CONSULTATIVE WORKSHOP TOWARDS THE ESTABLISHMENT OF THE ZAMBIAN NETWORK FOR WOMEN IN FISHERIES AND AQUACULTURE



6 - 8 October 2021
Lusaka, Zambia

Disclaimer: The views and opinions expressed in this article are those of the authors and do not necessarily reflect the official policy or position of the African Union Interafrican Bureau for Animal Resources.

Citation: AU-IBAR, 2021. CONSULTATIVE WORKSHOP TOWARDS THE ESTABLISHMENT OF THE ZAMBIAN NETWORK FOR WOMEN IN FISHERIES AND AQUACULTURE

All rights reserved. Reproduction and dissemination of material in this information product for educational or other non-commercial purposes are authorized without any prior written permission from the copyright holders provided the source is fully acknowledged. Reproduction of material in this information product for resale or other commercial purposes is prohibited without written permission of the copyright holders.

Published by AU-IBAR, Nairobi, Kenya
Copyright: © 2021 African Union – Interafrican Bureau for Animal Resources (AUIBAR)

Requests for such permission should be addressed to:
The Director
African Union – Interafrican Bureau for Animal Resources (AU-IBAR)
Kenindia Business Park
Museum Hill, Westlands Road
P.O. Box 30786
00100, Nairobi, KENYA
Or by e-mail to: *ibar.office@au-ibar.org*

TABLE OF CONTENTS

Introduction 1

Opening Ceremony 1

Adoption of the Agenda 3

Setting the Scene 3

Presentation of background and Objectives 3

What is AWFISHNET and Linkages to National and Regional Chapters? 4

Opportunities and Challenges for women in Fisheries and Aquaculture 4

Technical Session 5

Development of Rules of Procedure for the Network 5

Development of Action Plan for the Network 5

Presentation of AWFISHNET Strategic Plan 5

Election of the Executive Committee of the Network 5

Recommendations 6

Closing Session 6

Action plan of the AWFISHNET - Zambia 7

Rules Of Procedure Constitution of Zambia 9

List of Participants 19

Introduction

A two day consultative workshop was organized by AWFISHNET with the support of AU-IBAR to establish and launch the Zambian Chapter. AWFISHNET-Zambia chapter was therefore launched on 6th October, 2021 by the Honourable Minister of Fisheries and Livestock Mr Makozo Chikote, in Lusaka, Zambia. The Zambian Chapter was launched with the goal of establishing, raising awareness and attracting membership in Zambia. AWFISHNET-Zambia aims to facilitate collaboration and cooperation between its members and other relevant stakeholders in order to strengthen the role of women in the fish value chain. The network also aims to expand market and marketing opportunities for women fish entrepreneurs.

The workshop drew participation from the women in the fish value chain in Zambia (25) , Technical Officers from the Ministry of Fisheries and livestock(5) , World fish (1), AWFISHNET Youth Representative (1) as well as AU-IBAR Staff (3). In total 35 people participated in the workshop.

Opening Ceremony

The opening ceremony was characterized by remarks from AWFISHNET Representative, WorldFish Representative and AU-IBAR. The opening ceremony was graced by the Honorable Minister of Fisheries and Livestock in Zambia, Mr Makozo Chikote MP.

AWFISHNET Representative – Ms Kasazi Nyendwa

Ms Kasazi Nyendwa welcomed the Minister, delegates and participants to the workshop. She provided the background of AWFISHNET, when it was formed, its objectives and what it hopes to achieve at continental, regional and national levels. She explained the importance of having country chapters which are expected to draw membership from all the nodes of the fish value chain i.e. from production to trade. She also thanked all partners particularly AU-IBAR for the financial and technical support which made the launch and establishment of AWFISHNET Zambia a reality. Further, she thanked the Ministry of Fisheries and Livestock for the technical and financial support to women in the fisheries subsector. She particularly thanked the Minister for gracing the occasion in person. Finally, she thanked the women for turning out in numbers to make the launch a success and encouraged them to continue working hard and inspire more women especially the rural women.

WORLDFISH REPRESENTATIVE Dr Nestayi Mudege

Dr Mudege expressed concern on the gender imbalance at the high table that was there to officiate and launch the network. She pointed out that it validates the assertion that women are excluded from policy and decision making processes. She indicated that in various locations in

Zambia women fishers were less that than 2%. She noted that women were predominant in fish trade and they constituted more than 54% of the traders on Lake Kariba. Further she noted that fisheries can empower and improve the livelihoods of women since one can enter into the business with less capital. She pointed out lack of appropriate drying and processing equipment as well as cold chain facilities as some of the challenges faced by women. She also highlighted that fish stocks are being depleted in capture fisheries, thereby threatening the livelihoods of many women who depend on this resource.

Since women are traditionally not fishers in Zambia, men dominate fishing whilst women are active in processing and trading. As a result women are sometimes subjected to sex for fish and harassment whenever they would like to get supplies. In conclusion she proposed that women be trained in business management and be provided with information on the various financing options available in the country.

Representative of AU- IBAR: Mr. Admore Chakadenga

Mr. Chakadenga presented the speech on behalf of the Acting Director of AU-IBAR, Dr Nick Nwankpa who for unavoidable reason could not be present and sent his gratitude to the Zambian Government for accepting the call from AU-IBAR to support women in the fisheries and aquaculture sector. He introduced AU –IBAR to the meeting saying that it is a specialized technical office of the Department of Agriculture, Rural Development, Blue Economy and Sustainable Environment (DARBE) of the African Union Commission (AUC). Its mandate is to support and coordinate the utilization of livestock, fisheries, aquaculture, bees and wildlife as resources for human wellbeing and economic development in the Member States of the African Union.

