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. Hage G. Geingob, of Private Bag 13339, State House, Namibia (together with its assignees and successors) on the one part, and the Ministry of Industrialisation, Trade and SME Development (hereinafter referred to as MITSMED) represented by the Minister, Hon. Immanuel Ngatjizeko of Private Bag 13340, Windhoek, Namibia (together with its assignees and successors), 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;

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 sexual orientation, 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 resources needed to fulfil the Ministry’s statutory mandate and attain national strategic objectives, including but not limited to, those set out in Vision 2030, the Medium-Term Plan, the SWAPO Manifesto and the President’s election promises.

H.E. 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:
- Spearhead the policy framework for the programs, projects and interventions of the Ministry and all downstream implementing agencies.
- Drive the implementation of the Growth at Home Implementation Strategy for Industrialisation and other major reforms with which the Ministry is engaged.
- Ensure an appropriate institutional architecture within the Ministry to enable appropriate alignment to the key mandates of Industrialisation and enterprise development.
- Ensure an effective and responsive management of the interface between the Ministry and the business community, entrepreneurs, investors, SME and other clients of the Ministry.
- Ensure effective service delivery to all clients and execution of agreed plans and strategies.
- Forge links and synergies with all economic O/M/As and SOEs to ensure coordination in production, processing, value addition and trade.
- Ensure security of supply of raw materials to Namibian industries.
- Facilitating improvement in ease of doing business in Namibia.
- Review and strengthening the national SME policy and subsequently strengthening the national SME development interventions of the ministry and improving synergies and alignments with all other O/M/A interventions in support of SMEs to enhance the outcomes of SME support in Namibia as a whole.
- Establish the Business Intellectual Property Agency (BIPA), Namibia Industrial Development Agency (NIDA); a one-stop-shop for investors and a single window for exporters and importers as well as the Namibia Board of Trade to optimize regulatory and business processes in the furtherance of our policy and strategic objectives.
- Complete reform of existing legislation and known policy gaps in regulation to ensure that we have modern and effective policies and laws on investment, trade, business and intellectual property registration, competition, standards and metrology, estate agents and property developers.
- Develop an effective framework for consumer protection to ensure consumer welfare, which are an essential touchstone of national economic growth, poverty eradication and an objective of a well-functioning domestic market.
- Support the completion and implementation of a Retail Charter for Namibia to ensure fair market access for Namibian goods and services and broadening ownership and participation in the retail and distribution sectors.
- Restructure the ministry and balancing institutional arrangements to meet the growing demand for services and delivery of impacts especially regarding Industrialisation and SME development and as the result also setting up BIPA and NIDA.
- Initiate industrial development and the establishment and strengthening value chains and enhancing cooperation with neighbors as well as partners within Government and industry.
- Establish industrial and trade infrastructure throughout the country and where possible in neighboring countries.
- Provide where feasible and in an integrated manner aligned to key mandates, direct support to entrepreneurs, SMEs and larger businesses through a range of interventions including business planning, feasibility studies, equipment grants, export marketing assistance, training and mentoring;
- Protect and facilitate foreign investment, promoting investment and marketing Namibia;
- Promote the ‘Whole of Government Approach’ to the implementation of national development programs/projects;
Enter into a separate, performance-specific, target-oriented Agreement with the Permanent Secretary/Accounting Officer (PS/AO) and give political support and facilitation to the implementation of the PA by the PS/AO;

Take full responsibility for the overall performance and results of the ministry;

Oversee the development and implementation of citizens’ service charters in all key departments and outlets that interface with the public;

Ensure that public officers suspected of engaging in corrupt practices step aside to pave way for independent investigation.

Perform duties assigned by the President diligently and as per the oath taken when appointed to the Ministerial position by His Excellency, President Hage G. Geingob.

