



Republic of Namibia

MINISTRY OF EDUCATION, ARTS AND CULTURE

PERFORMANCE AGREEMENT 2021/22

The Contracting Parties

This **Performance Agreement** (hereinafter referred to as "PA") is entered into between the Government of the Republic of Namibia (hereinafter referred to as GRN), represented by the President H.E. Dr. Hage G. Geingob, on the one part, and the Ministry of Education, Arts and Culture, (hereinafter referred to as the Ministry), represented by the Minister, Hon. **Ester Anna Nghipondoka**, on the other part.

PREAMBLE

WHEREAS The People of Namibia overwhelmingly and willingly gave the Government the mandate to consolidate past gains and to pursue the lofty ideals set out in Vision 2030 and the Harambee Prosperity Plan;

WHEREAS The Government is determined to remain faithful to the People's mandate and to build the Namibian House in which all its residents have a sense of shared identity;

WHEREAS The Parties to this Performance Agreement are not only committed to the attainment of the strategic objectives outlined in Vision 2030 but are also fully conscious of the necessity to serve the People of Namibia promptly, diligently, and without regard to the ethnic origin, socio-economic status, gender, religious, ideological, or political affiliation of the service beneficiary;

WHEREAS The Performance Agreement represents the Minister's avowed commitment to the realization of national strategic objectives, and signifies the Government's determination to support the Ministry's efforts;

NOW, THEREFORE, the parties hereto agree as follows:

Part I: Undertaking by the First Party

THE FIRST PARTY, the GOVERNMENT, undertakes to provide the necessary resources needed in line with MTEF to fulfill the Ministry's statutory mandate and attain national strategic objectives, including but not limited to, those set out in Vision 2030, the NDP 5, and the SWAPO Manifesto and Harambee Prosperity Plan. The national strategic objectives will also be informed by the SADC Revised Regional Indicative Strategic Development Plan and the African Union Agenda 63.

His Excellency the President undertakes to facilitate clearance of obstacles that might be beyond the capacity of the ministry to resolve, and which must be brought to the attention of the President by the Minister. The President further undertakes to:

1. Preside over a two-day quarterly Ministerial Retreat to receive briefings on achievements of strategic objectives from individual Cabinet Ministers;
2. Facilitate resolution of structural challenges to performance, brought out at the retreat;
3. Support and facilitate realization of the Minister's commitments, obligations, and strategic intention.

Part II: Undertaking by the Second Party

In consideration of the Government's undertakings and assurances, THE SECOND PARTY, the Minister agrees to:

- Improve core skills in numeracy and literacy in basic education.
- Promote arts and culture for sustainable development.
- Enhance Organisational Performance.
- Ensure Effective Regulatory Framework and Compliance.

(See Annex A for a matrix depicting the deliverables, performance indicators and annual targets)

Part III: Notes on Strategic Directions

In specific terms, the Minister will in the short- to medium-term record measurable achievements in the following areas:

- Administration of high stakes examinations improved;
- Primary and Secondary Education Development;
- National policy on the Cultural and Creative Industries;
- African Union Charter for Cultural Renaissance;
- Improve Financial Management;
- Planning and Support Services: Management and coordination of ICT mainstreaming, and IT equipment;
- Performance Management Enhanced;
- Audit reports issued;
- EMIS Cycle implemented;
- Permanent Classrooms and ablution facilities constructed;
- Ablution Facilities Constructed;
- MoEAC Plans developed;
- Restructuring of Directorate of Arts (including COTA);
- College of the Arts transformed;
- Education infrastructure improved and expanded (HPP II);
- Wage Bill containment strategy implemented;
- Human Resource Management and Development (AA report produced);
- EMIS policy produced;
- NDP 5 Bi-Annual progress reports submitted;

- Basic Education Regulations finalized.

Part IV: Reporting lines and requirements:

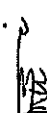
- I. The ED will be required to submit quarterly performance progress reports to the Minister;
- II. Minister will submit Quarterly Progress reports on performance of the ministry for submission to, and discussion with, H.E. the President, through the Rt. Hon. Prime Minister;
- III. The Minister undertakes to give feedback to the Deputy Minister and ED on the quarterly performance report;
- IV. The Minister further undertakes to provide leadership to ensure that annual performance report is prepared and submitted to the President a month after the end of the financial year;

Part V: Duration of the Performance Agreement:

This PA will run for 12 months coinciding with the *financial year* starting 1st April 2021 to 31st March 2022

Part VI: Ratification of the PA Signed:

Cabinet Minister, Hon. Ester Anna Nghipondoka, (MP)

Sign.....


Date: 24 June 2021

President, H.E. Dr. Hage G. Geingob

Sign.....


Date... 30-06-21

Witness

Right Hon. Prime Minister, Dr. Saara Kuugongelwa - Amadhila

Sign.....