He noted that women play significant role in the post-catch activities of the fisheries and aquaculture value chain, with 92% employed in the post-harvest activities (processing mainly). The role of women in fisheries and aquaculture is crucial to food security. Women make significant contribution to food security, livelihoods and household incomes in the sector, however their contributions are often not sufficiently recognised or adequately considered.

He also highlighted the formation of AWFISHNET was a response to a call by the Hon. Ministers at the 2014 Joint Conference of African Ministers for Agriculture, Rural Development, Fisheries and Aquaculture. AWFISHNET was endorsed by the Specialized Technical Committee meeting of Ministers responsible for Agriculture, Rural Development, Water and Environment (STC-ARDWE) in 2019 and therefore recognized by the highest AU policy organ. He concluded by congratulating the People and Government of Zambia for their commitment towards supporting recommendations of our Heads of States and Government and for agreeing to host this important meeting.

The Permanent Secretary, Ministry of Fisheries and Livestock, Honourable Minister, Ministry of Livestock and Fisheries, Mr Makozo Chikote MP.

The Minister welcomed everyone to the official launch. He highlighted that the Government has prioritized the fisheries sub-sector as one of the key drivers of economic growth. He emphasized that Government is committed to supporting fish and aquaculture value chains in order to exploit its full potential in contributing to income generation, food and nutrition security in Zambia. The country is endowed with over 40% of the fresh water resources of Southern Africa, which provides the basis for capture fisheries and aquaculture production. He informed the meeting that the president of the republic of Zambia, Mr. Hakainde Hichilema attaches great importance to fisheries and aquaculture

and therefore pledges to enhance fingerling production.

The Minister also highlighted that women remain a critical stakeholder in the fish value chain. He recognized that women in the fish value chain face a number of challenges including but not limited to: inadequate access to finance, inadequate access to good quality fish resource, high cost of processing equipment and inputs, inadequate access to information on prices, inadequate information on markets and knowledge on new technologies in fish processing, inadequate fish supply due to low fish production and productivity, uncoordinated processors and traders. He assured the women that the Government of Zambia is working hard to address the challenges they are facing.

He thanked AU-IBAR, AWFISHNET, and Worldfish for the initiative that would help in empowering the women in Africa and Zambia in particular. He requested for the continued support by the cooperating partners.

In his conclusion, he applauded the women of Zambia for their role in the fisheries subsector and for their decision to work together as a team for the betterment of Zambia. He declared the meeting officially opened and AWFISHNET Zambia Chapter officially launched.

Adoption of the Agenda

The Agenda was adopted with amendments (See Annex 1)

Setting the Scene

This session was facilitated by Dr. Maputa Kamulete and Mr. Admore Chakadenga and proceeded in the following order.

Presentation of background and Objectives

Mr. Chakadenga presented the background information on the establishment of AWFISHNET. He indicated that fishery and aquaculture products remain important source of food, nutrition, income and livelihoods for hundreds of millions of people around the world. In Africa, approximately 200 million people depend on fish as a cheap source of protein.

Fish continues to be one of the most traded food commodities worldwide with more than half of fish exports by value coming from developing countries. He highlighted the challenges that women in the fisheries value chain face across the continent which include: poor and unhealthy working conditions, limited access to resources, lack of access to finance, limited access to markets, limited business skills to build viable and competitive enterprises, lack of equipment and knowledge of fish processing and value addition technologies, limited participation of women in policy and regulatory processes.

He indicated that AWFISHNET was formed in 2017 with Membership drawn from 28 Member States with the aim to improve the livelihoods, welfare and contribution of women to Africa's fisheries.

Dr Kamulete presented the main objectives of the meeting and these are highlighted as follows:

1. Form a national Chapter of AWFISHNET, comprising of women active in fish farming, fish processors and traders;
2. Deliberate and adopt a constitution and rules of Procedure for the proposed national women network that is in line with the continental AWFISHNET guidelines;
3. Vote in the network's inaugural executive office bearers;
4. Collectively identify key tasks and action plan for the legal operationalization of the proposed network.

She also highlighted the expected outputs as follows:

1. Establishment a national network of women fish processors, grower and trader associations;
2. Adopt the draft Constitution and Rules of Procedure for the proposed network;
3. Draft and Adopt the inaugural two year action plan to operationalize the network;
4. Inaugural executive committee of AWFISHNET- Zambia.

What is AWFISHNET and Linkages to National and Regional Chapters?

This session was presented by the AWFISHNET Youth Representative, Ms Kasazi Nyendwa. She highlighted the importance of AWFISHNET and its linkages to national and regional chapters. She stated that the Network will create opportunities to share information, experiences and knowledge among women across the African continent. She highlighted that the network also provides an opportunity to create market linkages and thus encourage intra African trade at national, regional and continental levels. She also emphasized that the network provides opportunities for women to share processing technologies and techniques for enhanced fish processing.

Opportunities and Challenges for women in Fisheries and Aquaculture

This session was presented by Ms Namangolwa Chimba. She highlighted the specific roles of women in both capture fisheries and aquaculture. She pointed out that in capture fisheries women are active in processing, marketing and trading where as in aquaculture women are active at all nodes of the fish value chain.