**Part III: Notes on Strategic Directions**

The Ministry’s plans and strategies will adequately reflect national development aspirations, and will be anchored on the following priorities:

- Poverty eradication
- Industrialisation
- Reduction of income disparities
- Economic growth
- Wealth and employment creation
- National Cohesion and Inclusivity

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

1. Facilitating improvement in ease of doing business
2. Establish an industrial development agency to drive key sector investments
3. Ensuring enactment of legislation to attract investment
4. Introducing business incubation and clusters to nurture growth of SMEs
5. Convening and inviting stakeholder dialogue on enabling business environment, especially industrial land and premises
6. Reviewing and strengthening MSME policy
7. Establishing one-stop-shop for investors
8. Opening a single window for exporters and importers
9. Reviewing and rationalizing investment and trade laws
10. Negotiating review/rationalization of utility tariffs.
11. Ensuring the initiation of rural and regional Industrialisation initiatives.
Part IV

Reporting lines and requirements:

i. Quarterly Progress reports on performance of the ministry will be prepared for submission to, and discussion with, H.E. the President, through the Rt. Hon. Prime Minister.

ii. The PS will be required to submit quarterly performance progress reports to the Minister.

iii. The Minister undertakes to give to the PS, feedback on the quarterly performance report within three weeks after the end of the quarter.

iv. The Minister further undertakes to provide leadership to ensure that annual performance report is prepared and submitted to the independent external evaluators within a month after the end of the year.

v. H.E. the President commits to personally preside over the public release of ranked performance evaluation results of Ministries within two (2) months after the end of the financial year.

Part V

Duration of the Performance Agreement

This PA will run for the twelve months coinciding with the financial year i.e. 1st April 2016 to the 31st March 2017
### Part VI

**Ratification of the PC**

<table>
<thead>
<tr>
<th>OFFICE, MINISTRY OF AGENCY</th>
<th>MINISTRY OF INDUSTRIALISATION, TRADE AND SME DEVELOPMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>NAME OF OFFICE HOLDER</td>
<td>HONOURABLE Immanuel Ngatjizeko</td>
</tr>
<tr>
<td>PERFORMANCE AGREEMENT PERIOD</td>
<td>1ST APRIL 2016 – 31ST MARCH 2017</td>
</tr>
</tbody>
</table>

