2004 to show Angolans how the electoral process is conducted.

Activities and Achievements

Setting Up of Office

EISA opened a field office in Luanda in May 2004 with a view to providing technical assistance to election stakeholders on an ongoing basis. The office is spacious and many workshops therefore took place at EISA-Angola. It is anticipated that with a permanent presence in Luanda, EISA will serve daily as a resource for election stakeholders.

Consultations with Stakeholders

After holding many informal and formal meetings with various election stakeholders in Angola, EISA organised a final workshop in Luanda in order to formally conclude the consultation process. The event gathered organisations and individuals from Luanda and the provinces and discussed the best way for EISA's engagement in the electoral process. The meeting allowed EISA to finalise the outline of its election programme in Angola.

More than 30 people attended the workshop facilitated by Mr Augusto Santana, EISA-Angola Resident Director, and Mr Martinho Chachiuva, Johannesburg-based Programme Officer for Angola and Mozambique. Among other important recommendations, the participants agreed on the following:

- Angolan civil society groups will, whenever possible, work together in a coordinated manner as a way of building synergies and achieving optimal results.
- EISA will play a leading role in facilitating technical workshops and observation missions and in establishing regional links.
- EISA will assist the process of opening up political space in the provinces through convening and facilitating open debates and public hearings.

As a follow-up, EISA is currently finalising a memorandum of understanding with key groups, such as Comité Inter-Eclesial para a Paz em Angola (COIEPA) and Angola 2000, which will guide the collaboration between these organisations.

Electoral Laws Review

Following the setting up of the office, EISA-Angola held technical workshops to assist the ongoing electoral process. Three workshops were held during the last quarter of 2004. The workshops aimed at assisting civil society electoral organisations to participate in the law-making process. It is worth mentioning that Angola is currently engaged in the revision of laws governing elections.

Based on the electoral laws which governed the 1992 presidential and parliamentary elections in Angola, regional experiences and the Principles for Election Management, Monitoring and Observation in the SADC region (PEMMO), CSOs decided to revisit existing laws, analyse proposed bills and propose provisions that are considered to be conducive to free and fair elections. EISA brought in resource persons from the SADC region to share regional experiences and provided technical support to local groups on an ongoing basis.

EISA is assisting the most relevant Angolan groups working in the area of elections. These include COIEPA, Luanda-based Electoral Network, Huambo-based Electoral Network, União dos Jornalistas de Angola, the Angolan Southern Journalists Union (Coopil); the Angola 2000 Network and Associação para o Desenvolvimento Rural de Angola (ADRA).

These organisations met for six days to study the legislation and produced a civil society position in regard to the laws that should govern the next elections, tentatively scheduled for 2006.

EISA has also provided assistance to political parties, including distribution of electoral acts of SADC countries, codes of conduct and PEMMO in order to assist them in legislating within the spirit of the SADC Election Principles and Guidelines.

Visits to the Provinces

The Director of EISA-Angola visited the provinces of Huila, Huambo and Bengo to discuss with local groups the possibility of supporting their initiatives. CSO groups around the country share EISA's point of view regarding the need for a civil society-coordinated electoral strategy. These visits were also aimed at preparing conditions for the proposed high-profile conferences that EISA is planning for Phase 3 of the programme in 2005. In the provinces, EISA held meetings with representatives of local governments, political parties, the media, traditional leaders and CSOs. All electoral groups welcomed EISA's presence in Angola and urged the organisation to work more in the provinces as a way of counter-balancing the current tendency of focusing excessively on Luanda at the expense of the countryside.

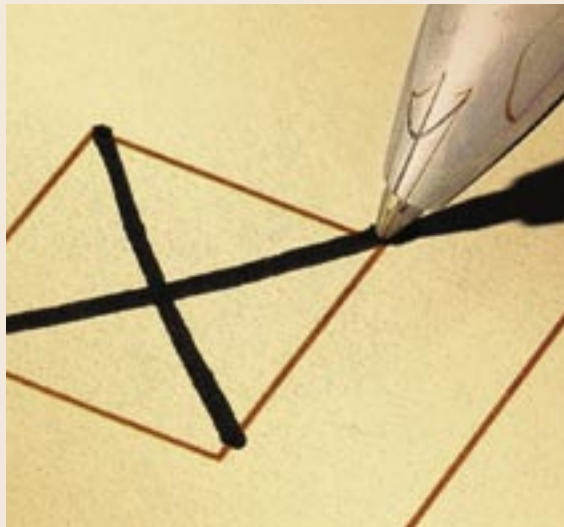
Election Observation Missions

EISA-Angola sent 19 observers drawn from CSOs, political parties, Parliament, the media and government to the general elections held in South Africa, Malawi, Botswana, Namibia and Mozambique. The observers participated in briefing sessions organised by EISA-Angola before leaving the country as well as debriefing sessions upon their return. In general, comments were very positive and the parties were willing to continue this fruitful collaboration. Participants consider that they learned a lot and believe that with this exercise, EISA was adding value to