She noted that women face a number of challenges of in the fisheries subsector and also highlighted the opportunities that exist for them. Some of the opportunities identified were as follows:

- Strong political will and government support to diversify the aquaculture subsector
- High and increasing demand for fish and fishery products
- Increasing taste preference for processed fish and fishery products.
- High demand for smoked and salted fish from neighbouring countries such as the Democratic Republic of Congo.
- Availability of improved fish processing technologies such as smoking kilns, ice and solar tent drying
- Existence of financing options for women in the fish value chain e.g. Zambia Aquaculture Enterprise Development Project (ZAEDP) which supports women with credit finance and technical capacity development.

- Existence of an e-marketing platform which provides real time marketing information for fish and fishery products.

Technical Session

This session was facilitated and proceeded as follows

Development of Rules of Procedure for the Network

Dr. Kamulete presented the draft Rules of Procedure for the Network. These were subjected to discussion with all the participants and were subsequently adopted. During the discussion, it was noted that the draft Rules of Procedure were focused mostly on women in processing and trade leaving out those in fingerling and fish production. The meeting therefore agreed that the Zambian Chapter will include all women in the fish value chain. (See Annex 2:AWFISHNET-Zambia Rules of Procedure)

Development of Action Plan for the Network

Dr. Kamulete presented the draft two year action plan for AWFISHNET- Zambia. This was subjected to discussion with all the participants and changes were made as appropriate. The action plan was subsequently adopted with amendments. (See Annex 3: AWFISHNET-Zambia Action Plan)

Presentation of AWFISHNET Strategic Plan

In order to familiarize AWFISHNET- Zambia participants with the contents of the AWFISHNET 2021 -2026 Strategic Plan, Mr. Chakadenga presented the vision, mission and priority action areas.

Election of the Executive Committee of the Network

The election of the Executive Committee was facilitated by Dr Kamulete with the assistance of Mr. Chakadenga and Ms. Namangolwa Chimba.The Executive Committee was elected as follows:

Table 1: List of the Executive Committee

No.	Position	Name
1	Chairperson	Batuke Walusiku Mwewa
2	Vice Chairperson	Rhoda Nakasimba Mughandila Nyirenda
3	General Secretary	Georgina .S. Chibbamulilo
4	Deputy General Secretary	Jacqueline Ndoweni Nkausu Moyo
5	Treasurer	Catherine N. K. Nawa
6	Deputy treasurer	Nakamwi Manze Kauseni
7	People with disabilities representative	To be elected at a later date after consultation with relevant association
8	Youth Representative	Vivian Phiri

Recommendations

- AWFISHNET should be more inclusive to cover all women actors in the fish value chain
- i.e. from fingerling production, fish production, processing, marketing and trade.
- AWFISHNET –ZAMBIA should swiftly create awareness about its existence among all women in the fish value chain, especially those in the rural areas.
- AWFISHNET –Zambia should create provincial chapters to facilitate the mobilization of women of the fish value chain across the country.
- AWFISHNET – Zambia should take advantage of the existing financing options such as those provided by the Zambia Agribusiness Trade Project (ZATP).

Closing Session

The newly elected Chairperson of AWFISHNET- Zambia Ms. Batuke Walusiku Mwewa gave her inaugural remarks and a vote of thanks. She thanked the participants for the confidence in her and the rest of the Executive Committee. She pledged to serve the network diligently in order to improve the lives of Zambian women, especially those in the rural areas.

Dr. Kamulete, representing the Ministry of Fisheries and Livestock thanked AU-IBAR for supporting the meeting and the establishment of AWFISHNET- Zambia. She thanked the women for their active participation and commitment to the success of the meeting and of AWFISHNET- Zambia. She encouraged them to continue working hard to ensure improved livelihoods of women especially those in the fish value chain. She wished them well and declared the meeting officially closed.

ACTION PLAN OF THE AWFISHNET - ZAMBIA

No.	Objectives	Strategic Action	Responsible Person/ Institution	Input	Resources	Time-Frame
1	To facilitate collaboration and cooperation between AWFishNET – Zambia and other relevant stakeholders	Establish a national communication platform i.e. WhatsApp, Facebook, twitter, website	Secretariat – national	• Phone numbers • Email addresses • Photos	Financial Human Materials	3 months
		Facilitating the formal registration of the network with the registrar of societies	Network representatives	• Declaration • Reports to AWFishNET	Human Financial	3-6 months
		To strengthen the national association by establishing provincial chapters	Designated provincial focal points Secretariat	• Meetings • Provide linkages with other networks • Inventory taking of women in the fish value chain	Finances (member subscriptions)	1 year
		Data base for all women in the fish value chain in Zambia	Secretariat	• Field Research surveys on existing women in the fish value chain	Finances (member subscriptions) Cooperating partners	6 months
		Resource mobilisation	Secretariat / Executive Committee	• Proposal writing • Finances (member subscriptions) • Design of resource mobilisation strategy	Finance and material	Long term
2	Share best practice, experience , technologies and learning together	Identify and document best practices and technologies	Secretariat members	• Seminars, • Trade and exhibition fairs	Financial Material Human	Medium –Long term
		Provide fora for information exchange and knowledge	Secretariat Members	• National seminars, trade and exhibition fairs, agricultural shows, study tours. Calendar of events, information on • Service providers		Medium –Long term
3	Identify issues related to Network activities and advocate for an enabling policy environment to enhance the role of women in the fisheries subsector sector in Zambia	Provide a platform for policy dialogue and direction	secretariat	• Workshops • Meetings • Advocacy	Financial Material Human	Long term

