

At the Helm: Management of the ANC CAUCUS SUPPORT SERVICES



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The Office of the Head of Caucus Support Services coordinates the development and implementation of administrative policies, monitoring and evaluation framework, as well as coordination of resource allocation across Caucus support services. It further develops management plans and coordinates the work of Caucus management team.



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Political Unit

The Political Unit provides effective political and strategic support to the Office of the Chief Whip in the implementation of the coordination of the ANC parliamentary strategic plan. It also, among others, assist the Chief Whip in the provision of strategic political leadership to the ANC MPs and significantly contributes towards strengthening the organisation' hegemony in Parliament.



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Constituency Unit

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The Constituency unit strives for the best management of the ANC constituency work in line with the organisation's objectives. Its mission is to develop and manage the policy implementation, operational guidelines and directions for ANC MPs and their support staff in the performance of their constituency work. "This will advance the course of taking Parliament to the people in a more practical way to realise the objectives of active public participation of our Constitutional democracy," says unit manager, Andries Stemela.



Finance Unit

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The Finance unit is responsible for the management of funding allocated to the Caucus by Parliament. Its targeted critical areas for financial investment include party leadership support, administrative support as well as constituency support. The unit maintains sound accounting policies and principles in terms of Generally Accepted Accounting Practices [GAAP] and Public Finance Management Act [PFMA]. The finance unit, says its manager, forms an integral part of the ANC's operations.



Drafting Unit

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The Drafting is a new unit within the Political Advisory Services. It is responsible for the drafting, editing and production of ANC Caucus Members' statements and motions that are presented in the National Assembly.



Cluster Support Unit

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The Cluster Support unit coordinates and provides efficient administrative support to political clusters of the ANC in Parliament. It, among other things, collate and process reports for study groups and portfolio committees for the purpose of raising relevant issues for discussion and auctioning as cluster level.

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Research Unit

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The unit provides quality political research support to the ANC MPs. It interprets research into an information tool usable as a political weapon within parliamentary process and in constituency work. "We strive to ensure that our MPs are well developed and equipped with tools of analysis as derived from ANC policy on any subject and to translate this into the legislative making process and into oversight responsibilities," says unit Manager.



Human Resources Management Unit

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The Human Resources and Management Unit aims to attract, develop and retain valuable people with the requisite skills with a vision to making the ANC the employer of choice. It maintains good HR policies and processes with the organisation's needs and goals while ensuring a fair and lawful management of all Caucus employees.



Media & Communications Unit

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The critical responsibilities of the Media and Communications unit are divided into both internal and external communication functions. The functions encompass maintenance of organisational publicity, publications production, media liaison, photography, general media support as well as the enhancement of Caucus communications mechanisms and systems.



Special Projects Unit

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The unit is responsible for the management of special projects within the office of the Chief Whip. Some of its major responsibilities involve event management, public relations and transportation. The interests and matters relating to the Caucus' disabled Members and veterans are also catered by this unit. 