their effort to hold free, fair and credible elections. They recognise that the contribution of these missions to the electoral process in Angola was uniquely beneficial as it combined both relevant theory and practice.

Preview of Activities for 2005

In 2005, EISA will implement Phase 3 of its programme. Activities will include supporting CSOs to build capacity in the areas of voter education and information for increased citizen participation in the elections and the monitoring of elections; giving assistance to political parties in order to help improve their understanding of various aspects of the electoral process; and assisting electoral authorities in their efforts to prepare the ground for the delivery of free, fair and credible elections.





DEMOCRATIC REPUBLIC OF CONGO OFFICE



*Hector Lubamba, Antoinette Mbumba, Vincent Tohbi, Serges Kavuanda,
Nicole Mubulumukini and Christophe Ndelika*

Democratic Republic of Congo Office

Overview

The year 2004 saw the establishment of EISA's first field office outside of its Johannesburg headquarters, in Kinshasa, Democratic Republic of Congo (DRC). In line with its commitment to promoting credible elections and democratic governance in Africa, EISA embarked on a programme aimed at supporting the ongoing democratic transition in the DRC through empowering transitional institutions, political parties and civil society organisations so that each could contribute to the holding of successful, free, fair and credible elections. Accordingly, EISA set up a field office in Kinshasa in February 2004. Mr Vincent Tohbi is the Resident Country Director for DRC.

The overall objective of EISA's DRC electoral programme is to help enhance the capacity of key election stakeholders to participate in the process of designing Congo's institutional, constitutional and legal frameworks, with a view to ensuring that the new political institutions, the new constitution, the electoral system and relevant laws contribute to the prevention of violent conflict and the consolidation of peace and democracy.

In this regard, EISA essentially focused its work on providing technical assistance to the Commission Electorale Indépendante (CEI), as well as supporting the Senate in its task of drafting a post-transition constitution. In addition, the programme helped build the capacity of political parties to participate effectively in political processes and enhanced the capacity of CSOs to engage meaningfully in the democratic process.

Activities and Achievements

The Transitional Parliament: The Senate and the National Assembly

During the initial phase of its presence in the DRC, EISA focused on supporting the two chambers of Parliament, namely the Senate and the National Assembly, in their missions of drafting and adopting a post-transitional constitution and laws. EISA succeeded in establishing strong working relationships with both the Senate and the National Assembly. A memorandum of understanding was signed between the Senate and EISA on 3 July 2004 by the President of the Senate, Bishop Marini Bodho, and the EISA-DRC Resident Country Director, Mr Vincent Tohbi, in order to formalise the Senate-EISA partnership and delineate the nature of the collaboration. As a result, EISA helped the Constitutional Commission of the Senate in its task of drafting a constitution. Special attention was paid to the need for inclusion in the constitution-making process and also of the composition of the resulting institutions, in order to prevent potential conflicts.

EISA was the first external organisation that the Constitutional Commission of the Senate agreed to work with. The field office in the DRC was eventually and unanimously entrusted with the task of establishing and coordinating interactions between the Constitutional Commission and all the other international organisations and institutions operating in the DRC. EISA co-ordinated the expertise, both national and international, provided to the Constitutional Commission's Drafting Committee, whose mission was to prepare the draft constitution. With technical and logistical assistance supplied by EISA-DRC, in conjunction with other international partners, the Drafting Committee drew up the first draft of the constitution between 27 September and 15 October 2004. It was thereafter submitted to the National Assembly for adoption.

In addition, EISA continually helped the Senate on key constitutional issues by providing senators with much-needed expertise, through workshops and seminars held both in the DRC and elsewhere in the SADC region. EISA organised training sessions intended to equip senators with essential notions and principles in a variety of areas, such as elections and constitutions. These activities helped increase the capacity and confidence of senators, as well as familiarising them with constitutional and electoral issues.