4	Attract increased public and private investment in the fish value chain	Improve access of women to business development services and trade segment of the value chain	secretariat	• Trainings • Workshops • Meetings • Exposure trips • Exhibitions • Access to finance • Access to markets • Certification	Financial Material Human	Long term

		Improve public policy environment and operational environment (right infrastructures)	Secretariat Line ministries	• Capacity building	Financial Material Human	Long term
		Improve compliance to HACCP procedures and to develop and operationalise voluntary SOP in line with SPS guidelines	Secretariat Line ministries	• Capacity building	Financial Material Human	Long term
5	Strengthen their roles as SME and hence expand their market and opportunities resulting in improved national and intra-regional fish trade	Lobbying and advocacy Linking to markets and marketing information	Secretariat Line ministries	• Tax incentives for women in fish value chain activities • • Profile success from around the country, region and the • continent	Financial Material Human	Long term

RULES OF PROCEDURE CONSTITUTION OF ZAMBIA

Article 1. Introduction and Background.

AWFISHNET-Zambia is a Non- Profit, non-political and non-religious network that focuses to enhance women's capabilities and potential for sustainable and equitable development, food security, poverty eradication and safeguarding of the environment. It is a platform that seeks to strengthen women fish workers' position and contribute to the SDGs and national agenda of ending hunger in Zambia and halving poverty by the year 2025, given their key role as active players in the fisheries sub-sector and in line with existing national, regional and global instruments, policies and strategies. The network exists as a coordinating body for all its members involved in the fish value chain process in Zambia. Members use the network as a consultative mechanism to strengthen institutional coordination with respect to matters that affect their interest as women in the fish value chain at national, regional, continent and global levels.

The idea to establish the women's network of fish value chain was conceived in November 2016 during the African women's training on Fish Handling, Hygiene and Sanitary and Phytosanitary (SPS) measures along the Post-Harvest Value Chain. The founder members confirmed that lack of organization and institutional participation by women in the sector is a significant indicator and source of marginalization, where inequitable access to fisheries governance is directly related to inadequate and insecure access to resources. The network was launched in April 2017, in Dar es Salaam, Tanzania during the consultative workshop that declared its headquarters to be in Mwanza, Tanzania. In this regard, AWFISHNET-Zambia chapter was launched on 6th October, 2021 by the Honourable Minister of Fisheries and Livestock Mr Makozo Chikote, in Lusaka, Zambia with the goal of establishing, raising awareness and increasing membership in Zambia. AWFISHNET-Zambia aims to facilitate collaboration and cooperation between its members and other relevant stakeholders in order to strengthen the role of women in the fish value chain. The network also aims to expand market and marketing opportunities for women fish entrepreneurs.

AWFISHNET – ZAMBIA VISION

As a coordinating body for its members involved in fish value chain, AWFISHNET- Zambia exists to strengthen institutional coordination and collaboration with respect to matters that affect the interests of women in the fish value chain in Zambia.

MISSION

To enable Zambian women in the fish value chain to effectively manage their social, economic and political development processes for improved livelihoods.

Article 2. Preamble

The terms set out below shall have the following meaning in these Rules of Procedure:

"Executive Committee means the governing body of the Network. "Chairperson" means the Chairperson of the Network; "Member" means a recognized member of the Network;

"Network" means the Zambian Women in the Fish value chain value chain.

"Representative" means representative of a Member of the Network or any other invited organization, individual or stakeholder;

"Secretariat" means the Secretariat of the Network.

Article 3. Objectives of the Network

1.1 *Overall Objective*

The overall objective of the network is to contribute to improving the welfare, working conditions and income of women in the fisheries sub-sector within Zambia.

1.2 *Specific Objectives*

The Network will provide a national platform for women in the fish value chain to achieve the following:

1.2.1 *Collaboration and cooperation between and amongst women in the fish value chain across the nation;*

1.2.2 *Sharing of best practices, experiences, technologies and learning;*

1.2.3 *Effective advocacy on issues affecting women in fish value chains including in particular establishment of an enabling policy environment;*

1.2.4 *Building and strengthening of the capacities of members to effectively implement continental policies at local, national, regional and continental levels;*

1.2.5 *Attraction of increased public & private investment in the fish value chain;*

1.2.6 *Strengthen the role and participation of fish enterprises owned by women as SME's in the fisheries sub- sector with the objective of improving access to markets, as well as expansion of markets and marketing opportunities, and thereby fostering the equitable participation of women fish entrepreneurs in national and intra-regional African fish trade.*

Article 4. Name and Description of the Network

The name of the Network shall be AFRICAN WOMEN FISH VALUE CHAIN NETWORK (AWFISHNET) - ZAMBIA

AWFISHNET- Zambia operates as a non-profit making, non-political and non-religious network that brings together women fish value chain actors from all over the country.

Article 5: Area of Operation of the Network

AWFISHINET- Zambia will work within the Zambia in accordance the Societies Act and all applicable laws. The Network shall have its offices located in Lusaka.

It shall work very closely with the Ministry responsible for fisheries, other relevant Regulatory Agencies, Associations in the fish value chain, AWFISHNET, SADC, African Union Inter African Bureau for Animal Resources (AU IBAR), Council of African Ministers in Fisheries and Aquaculture

(CAMFA) Secretariat, Regional Fisheries Bodies, Regional Economic Communities and any other African Union (AU) agencies.

