

**MINUTES OF THE NAMIBIAN FOUNDATION FOR THE CONSERVATION OF SEABIRDS (NAMCOB)  
FOUNDERS MEETING HELD VIA MICROSOFT TEAMS, WINDHOEK, ON MONDAY 24<sup>TH</sup> OCTOBER  
2022.**

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**PRESENT:** Ms N Ndopu  
Ms N Stander  
Ms J Kemper  
Dr C Brown  
Mr A Middleton  
Mr J Phillips

**IN ATTENDANCE:** Ms H Mouton  
Ms S Matjila  
Ms C Mutorwa

**APOLOGIES:** None

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**1. OPENING AND WELCOME**

In the absence of a Chairperson to preside over the meeting, Nicky opened and welcomed all to the first Founders meeting.

**2. Status of constitution and director appointments**

Chris reported that the constitution has been signed by Debmarine–Namdeb Foundation, Namibia Chamber of Environment and Namibia Nature Foundation, will keep it until Jessica will be in Windhoek the week of the 4<sup>th</sup> November 2002, then from there it'll go off to the US for Jess to sign and then from there to SANCCOB and then back to Namibia. There are 3 originals, for when the bank wants an original when they open the bank account, so we'll have a couple of original copies.

Nicky raised a question that once it's done the rounds, everyone signed then can we can go ahead and make the director appointments? Chris commented that the appointments can be made now, the moment the last signatories are on there it is a legal document under the Namibian common law and we can open bank accounts, operate and enter into contracts.

**3. Human capacity: Appointment of an Operations Manager**

Nicky requested the audience if they have any comments on the job description circulated by Chris? It's called an operations manager but to be determined.

Chris explained that the position be an interim director and based on funding and performance going forward the position confirmed as a director, to which there was no disagreement from the members. An advert will be placed in the newspaper with the job description once everyone's happy and will be loaded onto the NCE website for people to download and apply, all applications can be collected by the office manager and scanned to everyone after the closing date.

#### 4. Funding

##### a) Update: AZA SAFE funds for a seabird ranger

Jess reported that he received a \$30 000 grant to be able to fund a seabird ranger for one year based on Halifax. The goal is for that person to be employed by NAMCOB and overseen by the interim director, funding has to be spent within two years. The grant also includes starting up the transponder pit tag project and training at SANCCOB. Approval from MFMR is needed before the position can be advertised and appointment made. Jessica comments that Kolette is trying to pass the concept on to head office for the vessel donation and the ranger but haven't received feedback. The interim director can work with MFMR for the appointment of a ranger for Halifax to get it right through the respective channels.

Members discussed the vessel donation that will be extremely difficult to receive from the ministry. Angus suggested a different approach to the vessel for it to be repaired and maintained while in the Ministry's ownership.

Nora request the motivation for the ranger to be shared amongst the group. However, there is no motivation, but Jess is having something that he used to obtain funding from SAFE, he or Nicky will share that with the group.

##### b) Update: Blue Action Fund

Angus reported that they received the initial round of feedback from the BAF reviewers which was generally in order, they wanted the log frame tightened up to get more specific with the objectives. NAMCOB is only one part of the big proposal. The bigger part will look at supporting MFMR with their NIMPA functions, MPA expansion and Kunene Tigris and Cape Free as to future potential MPA's. BAF has a big livelihood component and that is foreseen within NAMCOB, to support salaries of two staff positions, one for the Director and a seabird rehabilitator, six seabird rangers and then operational expenditure. Total package over five years with about €5million, but can only get between 3 and 3.3million from BAF, will have to bring in some co-funding. Because NAMCOB is not yet set-up with its own systems, everything will have to be channeled through NNF, funding, bank accounts and contracts for the employees. NNF will help NAMCOB to set-up their own management systems within the life of the project.

Jess wasn't sure where to send the funds for the transponder, pit tag and ranger. Angus advised Jess to keep the funding until the start of next year, BAF approvals should get through in December and then start January with expenditure.

Chris asked the group whether there is a job description in place for a seabird ranger, but Nicky does have one for SANCCOB which can be used and tweaked if there's extra responsibilities. The idea was to advertise 2 positions, one for the director and one for the seabird ranger but then stagger their start dates. With the BAF money, there will be 6 seabird rangers, but the Ministry to advise how many to recruit. In the first quarter of the year advertise for a rehab person and general assistant, but for now focus on getting the director appointed.

Chris advised that the seabird rangers be registered as honorary fisheries inspectors, and also get the community fish guards as honorary inspectors, however they are worried about future liabilities and obligations, but these need to be explained that the Ministry has not obligations with respect to these seabird rangers.