Finally, EISA helped arrange the deployment of a group of senators to South Africa to observe the April 2004 elections. This was an opportunity for senators to learn from electoral experiences and meet with other stakeholders in the SADC region.

Commission Electorale Indépendante (CEI)

EISA focused on providing technical assistance and enhancing the capacity of the CEI. The collaboration between EISA and the CEI was essentially linked to the support provided to the commission on election-related issues as well as participation in the design of projects such as voter registration, voter education and logistical arrangements. EISA arranged for CEI senior staff to participate in its election observer missions in 2004 in the SADC region, so as to allow them to get acquainted with electoral practices in the region and draw lessons they could possibly use in the DRC electoral and political processes.

One of the most significant outcomes of the partnership between the CEI and EISA is the institution of the Cadre de Concertation de la Société Civile, a platform where the CEI and CSOs consult regularly on electoral matters.

Civil Society Organisations

The support provided to civil society was a core objective and vital aspect of the programme implemented by EISA through 2004 in the DRC. EISA was eager to build and help enhance the capacity of CSOs in order to enable them to contribute positively to the constitution-drafting and law-making processes and to propose credible and non-partisan alternatives for the development of an inclusive constitutional and institutional framework acceptable by all.

For this purpose, EISA collaborated with various CSOs, including women's groups and faith-based organisations. Among other things, EISA helped representatives of CSOs in the DRC to participate in its election observer missions across the SADC region in 2004. These missions were aimed at enhancing CSOs' practical understanding of elections through learning from the experiences of other countries in the region.

In collaboration with women's and gender-sensitive organisations, EISA used the opportunity offered by the constitution-drafting and law-making processes to put high on the agenda the issue of women's representation. In this regard, EISA organised a series of workshops on women's representation aimed at familiarising women with a range of techniques which would enhance their representation, in line with the SADC Declaration on Gender and Development of 1997 which advocates gender equality.

Political Parties

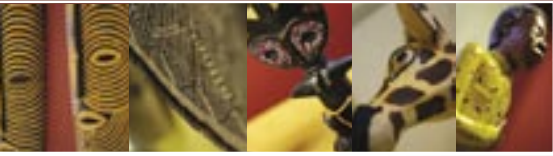
Along with other international organisations and the CEI, EISA supported the participation and involvement of political parties in the debate on the new constitution and laws which will, inter alia, govern the access to and exercise of political power after the current transitional phase. As an illustration, in June 2004, EISA took an active part in the organisation of a series of workshops aimed at raising the awareness of political parties on election-related laws throughout the country. The work with political parties was mainly driven by EISA's concern with empowering parties so that they can play a significant role in and contribute positively to the peaceful conclusion of the political transition in the DRC and the consolidation of democracy.

Activities for 2005

In 2005, EISA work will continue to support the constitution and law-making processes and their conclusion. In the new year, EISA will expand its work areas to further its assistance to civil society, political parties, the electoral commission and relevant transitional institutions in order for them each to contribute to the delivery of successful, free, fair and credible elections. Women's empowerment, as well as the prevention and management of conflict, will continue to be mainstreamed in EISA's DRC election programme.



The signing of the MOU between EISA and the Senate in Kinshasa (DRC), 3rd July 2004. Mr Vincent Tohbi, EISA-DRC Country Director, and Bishop Marini Bodho, President of the Senate.



MOZAMBIQUE OFFICE



Luís de Brito



Anissa Izidine



Zefanias Matsimpe

Mozambique Office

Introduction

In July 2004, EISA established a field office in Maputo in order to ensure long-term engagement and sustainable activities in Mozambique. The staff complement comprised a Resident Country Director and an Administrative and Financial Assistant; they were later joined by a Programme Officer. Since its establishment, a number of milestones have been reached. The training of representatives of the Comissão Nacional de Eleições (CNE), Secretariado Técnico de Administração Eleitoral (STAE), political parties and civil society organisations (CSOs) on election-related conflict management was successfully conducted both at national and provincial levels. In addition, the office's support to EISA regional projects enhanced the effectiveness of their implementation in Mozambique.

EISA-Mozambique's activities centred on two main activities: a project entitled 'Consolidating Democracy through Enhancing the Capacity of and Partnerships between Key Stakeholders in Mozambique', and support for the implementation of EISA's regional activities in Mozambique. These activities were conducted under the leadership of Dr Luís de Brito, the Resident Country Director.

