



## MINUTES OF THE SADCTRLC ANNUAL GENERAL MEETING

MALAWI, LILONGWE – CROSSROADS HOTEL

Date: 21 MARCH 2011

Time: 08:30 - 16:00

<b>1.</b>	<p><b>OPENING AND WELCOME</b></p> <p>The SADC TRLC Chairperson (Zimbabwe- Mr Petros Ndanga) welcomed all the participants.</p>
<b>2.</b>	<p><b>ACCEPTANCE OF AGENDA</b></p> <p>The Agenda was accepted with no additional items.</p> <p><b>MATTERS ARISING</b></p> <p>No matters arising.</p> <p><b>LIST OF REPRESENTATIVES</b></p> <p>13 SADC member states were represented (list of attendance register to be included) except for Madagascar who did not send any apologies.</p>
<b>3.</b>	<p><b>SADCTRLC 2011 REPORT</b></p> <p>The SADCTRLC hosted three workshops during 2011/12 hosted by PTB and the department of Trade Industry, SA, namely:</p> <ul style="list-style-type: none"> <li>• The SADCTRLC workshop for Globally Harmonized System of Classification and Labeling of Chemicals (GHS) in January 2011. The aim of the workshop was to table a draft SADC policy proposal for the use and implementation of the Globally Harmonized System of Classification and Labeling of Chemicals (GHS) in regulations for occupational health and safety and transport in the Southern Africa Development Community (SADC).</li> </ul>

	<ul style="list-style-type: none"> <li>• The SADC TRLC Working Group meeting in August 2011 focusing on the re-designing and Review of the SADCTRLC logo, website and the SADCTRLC brochure, the development of the Terms of Reference for the appointment of a preferred service provider to develop a SADC GHS Draft Policy Paper, Guidelines regarding the Identification of needs and proposals for harmonized Technical Regulations and the guidelines for consultation and Impact and Risk assessment</li> <li>• SADC TRLC Extended working group meeting in December 2011 with the aim to discuss the draft GHS Policy with the extended working group, agree on the policy proposal, make inputs to the draft policy before being presented to the member states during the SADCTRLC annual meeting.</li> </ul> <p><b>COUNTRY REPORTS</b></p> <p>All member countries excluding DRC, reported on their national progress regarding the regulatory work. Some of the member countries requested that they need assistance in developing and establishing their national structures. Mauritius approached SADC Secretariat for assistance. SADC Secretariat also offered to assist the member states.</p>
<p><b>4.</b></p>	<p><b>APPROVED RESOLUTIONS 2012</b></p> <p>The SADC TRLC has managed to achieve some of the activities planned for the year 2011/12 regards the development of a SADCTRLC Website and logo, the development of a draft policy on GHS and the hosting of the SADCTRLC workshops sponsored by <b>the dti</b> and PTB.</p> <p>PTB also offered to sponsor the work regarding the development of guidelines for:</p> <ul style="list-style-type: none"> <li>• the identification of needs for harmonized Technical Regulations</li> <li>• development of proposals for SADCTRLC harmonized Technical Regulations</li> <li>• determining priorities for the harmonization of Technical Regulations in SADC</li> <li>• consultation Process, Impact Assessment and Risk Assessment.</li> </ul> <p>PTB also agreed to sponsor for the development, and hosting of the SADCTRLC website and review of the logo.</p>
<p><b>5.</b></p>	<p><b>SADC SECRETARIAT REPORT</b></p> <p>The SADC Secretariat reported that proper consultation with relevant stakeholders was done with regard to the SADC TBT Annex. The annex was reviewed and evaluated, therefore concluded that there is no conflict.</p> <p>SADC Secretariat will report to the Ministers for noting progress on the GHS policy.</p> <p>SADC Secretariat reported that a SADC Policy for Strategy Development, Planning, Monitoring and Evaluation was approved by Council in March 2012. Furthermore that a structure is being designed to implement this policy with respect to the TBT annex of the SADC Protocol on Trade. SADC Secretariat, PTB and GTZ attended a meeting regarding this policy in Botswana. The policy document is anticipated to be approved on time.</p>

<p><b>6.</b></p>	<p><b>DRAFT SADC GHS POLICY PRESENTATION (by Dr. Oswald Chinyamakobvu)</b></p> <p>The SADC TRLC Extended Working Group appointed Dr. Oswald, a consultant, to develop the SADC GHS Policy. Dr Oswald outlined the background to the assignment, the need to develop the SADC GHS Policy, the preparation of the policy, how it is going to work and the benefits of implementing the GHS.</p> <p>He further explained that the policy paper will guide legislative processes in SADC with regard to the implementation of the GHS Technical Regulations.</p> <p>The member states are requested to submit their comments regarding the policy by the end April 2012 and carry out their national consultations by end of June 2012.</p>
<p><b>8.</b></p>	<p><b>SADCTRLC ELECTIONS</b></p> <p>SADC TRLC Chairperson thanked the previous committee and acknowledged the two members released from the previous executive committee during the year 2011, namely, Mr Handson Dlamini from Swaziland and Dr. Elsabe Steyn from South Africa for their contribution within the committee, and wished them farewell.</p> <p>The elections took place and the new executive committee compositions consist of:</p> <ul style="list-style-type: none"> <li>• Zimbabwe – Chairperson</li> <li>• Zambia - Vice Chairperson</li> <li>• South Africa – Regional Coordinator and Secretariat</li> <li>• Botswana – Member</li> <li>• Namibia – Member</li> </ul>
<p><b>9.</b></p>	<p><b>CONCLUSION</b></p> <p>In conclusion as per the meeting resolutions (see the attachment):</p> <ul style="list-style-type: none"> <li>• Member states were requested to submit their SADCTRLC reports as well as the SADC GHS report to the SADCTRLC secretariat</li> <li>• The draft SADC GHS Policy to be forwarded to the member states for comments. The comments are to reach the SADC TRLC Secretariat by end of April 2012 and incorporated to the policy document.</li> <li>• SADCTRLC encourages member states to report on progress regarding the establishment of national function within government and other related activities and submit these reports 1 month before the annual SADCTRLC AGM meeting</li> <li>• SADCTRLC encourages member states to approach the local EU delegation for financial support to roll out the implementation of the SADC TBT Annex at a national level.</li> </ul>
<p><b>9.</b></p>	<p><b>Closure at 16:00</b></p>