Article 6: Objectives

1.1 *General objective*

To contribute to improving the welfare, working conditions and income of women in the fisheries sub-sector within Zambia.

1.2 *Specific Objectives of AWFISHNET*

The Network will provide a national platform for women in the fish value chain to achieve the following:

1.2.1 *Collaboration and cooperation between and amongst women in the fish value chain across the nation;*

1.2.2 *Sharing of best practices, experiences, technologies and learning;*

1.2.3 *Effective advocacy on issues affecting women in the fish value chain including in particular establishment of an enabling policy environment;*

1.2.4 *Building and strengthening of the capacities of members to effectively implement continental policies at local and national levels;*

1.2.5 *Attraction of increased public & private investment in the fish value chain;*

1.2.6 *Strengthen the role and participation of fish enterprises owned by women as SME's in the fisheries sub-sector with the objective of improving access to markets, as well as expansion of markets and marketing opportunities, and thereby fostering the equitable participation of women fish entrepreneurs in national and intra-regional African fish trade.*

Article 7 - Status and Composition of the Network

1.1 *The Network is a formal decision-making body. Members of the Network shall be drawn from the women in the fish value chain across Zambia. The network shall have one focal point person per province.*

1.2 *The Network shall consist of the following governance structures;*

- The General Assembly
- The Executive Committee
- The Secretariat

Article 8 - Functions of the Network

The Network shall;

i. Develop and implement public awareness campaigns and actions on fingerling production, fish production, processing, trading, utilization, marketing and any other fish value chain related issues;
ii. Facilitate multi-stakeholder activities and events such as round table discussions, public and private sector engagement;
iii. Organize capacity building activities and advocate for policy change;
iv. Demonstrate practical ways of overcoming obstacles and barriers in adopting best practices;
v. Improve and broaden networks and coalitions with relevant and like-minded organizations;
vi. Advocate for the development and introduction of favorable financing options for women in the fish value chain (including the piloting as well as evaluation of innovative financial instruments);
vii. Create awareness on the already existing financing options;
viii. Collate information from independent research to inform policies at the national, regional and continental level;
ix. Disseminate information on matters pertaining to the interests of women in the fish value chain at national, regional

and continental levels;

x. Carry out independent monitoring and evaluation of implementation of PFRS and other relevant policy instruments at national level;
xi. Facilitate implementation of the PFRS and other policy instrument initiatives at national level;
xii. Hold meetings and implement decisions made at General Assembly meetings;
xiii. Carry out advocacy on the development and application of legislation within the country (including legislation to facilitate free trade of fish products amongst Member States).
xiv. To enhance fingerling/ fish production, handling, preservation and processing technologies as well as strengthening marketing and processing information of fish and fishery products.

Article 9: Functions of the Governing Structures

1.1 *The General Assembly*

This shall be the highest governing body of the Network. Its decisions are final in the running of the Network. It is constituted by all members of the Network as defined by this document.

The General Assembly shall:

1. Determine the Policy and Program of the Network;
2. Ensure that the Network carries out its functions and roles as outlined in these Rules of Procedures;
3. Elect the office bearers;
4. Hold at least one meeting annually;
5. Hold any extra ordinary meeting as need arises

1.2 *The Executive Committee*

The Executive Committee shall be composed of eight elected office bearers and the National Coordinator who is employed by the Network.

i. Chairperson
ii. Vice Chairperson
iii. General Secretary
iv. Deputy General Secretary
v. Treasurer
vi. Deputy treasurer
vii. People with disabilities representative and
viii. Youth representative
ix. National Coordinator

The Executive Committee shall hold office for a term of 24 months which may be renewable for another 24 months after which, a member would have served two terms and may not hold office for a third term. The National Coordinator is the only member who may hold office in the Executive Committee for as long as they hold office in the network secretariat.

i. The primary function of the Executive Committee shall be to facilitate meetings of the Network.
ii. The Executive Committee shall meet as necessary, either in person or by other methods, including electronic

communication.

1.2.1 *Functions of the Chairperson*

The Chairperson of the Network shall;

A. ***In addition to exercising the powers conferred upon her elsewhere in this document, the Chair shall;***

i. Preside over all Network General Assembly Meetings;
ii. Preside over all meetings of the network;
iii. Be the Network's Chief Executive;
iv. Represent the Network in international meetings;
v. Ensure that each member is given the right to speak in the General Assembly;
vi. Have the power to rule on any Point of Order;
vii. Have the power to define the time allotted to speakers and also determine the number of times members can contribute on an issue;
viii. Exercise full control of General Assembly meetings and maintain order;
ix. Ensure that all Network Articles are adhered to and that the Network operates within the framework of its values, principles and norms;
x. Adjourn or close debate on an issue;
xi. Close the list of speakers on an issue; and
xii. Suspend or adjourn a meeting.