Activities and Achievements

Implementation of the project entitled 'Consolidating Democracy through Enhancing the Capacity of and Partnerships between Key Stakeholders in Mozambique'

This project constituted the core of the work of the field office. Project components included work on election-related conflict management, the promotion of transparency of electoral management bodies and a post-election evaluation conference. The last activity will be conducted in 2005.

Conflict Management Training

Training of 18 prospective trainers drawn from different stakeholders was conducted in Maputo. The 18 people who went through the programme were subsequently deployed to the provinces, where they trained a total of 178 trainees, drawn from political parties, CSOs and the staff of the provincial STAE. The trainees were equipped with skills to act as mediators in the event of electoral conflicts.

The general evaluation of the courses by the participants was very positive. The fact that EISA brought together in one single course CNE/STAE and CSO representatives made possible an interaction between individuals with different roles in the electoral process and proved to be an opportunity for open discussion and mutual understanding amongst Mozambican election stakeholders.

Promotion of Transparency of Election Management Bodies

One of the objectives of the project was to contribute to the promotion of transparency by CNE and STAE in order to achieve more credibility in the management of the electoral process; to build trust among all stakeholders; and to reduce possible areas of conflict. This objective was to be achieved through engaging CNE/STAE, political parties and CSOs in a process of constructive dialogue. Three workshops were organised in Inhambane, Quelimane and Pemba in collaboration with the Electoral Observatory.

Support for the Electoral Observatory

The Electoral Observatory was one of the most important electoral initiatives of Mozambican CSOs. The relevance of such an initiative was already proved during the local government elections of 2003 and, considering the new challenges of the 2004 general elections, EISA decided to engage in a more active partnership with the Electoral Observatory and give support in two areas: (1) long-term observation and conflict monitoring, and (2) Parallel Vote Tabulation (PVT), also known as Quick Count.

In terms of conflict monitoring, EISA helped the Electoral Observatory to set up registration forms and drew up a basic database to register data collected by the observers. In collaboration with The Carter Center, EISA provided technical support for the process of conception, organisation, training and implementation of the PVT. The exercise gave the first indicative results 48 hours after the polling stations closed. The projected results were submitted to the Constitutional Council, the CNE, the political parties and the media on 9 December 2004 (the date when the official provincial count was due to be completed).

These projected results obtained through the PVT proved to be very accurate and in the Mozambican context, which is characterised by generalised mistrust of electoral management bodies, were an important element in building credibility for the results. In fact the PVT's results had less than a percentage point difference with the final official results, as the table below shows.

Table: Comparative CNE and Electoral Observatory's PVT Results

Candidate/Party	CNE results	PVT results	Variance
A Guebuza	63.7%	63.3%	-0.4
A Dhlakama	31.7%	31.8%	0.1
Frelimo	62.3%	61.5%	-0.8
Renamo-UE	29.7%	30%	0.3

Support for Regional Programmes

EISA-Mozambique provided logistical and administrative support in the implementation of EISA's regional activities intended for Mozambique. These were:

Promoting PEMMO

EISA produced a publication, Guide for the Election Observer, with the objective of supporting the activities of national observers in the field. Based on the Principles for Election Management, Monitoring and Observation in the SADC region (PEMMO), the Guide includes a code of conduct

for observers, some practical guidelines for election observation of the pre-election, election and post-election phases, a political parties' code of conduct, and observation forms and checklists.

The office also facilitated the official national launch of PEMMO, which EISA co-hosted with the CNE.

Conference on Electoral Justice and Equity

In partnership with the Centre for the Study of Democracy and Development (CEDE), EISA organised a conference on electoral equity. The conference papers are being published in the Journal of African Elections and some of the recommendations will be fed into the election reform process in 2005.

Handbook on Mozambique's Electoral Legislation

In order to give easy access to electoral legislation and regulations to all interested election stakeholders, EISA prepared a Handbook on Mozambique's Electoral Laws – 2004 General Elections. The handbook was produced in Portuguese and English. The two versions were widely distributed among electoral staff and domestic and international observers. Copies of the handbook were also distributed to political parties. The CNE/STAE also disseminated the handbook widely amongst its staff throughout the country.

Use of Public Resources during Elections

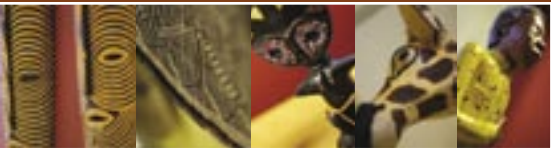
A common practice that has attracted the attention of civil society and the media has been the misuse of state or public resources to support political party campaigns. The financing of electoral campaign activities from public sources not intended for that purpose not only creates significant unfair advantages for the incumbent political forces, but also constitutes corruption, in so far as it represents the appropriation of public resources for political gain.