Nora is concerned about the budget implications for the rangers, their gradings and also what we need to provide for in terms of benefits, its best to wait for the interim director to collaborate with the Ministry.

b) **Feedback from Shell**

Nicky reported that she had promising discussions, specifically for NAMCOB and they are very interested in funding the project obviously because of the discoveries they've made. The question is how do we do that, and also invite other industry members. Nora responded that the DNF and Talent had a virtual meeting with Shell, they are willing to wait for NAMCOB to be registered before they could become a member, they are waiting for a write up from the DNF that they want to present to their Board. However, in terms of what kind of membership is what the Founding members need to agree upon, will they come in as sponsors or funders or founding members? Chris advised that we need to separate institutional engagements as part of the organization of NAMCOB and funders and donors to NAMCOB, so Shell would be a sponsor member. Nora suggested the appointment of the interim director be fast tracked to start working on the documentation of separating the types of donors and the status we give to the donors.

**5. Website development**

Chris suggested that it will be good to now already start developing a website for NAMCOB to post the job descriptions, information and background, Constitution applications for membership, sponsors details, email address etc. Chris will obtain someone to prepare something to be circulated offline for comments and once everyone is comfortable it can go online. NCE will cover the costs for the set-up of the website, so when the director comes that is already in place.

Jess enquired on thoughts around PR press releases as far as the formation of NAMCOB is concerned. Chris stated that we need to have a gala dinner in Walvis Bay and Lüderitz and get the fishing industry and Ministries involved and do a couple of presentations, but all this need to wait until the director is in place.

**6. Burenkamp: Scope of works**

Nicky reported that with her visit to Namibia a few months ago, Jan offered to fund an architect that can provide a proper drawing and cost it for us to know what we are working with. However, Debmarine Namibia Supply Chain management system is a lengthy process and maybe a workshop is needed to discuss what the facility must accommodate. Hendrina further elaborated, that the DNF had a meeting with Supply Chain management, after discussions with them and Jan unfortunately there is not an easier way to do this, if Jan is to pay the invoice it will have to go through the supply chain procedures and this can take 3 to 6months. There were thoughts of getting it

done through NAMCOB but it would come to the same. Angus suggested we stick to the process of finding an architect and in the meantime, call a meeting to discuss a few issues, first the Burenkamp site is smaller than was envisaged as its more of a residential area, strategic relationship with COSDEC would make sense for the livelihood component of the BAF proposal to utilize the facilities of COSDEC. It would make sense to have the rehab facility closer to the port and the offices at Burenkamp with some of the research facilities. DNF have an infrastructure project where DBMN followed a closed tender approach and the cheapest quote were accepted. There is not budget for an architect, hence the request for Jan to pay the invoice.

**7. Needs analysis for island accommodation / stabilisation facility & camera surveillance**

Nicky reported some disturbance or something happened that caused a reduction in numbers of penguins on Halifax island as was seen on the whatsapp group. Jessica reported that the situation on Halifax is still the same, might be a seal causing havoc and predation. A team went out with Desmond to look at where to put up camera traps at Mercury, in the meantime Riaan the top shooter retired. Nicky reported that they were working on a figure of 4000 breeding pairs of African penguins (total in Namibia) but it's probably a lot less now, with influenza in South Africa that could also be present in Namibia. It would be useful to have some surveillance systems on the islands but then the question is who monitors it and intervene if necessary.

Jan arranged a team of experts that had a look at high tech camera surveillance system installed, for Mercury and Possession islands. A full report was sent to Nicky with the aim of concentrating on Mercury for now and just repair the infrastructure because Riaan had reported that the infrastructure is very difficult to live on with the solar panels being damaged and jetty collapsing, repairs would be around 2million realized more planning is needed in this regard.

Angus mentioned the importance of an MOU between NAMCOB and the Ministry, before anything can be done as we don't have the mandate to go to the islands and do anything without the Ministry. A different response is needed, to get onto the islands with the Ministry staff to actually assess the situation and analyzing accommodation and looking at surveillance cameras should be the focus while we try and get a plan going forward for the monitoring and surveillance.

Jessica reported only 32 active nests on Mercury. Nicky mentioned David going down to Namibia so he may be able to provide some answers if the boat is working because he is relying on the research vessel.

**8. Date of next meeting**

Angus suggested we keep the momentum going by having monthly meetings, if he is not available either Samantha or Carolin will stand in for him or both.  
Monday, 21 November 2022, 14h30, virtual

**9. Close of meeting**

There being no other business, the meeting was closed.