#### FORM 1: Minister's Annual Performance Agreement Matrix (1st April - 31st March of every Financial Year)

<table>
<thead>
<tr>
<th>Objective/Ministerial Commitment</th>
<th>Weight (distributed across between 1% - 100%)</th>
<th>Expected Result</th>
<th>Indicator of Performance</th>
<th>Indicator Definition</th>
<th>Indicator Type</th>
<th>Baseline</th>
<th>Quarterly Targets</th>
<th>Annual Target</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>(MTEF: Promote Manufacturing and Entrepreneurship Development - DID)</strong> (NDP4 - Do 8. Manufacturing)</td>
<td>39%</td>
<td>Initiation of key Growth at Home projects: Ongwediva Garment Factory and Keetmanshoop Furniture Factory and Pharmaceutical Plant</td>
<td>% execution rate</td>
<td>HPP: Garment factory in Ongwediva construction in progress (75%)</td>
<td>Incremental</td>
<td>0</td>
<td>5</td>
<td>20</td>
</tr>
<tr>
<td></td>
<td></td>
<td>First production of pharmaceuticals for the local market will be available by the end of 2018 (year two of Harambee)</td>
<td>% progress made towards first production of pharmaceuticals</td>
<td>% of the activities to upgrade of business plan (25%), acquire (50%) and service the land for the planned pharmaceutical company finalised (75%).</td>
<td>Incremental</td>
<td>0</td>
<td>25</td>
<td>50</td>
</tr>
<tr>
<td>(MTEF: Promote and diversify market opportunities for Namibian Products for increased domestic and foreign direct investment to achieve sustainable economic growth and employment - NIC)</td>
<td>SME Supported with equipment</td>
<td>Number of beneficiaries</td>
<td>180 SME beneficiaries under the Equipment Aid Scheme approved</td>
<td>Absolute</td>
<td>278</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td>Employment created in the industrial development sector.</td>
<td>Number of new jobs (1000 new jobs)</td>
<td>Employment created through the facilitation of the following projects: Kavango Cattle Ranch and Northern Tannery.</td>
<td>Absolute</td>
<td>0</td>
<td>0</td>
<td>250</td>
<td>350</td>
<td>400</td>
</tr>
<tr>
<td>Export markets for Namibian products developed (Japanese Markets-Charcoal and USA-Beef)</td>
<td>% work done on the market development for exports</td>
<td>New Japanese market for Namibian charcoal developed. (100%)</td>
<td>Incremental</td>
<td>80</td>
<td>90</td>
<td>90</td>
<td>95</td>
<td>100</td>
</tr>
<tr>
<td>Single Window System in place</td>
<td>% of progress made in establishing the System</td>
<td>Undertake feasibility study that will inform the appropriate model of the system (70%)</td>
<td>Incremental</td>
<td>50</td>
<td>55</td>
<td>60</td>
<td>65</td>
<td>70</td>
</tr>
<tr>
<td>One Stop Shop established to improve in Ease of Doing Business</td>
<td>% of progress made in establishing the One Stop Shop</td>
<td>Implementation of key phases such as e-service portal, training and capacity building.</td>
<td>Incremental</td>
<td>50</td>
<td>60</td>
<td>70</td>
<td>80</td>
<td>100</td>
</tr>
<tr>
<td>Investment Law promulgated</td>
<td>% of work done towards promulgation of investment law</td>
<td>Review and verify Ministry of Justice’s comments. Facilitate the AG’s certification and Minister’s tabling</td>
<td>Incremental</td>
<td>90%</td>
<td>90</td>
<td>100</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HHP: Create and ensure a Regulatory Framework / Enabling Policy Environment (MTEF: Ensure efficient business and IP Registration and a competitive domestic market - DC)</td>
<td>25%</td>
<td>NIDA Act promulgated</td>
<td>% of Progress made on promulgation</td>
<td>Facilitate the AG’s certification and Minister's tabling before Parliament (100%)</td>
<td>Incremental</td>
<td>70</td>
<td>70</td>
<td>80</td>
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<tr>
<td>BIPA Act promulgated</td>
<td>% of work done towards promulgation of BIPA law</td>
<td>Review and verify Ministry of Justice’s comments. Facilitate the AG’s certification and Minister's tabling before Parliament (100%)</td>
<td>Incremental</td>
<td>80</td>
<td>90</td>
<td>95</td>
<td>100</td>
<td>100</td>
</tr>
<tr>
<td>Amendment of Credit Agreement Act</td>
<td>% of work done towards promulgation of Credit Agreement law</td>
<td>Facilitate Gazetting of the Act</td>
<td>Incremental</td>
<td>85</td>
<td>90</td>
<td>95</td>
<td>100</td>
<td>100</td>
</tr>
<tr>
<td>Liquor Act amended (Commerce)</td>
<td>% of work done towards promulgation of Liquor Act</td>
<td>Facilitate the AG’s certification and Minister's tabling before Parliament (100%)</td>
<td>Incremental</td>
<td>85</td>
<td>90</td>
<td>95</td>
<td>100</td>
<td>100</td>
</tr>
</tbody>
</table>
| HPP: Effective governance and improved service delivery  
(MTEF: Ensure an enabling environment and high performance culture)  
(NDP4 - Do 1. Provide Institutional Environment) | 5% | Review and update Customer Service Charter (CSC)  
• Client better informed about service delivery processes;  
• Improved access to service;  
• Growing "customer satisfaction";  
The Ministry’s and, by implication, the Government’s, rising public esteem. | % Progress | Customer service charters in place but must be revised | Incremental | 20 | 40 | 60 | 80 | 100 |

| Total Weight | 100% |

**Weight (W)**

- The weight is in a linear scale of 1% - 100%, distributed across all objectives.  
- The core function objectives will constitute 70% and the cross cutting objectives 30%.  
- The percentage is derived through a thorough assessment of the level of importance of the Objectives/ minister's commitments against National Development priorities (HPP, NDP, and MTEF) and Ministry's Strategic & Annual Plans.  
- ASSIGN TO ALL OBJECTIVES