In order to contribute to efforts aimed at reducing this practice and thereby to help improve the fairness of electoral processes, EISA collaborated with the Open Society Initiative for Southern Africa and the Open Society Justice Initiative in the implementation of a project aimed at developing the capacity within the SADC region to effectively monitor the use of state resources during elections. Mozambique was one of the countries selected for a pilot study and the monitoring exercise was carried out during the 2004 electoral process. The final report will be published in 2005.

Activities for 2005

The last activity under the project entitled 'Consolidating Democracy through Enhancing the Capacity of and Partnerships between Key Stakeholders in Mozambique' will be the holding of a post-election review workshop at which election stakeholders and external partners will review the conduct of the December 2004 elections. The workshop is scheduled to take place in early 2005.

EISA has now finalised a three-year programme for Mozambique, focusing on two main areas: electoral system reform and parliamentary work. Its implementation is expected in early 2005. The office will also continue to support EISA's vision through its close involvement in the organisation's work in the region and elsewhere on the continent.



PUBLICATIONS AND LIBRARY

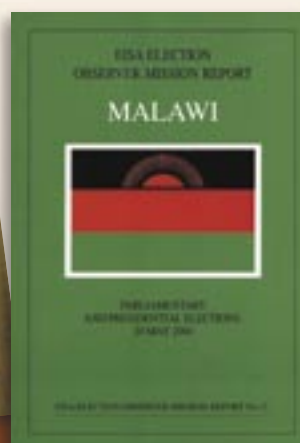
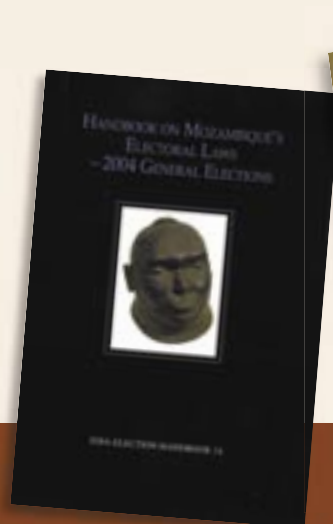
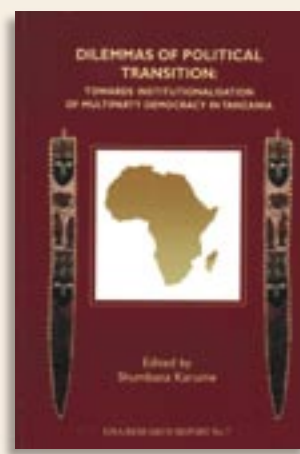
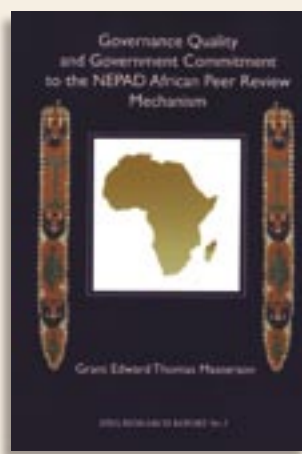
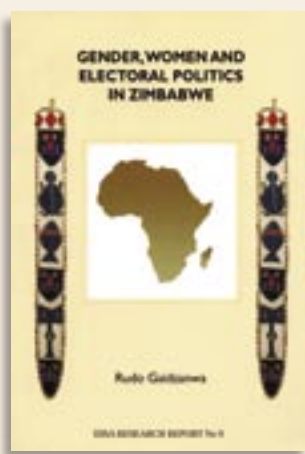
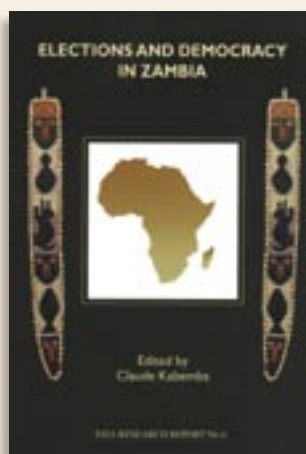


Publications and Library

Publications

Publications produced in 2004 are shown in the table below:

JOURNAL OF AFRICAN ELECTIONS	Vol 3, No 1, June 2004 Vol 3, No 2 December 2004
ELECTION TALK	No 8 – 23
ELECTION HANDBOOKS	No12: Handbook of South African Electoral Laws and Regulations, 2004 No13: Principles for Election Management, Monitoring and Observation in the SADC Region (in English, French and Portuguese) No14: Handbook on Mozambique Electoral Laws, 2004 General Elections (In English and Portuguese)
ELECTION UPDATE 2004	Swaziland, No 2 South Africa, No 1- 10 Malawi, No 1 – 3 Botswana, No 1 – 3 Zimbabwe, No 1 – 3
OCCASIONAL PAPERS	OP 16 Party Systems in the SADC Region: In Defence of the Dominant Party System, Shumbana Karume, 2004



	OP 17	Interrogating Challenges for Intra-Party Democracy in Southern Africa, Khabele Matloa, 2004
	OP 18	Political Parties and Governance in Zimbabwe, Wole Olaleye, 2004
	OP 19	Ethnic Conflict in the Horn of Africa, Victor Shale, 2004
	OP 20	Impact of HIV/AIDS on Electoral Processes in Southern Africa, Kondwani Chirambo, 2004
	OP 21	Decentralisation, Development and Conflict: Challenges Awaiting Local Authorities in Lesotho, Victor Reatile Shale, 2004
	OP 22	Democratisation, Dominant Parties, and Weak Opposition: The Southern African Project, Chris Landsberg, 2004
	OP 23	Election Monitoring and Observation in Nigeria and South Africa: A Decade Review, Adewale Banjo, 2004
	OP 24	Mauritius Electoral Reform Process, L Amédée Darga, 2004
	OP 25	The Dominant Party System: Challenges for South Africa's Second Decade of Democracy, Heidi Brooks, 2004
	OP 26	Perspectives on the Role of Key Stakeholders in the DRC's Political Transition By Claude Kabemba, 2004
	OP 27	Towards an understanding of contemporary conflict in Zanzibar Shumbana Karume
RESEARCH REPORTS		No 2: From Military Rule to Multiparty Democracy: Political Reforms and Challenges in Lesotho, ed. Claude Kabemba, 2004 No 3: Swaziland's Struggle with Political Liberalisation, ed Claude Kabemba, 2004 No 4: Gender and Elections in Lesotho: Perspectives on The 2002 Elections, Puleng Letuka, Mateliso, Keiso Matashane-Marite, 2004 No 5: Governance Quality and Government Commitment to the NEPAD African Peer Review Mechanism, Grant Edward and Thomas Masterson, 2004 No 6: Elections and Democracy in Zambia, ed Claude Kabemba, 2004 No 7: Dilemmas of Political Transition: Towards Institutionalisation of Multiparty Democracy in Tanzania, ed Shumbana Karume, 2004 No 8: Gender, Women and Electoral Politics in Zimbabwe, Rudo Gaidzanwa, 2004
BOOKS		Election Update South Africa: February to June 2004, 308 p South African Election Updates 2004: An Abridged Version, 44 p

Occasional Papers Series

The department produced 12 occasional papers, one per month.

Election Handbook Series

The election handbook is a compilation of various legal provisions governing elections in a given country and is written in a simplified and accessible form. Two election handbooks were produced in 2004, one for South Africa in collaboration with the Independent Electoral Commission of South Africa, and another for Mozambique. The Mozambique handbook is available in Portuguese and English. Both handbooks proved useful for election practitioners and observers in these countries.

Election Talk Series

The department produced eight issues of Election Talk, covering elections in Botswana, Malawi, Mozambique and Namibia.

Research Report series

The department produced six research reports, most of which emanated from the project on democratic consolidation.

Journal of African Elections

The Journal of African Elections (JAE) was accredited in 2004. The accreditation was granted by the South African Department of Education.

Two issues of the JAE were published in 2004. These were volume 3 number 1 and volume 3 number 2. The former is a general issue while the latter is a special issue covering the 2004 South African general elections.

Publications Policy and Procedures Manual

The department has commissioned a consultant to develop a publications policy and procedures manual. The manual is meant to guide our management of publications and adherence to a uniform style by our network of contributors.

Library

The department continued to solicit new acquisitions for the library. Furthermore, new institutional linkages for the exchange of material, were also developed. For instance, exchange arrangements have been established with the Africa Institute in Hamburg and the Institute of Southern African Studies in Lesotho. The Library Unit continued to provide its valuable service of producing and distributing the daily Regional Roundup, which is a current affairs bulletin of the department, extracted from dailies in the SADC region and beyond.