B. ***Whenever the chairperson is unable to perform her duties for any reason, the Vice Chairperson shall perform the duties of the chairperson and in her absence the General Secretary shall assume the duties.***

1.2.2 Vice Chairperson

The Vice Chairperson shall:

i. Assist the Chairperson and perform all the functions of the Chairperson in her absence;
ii. Be answerable to the Network and the General Assembly;

1.2.3 General Secretary

The General Secretary shall:

i. Manage the Network's activities;
ii. Represent the Network in all meetings and activities requiring the presence of the Network;
iii. Maintain official records and minutes of Network meetings;
iv. Communicate with members through the most efficient and cost-effective way available to disseminate information;
v. Prepare and present an annual report to the General Assembly;
vi. Take minutes in all General Assembly meetings of the Network;
vii. Aid in the establishment of the Network's strategic direction;
viii. Arrange and convene all General assembly meetings;
ix. Promote the development of the Network's membership;

1.2.4 Deputy General Secretary

The Deputy General Secretary shall:

i. Assist and perform all functions of the General Secretary in her absence;
ii. Be answerable to the General Secretary and the General Assembly;

1.2.5 The Treasurer

The Treasurer shall in general ensure that proper accounting procedures are adhered to, and shall:

i. Keep a proper Books of Accounts based on all the financial records of the Network
ii. Open a bank account on the advice of the Network and ensure that all drawings from the account are countersigned by personnel designated by the Network
iii. Provide financial reports that include the annual financial statement and audited accounts of the Network to the General Assembly.
iv. Cause the accounts to be kept and in particular, as regards;
    a. The sums of money received and spent by the Network and the matters in respect of which such receipts and expenditures takes place;
    b. The assets and liabilities of the Network.
v. The books of accounts shall be kept at the office or at any such place the Network deems fit and shall be made available upon request.
vi. At the Annual General Meeting, the treasurer shall lay before the members present audited financial statements for the period since the last preceding account made up to a date not more than nine (9) months before such meeting.
vii. Copies of the audited financial statements for the accounting period, shall be framed in accordance with any statutory requirements for the time being in force, and of any other documents required by law to be annexed or attached thereto or to accompany the same shall, not less than twenty one (21) days before the date of the Annual General Meeting be sent to all members entitled to receive notice, of such meetings in the prescribed manner.

1.2.5.1 *Deputy Treasurer*

The Deputy Treasurer shall:

i. Assist the Treasurer and perform all functions of the Treasurer in her absence;
ii. Be answerable to the Treasurer and the General Assembly;

1.2.6 *People with Disability Representative*

The People with Disabilities Representative shall ensure effective participation of women with disabilities in the activities of the Network

1.2.7 *Youth Representative*

The Youth Representative shall ensure effective participation of youths in the Network's activities

1.3 *The Secretariat of the Network*

The secretariat shall carry out and coordinate the day-to-day affairs of the Network including but not limited to the following:

i. Communicate with members in the Network on decisions which require their attention;
ii. Prepare action plans with members in the Network and oversee implementation of decisions of the General Assembly and activities on relevant policy instruments including the Policy Framework and Reform Strategy for Fisheries and Aquaculture in Africa;
iii. Attend meetings of the Secretariat and any other fora that require their presence;
iv. Collating, processing (where required) and disseminating information amongst the Members;
v. Drafting and processing relevant documents as may be requested by the Network;
vi. Providing all necessary support required for such meetings including report writing, preparation of press releases, communications and declarations.
vii. Providing support to the Network;
viii. Keeping proper records of the Network which must be properly organized for easy reference;
ix. Disseminating the work of the Network as may be required;
x. Executing such other tasks as may be assigned to it by the Network; and
xi. Facilitating exchange of information and work programmes between members and observers of the Network.

Article 10: Network meetings

Meetings of the Network shall generally be public. The network may at its discretion invite representatives of any stakeholder, but such invitees shall have no rights to vote. The network may at its discretion allow invited participants to make verbal or written statements during the meeting.

i. The Network shall meet at least once a year;
ii. The venue and dates of each session are to be decided by the Chair in consultation with the Secretariat and the Executive Committee.
iii. The Secretariat shall invite and notify the members of the Network of the venue and dates of any session at least eight weeks before it is due to commence;
iv. Without prejudice to (ii) and (iii) the Network may, when necessary, convene extra- ordinary meetings.

Article 11: Elections

Members at a General Assembly shall elect the office bearers who will serve for a period not exceeding two years and shall be eligible for re-election once only. Any subsequent filling of the post of any office bearer shall be done in the same manner as the original election. When this post becomes vacant due to resignation, disability, death or any other reasons, the terms of office for the newly elected person shall be only for the remainder of the period of the office bearer who is being replaced.

Elections into office for the office bearers shall be done in such a way to ensure institutional memory.

A vote of no confidence shall be raised by two third majority of the members in instances where the Executive Committee member(s) fails to perform her duties as outlined in the constitution to usher in a new Executive member(s) in accordance with this constitution.

A proper handing over shall be arranged and supervised by an appointed arbitrator or her representative.

Article 12: Quorum at Meetings

For any meetings of the Network to take place, there shall not be less than half plus one of the registered members in attendance.

Members shall be deemed to be present under the following conditions:

i. Members are represented by duly recognized representatives and with member's consent;
ii. Members send apologies for their non-attendance and can be represented. In such a case the total number of members present physically should not be less than half plus one of the registered members for any major voting to take place such as elections of office bearers, changes in the Rules of Procedures and financial expenditure;

Article 13: General Assembly Meeting Agenda

i. The General Secretary shall, in consultation with and under the guidance of the General Assembly Chairperson, prepare a provisional agenda for the General Assembly;
ii. Any member of the Network may request the General Secretary to include specific items in the provisional agenda;
iii. The General Secretary shall distribute the provisional agenda for the Network General Assembly, along with other official documents to be considered at such a meeting, to the members in the official language of the Network members at least one month before the date of the meeting;
iv. The provisional agenda shall also be available to other relevant stakeholders of the Network;
v. The General Secretary shall include supplementary items proposed by members to the provisional agenda;
vi. During the General Assembly meetings, members of the Network may revise the agenda by adding, deleting or amending items. Only items that members consider to be of an important and urgent nature may be added to the agenda during a statutory meeting;