Date... 29/06/2021

ANNEXURE A: PERFORMANCE MATRIX FOR MINISTERS:

OFFICE, MINISTRY OF AGENCY	MINISTRY OF EDUCATION, ARTS AND CULTURE
NAME OF OFFICE HOLDER	HON. ESTER ANNA NGHIPONDOKA (MP)
PERFORMANCE AGREEMENT PERIOD	1ST APRIL 2021 – 31ST MARCH 2022
FORM 1: Annual Minister's Performance Agreement Matrix (1st April - 31st March of every Financial Year)	

Strategic Objective	Weight (distributed across between 1% - 100%)	Expected Results	Indicator of Performance	Indicator Definition	Indicator Type	Baseline	Quarterly Targets				Annual Target
							Q1	Q2	Q3	Q4	
1. Improved core skills in numeracy and literacy in basic education	25%	1.1 Administration of high stakes examinations improved	% progress made in the administration of national examinations	Progress made in conducting and administering of National examinations	Incremental		60	80	95	100	100
		1.2 Primary and Secondary Education Development	# of regions monitored and supported	Curriculum implementation strengthened	Absolute		3	3	1	2	9
2. Promote arts and culture for sustainable development	20%	2.1 National policy on the Cultural and Creative Industries	% progress made on the finalization of the Arts, Culture and Heritage policy	Progress made on the finalization of the Arts, Culture and Heritage policy	Incremental	80	90	100			100
		2.2 African Union Charter for Cultural Renaissance	% progress made towards the ratification of the African Union (AU) Charter for Cultural Renaissance	Progress made towards the ratification of the African Union (AU) Charter for Cultural Renaissance	Incremental		50	60	75	100	100
3. Enhance Organisational Performance	25%	3.1 Improve Financial Management	% Progress towards the Development of an Expenditure Tracking Tool	Financial management system implemented	Incremental					100	100
			% Progress toward the development of School Grant Policy	School Grant Policy Developed	Incremental		40	60	80	100	100

Strategic Objective	Weight (distributed across between 1%-100%)	Expected Results	Indicator of Performance	Indicator Definition	Indicator Type	Baseline	Quarterly Targets				Annual Target	
							Q1	Q2	Q3	Q4		
		3.2 Planning and Support Services: Management and coordination of ICT mainstreaming, and IT equipment	# of users and educators trained on School Link Educational Information Management System (SEIMS)	ICT literacy skills improved	Absolute	139	42	30	30	30	132	
			# of staff members with signed Performance Agreements	Measures total # of staff members with Performance Agreements signed (Unified Staff)	Absolute		3049					3049
		3.3 Performance Management Enhanced	# of staff members with PAs reviewed quarterly	Total # of staff members with Performance Agreements reviewed quarterly	Absolute		3049	3049	3049	3049	3049	3049
			# of staff members appraised (end of year)	Total # of staff members who have conducted end of year appraisal	Absolute						3049	3049
			% of Annual Plan (AP) quarterly target achieved	Percentage execution of the Annual Plan per quarter	Absolute	79	80	80	80	80	80	80
		3.4 % of budget spent	% of budget executed per quarter	Incremental		25	50	75	100	100	100	
		3.5 Audit reports issued.	# of Audit Reports issued	Absolute	31	6	6	6	6	6	24	
3.6 EMIS Cycle implemented	% progress made in the implementation of EMIS cycle	Incremental		10	30	80	90	90	90			
3.7 Permanent Classrooms and ablution facilities constructed	# of Permanent Classrooms constructed	Absolute			20	25	30	30	75			

Strategic Objective	Weight (distributed across between 1% - 100%)	Expected Results	Indicator of Performance	Indicator Definition	Indicator Type	Baseline	Quarterly Targets				Annual Target
							Q1	Q2	Q3	Q4	
4. Ensure Effective Regulatory Framework and Compliance	30%	3.8 Ablution Facilities Constructed	# of ablution facilities constructed	The new ablution facilities constructed	Absolute		258	258	258	258	774
		3.9 MoEAC Plans developed	% progress made in the development of Ministerial annual plan	The draft Ministerial Annual Plan for 2022/23	Incremental				80	100	100
		3.10 Restructuring of Directorate of Arts (including COTA)	% progress made in the restructuring of the DOA	Directorate of Arts (DOA) structure revised	Incremental		10	40	80	100	100
		3.11 College of the Arts transformed	% progress on the transformation of COTA	Progress on the transformation of COTA to improve its efficiency and effectiveness	Incremental			45	55	60	60
		4.1 Education infrastructure improved and expanded (HPP II)	% of literacy promoters in pilot regions provided with e-learning and e-teaching devices	Literacy promoters in pilot regions provided with e-learning and e-teaching devices	Incremental				3000		3000
		4.2 Wage Bill containment strategy implemented	% Progress on the Ministerial Payroll Verification Report produced	The finalization of the Payroll Verification	Incremental			20	60	100	100
		4.3 Human Resource Management and Development (AA report produced)	# of monthly reports produced	Reports produced on Wage Bill Containment Strategy (target is 1 per quarter)	Absolute		1	1	1	4	7
		4.4 EMIS policy produced	# of Affirmative Action (AA) Report submitted	AA report to be submitted to EEC by 16 February 2022	Absolute		1			1	1
		4.5 NDP 5 Bi-Annual progress reports submitted	% progress in the development of EMIS policy	The completion of the production of EMIS Policy	Incremental		82	90	100		100
					# of reports submitted	Quarterly NDP progress report submitted to National Planning Commission (NPC)	Absolute		1	1	1

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Strategic Objective	Weight (distributed across between 1%-100%)	Expected Results	Indicator of Performance	Indicator Definition	Indicator Type	Baseline	Quarterly Targets				Annual Target
							Q1	Q2	Q3	Q4	
		4.6 Basic Education Regulations finalized	% progress made	The progress toward development of the Education Act Regulations Primary and Secondary Phases	Incremental	90		94	96	98	98
Total Weight	100%										