Policy Dialogue Programme

Democracy Seminar Series

The department organised seven democracy seminars in 2004 covering a wide array of topical governance issues. The table below presents a summary of this seminar series.

Topic	Date	Presenter
South African 2004 Election Preparedness	4 March 2004	Dr Khabele Matlosa, EISA Mr Claude Kabemba, EISA Mr Wole Olaleye, EISA Ms Ilona Tip, EISA
Americanisation of the Political Campaign in South Africa	18 March 2004	Dr Chris Landsberg, Executive Director, Centre for Policy Studies
Unfolding Trends in Opposition Politics Over the Last Ten Years in South Africa	1 April 2004	Prof Susan Booysen, Department of Political Studies, University of Port Elizabeth
South Africa 2004: A Post Mortem of Elections	6 May 2004	Dr Kealoboga Mapunye, Senior Research Specialist, Democracy and Governance, HSRC Dr Rod Alence, Senior Lecturer in International Relations, University of Witwatersrand
Examining the Politico-Military Relations in the DRC	23 June 2004	Mr Babo Katulondo, Political Analyst and Member of the Congolese Rally for Democracy
Future Election Observation in African Countries: A Case of Zimbabwe	24 June 2004	Mr David Monyae, Lecturer in International Relations, University of Witwatersrand
SADC Principles and Guidelines Governing Democratic Elections: What's New?	21 October 2004	Dr Khabele Matlosa, Director, Research, Information and Publication, EISA

Conferences and Workshops

During the period under review, the Research Department organised or participated in the following policy dialogue events:

Conference/Workshop	Host Institution	Dates
HIV/AIDS and Elections Workshop for Journalists	IDASA	2 March
South Africa in Africa beyond the 2004 Election	CCR	23 March
Gender and Elections in Lesotho	EISA	30 March

Regional Integration and Challenges for the Pan-African Parliament	IDASA	3-5 May
Political Parties Research Workshop	IDEA	9-14 May
Final Stakeholder Workshop on Electoral Reforms in Zimbabwe	EISA/ZESN	9-10 March
Elections, Democracy and Governance in Africa	AU	9-28 May
Measuring Democratic Governance in Southern Africa	SAIIA	17 March
Celebrating Ten Years of Democracy	Africa Institute	24-26 March
Civil Society and Regional Integration for Democratic Governance	BIDPA (Botswana) and UNECA (Ethiopia)	29 March
Regional Security Communities in East and Southern Africa	New York University	28-29 April
Education: Ten years of Democracy	CEDE/HRC	13 May
Elections and Conflict Debriefing Workshop	EISA/IEC	18 May
Election 2004 South Africa: Celebrating Ten Years of Democracy	CSR/UCT	28 May
International Conference on Elections	National Electoral Commission of Rwanda	7-9 June
Political Representation and Citizen Participation	OSISA	28-29 July
Regional Initiatives for Electoral Reforms in the SADC Region	EISA/ZESN	2-4 August
Review of the Lesotho Electoral Model	LCN/AWEPA	13-15 October
Fourth Annual Africa Development Forum (ADF IV)	UNECA	11-15 October
Voter Information and the Role of Community Radios in South Africa's 2004 Election	EISA	2-3 September
Drafting of Electoral Laws	Amani Forum	12-18 September
Internal Functioning of Political Parties: Fostering Intra-Party Democracy in Tanzania	EISA	30 September
Political Transition and Challenges for Democratic Consolidation in Africa	EISA/IDEA & PARTICIPA	22-23 November
Dialogue on Political Parties in Southern Africa	EISA/IDEA	10-11 December



FINANCE AND ADMINISTRATION



Amber Olaleye



Usha Kala



Thandi Kondleka



Dipti Bava



Maria Hooper



Drake Orurach



Mahlomola Maje



Mathembi Mehlomakhulu

Financial Statements

Electoral Institute of Southern Africa

(Association Incorporated Under Section 21)