Article 14: Decision Making Process

The Network shall make its decisions through a participatory process. An issue for voting will be considered upon proposal by a duly recognized member. Another member shall second any proposals by a Member before decision is made on it. A proposal can however be removed at any time or be withdrawn so long as no vote has been taken with respect to it. Decisions at meetings shall be made by a simple majority of Active Members voting, except two-thirds (2/3) of the majority are required to:

i. Amend this constitution or any article(s)
ii. Suspend a rule;

When two or more amendments are proposed for a motion or proposal, the chairperson shall decide the order in which they shall be put to vote. Usually, the network shall first of all put to vote the amendment, which is further from the original proposal in terms of content, then the following amendment after the former.

If two or more amendments to a proposal are made, the Chairperson shall rule on the order in which they are to be discussed. Ordinarily, the Network shall vote on the amendment on a 'first in and first out' basis.
The members can consult any person if such consultation will assist them in making sound decisions. The General Assembly may also invite specialist or knowledgeable persons to attend its meetings provided that the invitee can provide sufficient insight to the issue under discussion.

Article 15: Adjournment of the meeting

During the discussions, a motion of adjournment may be presented about the issue under discussion. In addition to the proposer of the motion, one member may take the floor to support the motion and another member to oppose it. The motion shall be put to vote by the Chairperson.

Article 16: Informal consultations

The network may organize with other stakeholders, informal consultations, when it deems necessary in carrying out its duties.

Article 17Meeting Venue

i. Network meetings shall be held at a venue determined by the Executive and the secretariat of the network
ii. The meetings shall be physical or virtual depending on the circumstances.

Article 19: Invitation to meetings

The Secretariat of the Network in consultation with the Executive Committee shall call for meetings in accordance to Article 10 above.

Article 20: Voting Rights

Only members of the Network can vote. Each member of the Network shall have one (1) vote.

Article 22 Method of Voting

Voting shall be by secret ballot or a show of hands or any other method as may be determined by the Members.

Article 23: Voting motions or proposals

The motions of proposals shall be seconded before being put to a vote. They may be withdrawn anytime as long as they have not been put to any vote. In the case of secondment, the member who moved the motion or proposal may insist that it is put to vote as her own motion or proposal with the same rights of precedence as if it has not been withdrawn by its original author.

Article 24: Records of the Meetings

i. The Network shall adopt its reports.
ii. A record of the proceedings of the Network's meeting shall be kept by the Secretariat and shall be circulated among the Members and all relevant stakeholders.

Article 25: Communication

The network may report on its discussion, if it deems it necessary. However, all correspondences should be addressed to the General Secretary.

Article 26: Resource mobilization

The Network shall mobilize financial and technical resources internally and externally to meet its objectives. Internally, the members will paymembership at the time of joining the Network and annual subscription fees (as determined by the Network GA). Externally the Network shall write proposals for financial and technical resources. The Network shall agree in its first General Assembly on its financial guidelines (where to deposit funds raised, signatories and financial procedures, among others). Otherwise each member shall be financially responsible for her participation in the Network's activities.

Article 27: Amendments to Rules of Procedure

i. Amendments to these Rules of Procedures shall be adopted by three quarters of the network members.
ii. Any amendments moved by the members of the Network or by the Executive Committee shall be communicated to all members at least eight weeks before the meeting at which the proposals are supposed to be discussed.

Articles 28: Entry into Force

The present Rules shall take effect upon their adoption by the Network.

LIST OF PARTICIPANTS

Beatrice Shava Mwale
Manager
Rufunsa Fishways Lukwipa – Rufunsa Zambia
Tel: 0953593217/0976566048
Email: biyashavaii@gmail.com

Edina Chama Kalala
Director
Lyeni Investments
P.o Box 50546
Tel: 0977 865442
Email: ednakalala@gmail.com

Ella Ng'ambi
Member
Kafue Women's Fish Processor's Association
Lusaka - Zambia Tel: 0977100212
Email: ellanamwayi@gmail.com

Faith Lewis Kayuni
Member
Kafue Women's Fish Processor's Association
P.o Box 33650
Kafue - Zambia Tel: 0972 930731
Email: faithkayuni12@gmail.com

Georgina S. Chibbamulilo
Director
Glenmore Enterprise
P.o Box
Chongwe - Zambia Tel: +260 979 868461
Email: georginachibbamulilo@gmail.com

Gladys Mbumwae
Director
Skupa Trading Limited
P.o Box
Tel: +260 977677696
Email: Mbumwaegladys0@gmail.com

Jacqueline Nyendwa
Fish Production Tel: 0966 242198
Email: nyendwaj@gmail.com

Jacqueline Ndoweni Nkausu Moyo
HR Practitioner Absolute Construction
P.o Box RW 51497 Tel: +260 977635855
Email: jacquelinenkausu@gmail.com

Joyce Tembo
Director
Mpeni Farm Limited Farm 32A Ngwerere East Lusaka - Zambia
Tel: +260977888328
Email: jpctembo@yahoo.com

Kambole Kapotwe
Director
Kaka Procurement Limited
P.o Box 37889
Lusaka - Zambia Tel:
Email: kakaprocurement1@gmail.com

Kasazi Lotuno Nyendwa Chairperson/MD KWFPA/ Lotuno Enterprises Ltd
P.o Box 117, Kafue Zambia Tel: +260979085724
Email: kasazie@yahoo.com

Malili Nakanyika
Scio-Economic Gender Specialist Fisheries Department
P.o Box 350100, Chilanga Kafue - Zambia
Tel: 0976 196446
Email: audreynakanyika@gmail.com

Malita Kaweche
Fish Farm Manager Kaweche Farm Lusaka -Zambia
Tel: +260 977 115 449
Email: malitakaweche@yahoo.com

Maputa Agnes Kamulete
Senior Veterinary Officer/ Food Safety Coordinator
Ministry of Agriculture and Livestock
P.o Box 32793
Tel: +260-977-805930
Email: maputak@gmail.com

Martha Sabi
Director
Penjelo Enterprises
P.o Box 50066
Chongwe -Zambia Tel: +260 779 287 426
Email: marthasabi2021@gmail.com

Maureen Muliya
Director
Chalala – Lusaka Zambia Tel: +260 973 506 699
Email: nalikombammuliya@gmail.com
Catherine Nawa
Director
Nawa Farm Fish Project
P.O. Box 360222
Kafue - Zambia Tel: 0971 58 54 21
Email: nawalouis@gmail.com
Mary Musiwa Chikoyi
Manager Chickmar Limited
P.o Box 310338
Chelston LSK Tel: 0977 728807
Email: mchikoye@yahoo.com

Kafue - Zambia
Tel: +26097431611O7
Email: natashamundende@gmail.com

Batuke Walusiku - Mwewa
Swan Fisheries
Plot 25 – Chombwa Village Chongwe - Zambia
Tel: +260 978 773067
Email: batukewalusiku@gmail.com

Joyce Lupiya Shawa
Manager
Nema Yamungu Mixed Farming Limited
P.o Box 92 Chongwe - Zambia Tel: +260 977353267
Email: lupiyajoycengoza@gmail.com
Mwango Violet Kawanga
Director
Mwango V.K Enterprise
P.o Box 30022 Ridgeway Chirundu - Zambia
Tel: 0973684778
Email: violetkawanga@gmail.com

Mwaka Kayela Namukonda
Business Lady
Kafue Women's Organisation
P.o Box 117 Lusaka - Zambia Tel: +260966 444622
Email: mwakabwanausi@gmail.com

Nakamwi Manze Kauseni
Member
Kafue Women's Fish Processor's Association
P.o Box 33650
Chongwe - Zambia Tel: 0966220737
Email: nakamwi1@gmail.com

Natasha Namonze Mundende
Director
Chinavimu Investments Limited
P.o Box 360210

Namangolwa Chimba
A-SFRO MLF/DOF
P.O. Box 350100 Chilanga Tel: +260 977 547264
Email: namchimba@gmail.com

Dr. Netsayi Mudege Senior Scientist WORLDFISH
Lubansenshi Close Tel: 0974802844
Email: N.Mudege@cgiar.org

Dr. Christine Namukolo Inambao
Ag. Senior Veterinary Officer Ministry of Fisheries and Livestock
P.o Box 60060
Tel: +26 0973 631188
Email: namukoloim@gmail.com

Dr. Mwansa Songe
Senior Veterinary Research Officer Ministry of Fisheries and Livestock
P.o Box 33980
Lusaka -Zambia Tel: +26 097677521 1
Email: drsonge@yahpoo.com

Pamela Malifwa Nalumino
Fish Processor
Kafue Women's Organisation
P.o Box 117
Tel: +26097743413/0963702679
Email: pamelanalu@gmail.com
Rhoda N. Mughandila-Nyirenda
Director
Nkumbu Gardens and Suppliers Ltd Plot 135 Chembe South
Kalulushi C/Belt - Zambia Tel: +260 966182616
Email: rhodanm76@gmail.com
Tel: +260 977 858167
Email: alimahmbewe@yahoo.com

Vitaline Phiri Tembo
Asilini Enterprises
Plot 18694/m, Kasama Road Kafue -Zambia
Tel: +260977532099
Email: vitalinephiritembo@gmail.com

Vivian Phiri
Fish Production
Fisheries and Aquaculture
P.o Box 37852
Tel: +260 966192166
Email: viviennemalaza.phiri@gmail.com

Mr. Admore Chakadenga Monitoring & Evaluation Expert AU-IBAR
P.o Box 30786 - 00100
Tel +254 20 3674309
Email: admore.chakadenga@au-ibar.org

Mr. Sikana Sumbwa Senior Certifying Officer AU-IBAR
P.o Box 30786 - 00100
Tel +254 20 3674309
Email: sikana.sumbwa@au-ibar.org

Ms. Evelyn Khaemba Documentation Officer AU-IBAR
P.o Box 30786 - 00100
Tel +254 20 3674113
Email: evelyn.khaemba@au-ibar.org

Susan Mbewe
Member
Kafue Women's Fish Processor's Association
P.o Box 33650
Kafue - Zambia



African Union
Inter-African Bureau for Animal Resources (AU-IBAR)
Kenindia Business Park
Museum Hill, Westlands Road
P.O. Box 30786
00100, Nairobi, KENYA
Telephone: +254 (20) 3674 000 / 201
Fax: +254 (20) 3674 341 / 342
Website: www.au.ibar.org
Email address: ibar.office@au-ibar.org