Registration No. 1996/008257/08

Income Statement For The Year Ended 31 December 2004

	NOTE	2004 R	2003 R
INCOME		36,347,453	16,965,856
Grants	6	25,197,726	13,627,331
EISA administration fees		2,567,577	208,109
EISA administration fees – project		7,176,050	1,141,341
Earned income		871,764	275,805
Consultancy fees		-	1,275,204
Interest received		278,826	251,788
Profit on disposal of equipment/Insurance claim		79,614	-
Foreign exchange gain		104,828	-
Sundry income		71,067	186,278
EXPENDITURE		34,989,571	16,710,279
Operating expenses		9,651,686	2,963,277
Board expenses		325,949	124,206
Computer expenses		150,348	133,976
Depreciation	3	121,179	137,731
Financial expenses		128,116	905,343
Fundraising and tender costs		61,733	83,440
Motor vehicle costs		12,955	25,764
Office expenses		1,058,943	991,508
Salaries and contributions		7,792,464	561,309
Project expenses		25,337,886	13,747,002
SURPLUS FOR THE YEAR		1,357,882	255,577

Electoral Institute of Southern Africa

(Association Incorporated Under Section 21)

Registration No. 1996/008257/08

Balance Sheet as at 31 December 2004

	NOTE	2004 R	2003 R
ASSETS		12,760,934	11,145,697
Non – current assets		262,271	234,149
Equipment	3	262,271	234,149
Current assets		12,498,663	10,911,548
Trade and other receivables		1,775,596	1,836,298
VAT recoverable		54,803	7,293
Accrued grant income	4	444,097	503,831
Cash and cash equivalents		10,224,167	8,564,127
TOTAL ASSETS		12,760,934	11,145,697
RESERVES AND LIABILITIES		12,760,934	11,145,697
Accumulated fund		793,733	(564,149)
Operating surplus/(deficit)		793,733	(564,149)
Current liabilities		11,967,201	11,709,845
Trade and other payables		1,723,073	499,783
Deferred grant income	5	9,400,227	10,366,162
Provision for leave pay		26,194	26,194
Grants refundable		817,707	817,707
TOTAL RESERVES AND LIABILITIES		12,760,934	11,145,696

EISA Staff

Johannesburg Office

Denis Kadima

Alka Grobler

Amber Olaleye

Belinda Musanhu

Beth Strachan

Bronwen Wilson-Thompson

Claude Kambuya Kabemba

Dieudonné Tshiyoyo

Dipti Bava

Drake Orurach

Gerald Makgato

Grant Masterson

Ilona Tip

Irene Mathenjwa

Jackie Kalley

Mathembi Mehlokhulu

Khabele Matlosa

Mahlomola Maje

Maria Hooper

Nkgakong Mokonyane

Martinho Chachua

Ncedisa Gcanga

Sa Ngidi

Sherri Le Mottee

Shumbana Karume

Sydney Letsholo

Thandi Kondleka

Thobile Thomas

Usha Kala

Wole Olaleye

Yvette Walljee

Zahira Zeedat

Zingi Zibonti

Angola Office

Augusto Manuel Santana

Eunice M.F. Reis

Fatima N.S. Barros Neto

João Mauricio De Oliveira

DRC Office

Vincent Tohbi

Antoinette Mbumba

Christophe Ndelika

Hector Lubamba

Nicole Mubulumukini

Serges Kavuanda

Mozambique Office

Luís de Brito

Anissa Izidine

Zefanias Matsimpe

Patrons



Sir Ketumile Masire



Mr. Cyril Ramaphosa

Board of Directors



*Back – from left: Denis Kadima, Prof. Peter Katjavivi, Commissioner A. L. Thoahlane (Chairperson), Mr. Justice L.M Makame, Mr. Steve Godfrey
Front – from left: Dr. Gloria Somolekae, Ms. Dren Nupen, Ms. Justice A. Msosa, Ms. Ilona Tip, (Prof. Jorgen Elklit, absent)*





List of Donors 2004

Canadian International Development Agency
Charles Stewart Mott Foundation
Department for International Development (DFID)
Embassy of New Zealand
Embassy of Sweden/SIDA
InWent
Konrad Adenauer Foundation (KAF)
Norwegian Peoples' Aid
Open Society Foundation
Open Society Initiative for Southern Africa - OSISA
OSI Development Foundation
Royal Danish Embassy
Royal Norwegian Embassy
Swiss Agency for Development and Cooperation (SDC)
Switzerland Political Affairs Division IV
The Embassy of Belgium
The Embassy of Finland
The Embassy of Ireland
The Norwegian Centre for Human Rights



2nd Floor • The Atrium
41 Stanley Avenue • Auckland Park 2006
Johannesburg • South Africa

P O Box 740 • Auckland Park 2006
Johannesburg • South Africa

Tel: +27-11-482 5495 • Fax: +27-11-482 6163
Email: eisa@eisa.org.za • Website: www.eisa.org.za

