
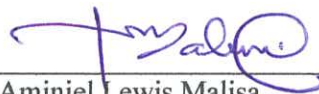




**MINUTES**  
**OF**  
**THE FIRST JOINT BORDER COORDINATION COMMITTEE MEETING**  
**FOR**  
**OPERATIONALIZATION OF THE NAMANGA OSBP**  
**UNDER**  
**THE PROJECT FOR CAPACITY DEVELOPMENT FOR INTERNATIONAL TRADE**  
**FACILITATION IN THE EASTERN AFRICAN REGION**

25 August 2015  
Namanga, Kenya

  
Mr. Dishon Munga Njuguna  
Kenya Revenue Authority  
Republic of Kenya

  
Mr. Aminiel Lewis Malisa  
Tanzania Revenue Authority  
United Republic of Tanzania

## **I. Background**

1. Responding to requests from the governments of the Partner States of the East African Community (EAC), in December 2013 the Japan International Cooperation Agency (JICA) exchanged signatures on records of discussions (with each participating country) for the Project on Capacity Development for International Trade Facilitation in the Eastern African Region (JICA Trade Facilitation Project), covering Phase 3 components of the preceding Project on Capacity Building for the Customs Administrations of the Eastern African Region (Phases 1 and 2), including a technical cooperation project component for operationalization of the Namanga and Rusumo One-Stop Border Posts (OSBPs). The first phase of this technical cooperation component for OSBP operationalization was conducted from April 2014 to March 2015, while the second phase commenced in June 2015 and is scheduled to continue to August 2017.

2. Among other activities, during the first phase of the OSBP project component, three joint technical committee (JTC) meetings and cross-border meetings were held for the operationalization of the Namanga OSBP (in July, September, and December 2014) and three sets of training were conducted at Namanga (in January, February, and March of 2015). A major achievement during the first phase was agreement between Kenya and Tanzania on an operational procedures manual for OSBPs between the two Partner States. These meeting minutes are for the first joint border coordination committee (JBCC) meeting (“the meeting”; held in Namanga, Kenya) for the operationalization of the Namanga OSBP. The establishment of the JBCC was called for in Part C of the Kenya-Tanzania OSBP Operational Manual. It was preceded by the fourth JTC meeting for operationalization of the Namanga OSBP, held in Arusha (Ngurdoto) on 24 August 2015.

3. **Annex 1** presents the meeting program, while **Annex 2** provides a list of meeting participants.

## **II. Opening**

4. Eng. Abdillah M. Mataka, Assistant Director (Economic Infrastructure), Ministry of East African Cooperation, the United Republic of Tanzania (Tanzania), opened the meeting. He noted that the JBCC is to be established according to Part C of the OSBP procedures manual between the two countries. This meeting will take note of the terms of reference of the JBCC approved by the 4<sup>th</sup> JTC meeting the day before and adopt its work plan. He wished the meeting fruitful deliberations.

5. Mr. James Kivuva, Senior Assistant Director, Ministry of East African Affairs, Commerce and Tourism, Kenya, welcomed the Tanzanian delegation to Kenya. He mentioned that the fourth JTC meeting developed the JBCC’s terms of reference. He observed that Namanga is the main border between the two countries and the OSBP is coming at the right time with recent road improvements.

6. Mr. Bruce Winston, Team Leader, JICA OSBP Expert Team, reviewed the achievements of the 4<sup>th</sup> JTC meeting held on 24 August 2015, including finalization of the terms of reference for the JBCC and preparation of a draft work plan for the JBCC. The 4<sup>th</sup> JTC meeting will take note of the terms of reference and then refine, agree, and work to implement the work plan.

7. The bureau was then constituted. The respective border managers – Mr. Dishon M. Njuguna, Namanga Station Manager, Kenya Revenue Authority, KRA, and Mr. Aminiel L. Malisa, Namanga Station Manager, Tanzania Revenue Authority, TRA – assumed duties as

meeting chair and co-chair, respectively. Mr. Wakhungu Juma, Senior Assistant Director, SDEAA Kenya, served as the moderator of the meeting.

### **III. Establishment of the Joint Border Coordination Committee**

8. The meeting officially launched the JBCC.

9. Agencies represented from Kenya included the Kenya Revenue Authority, Department of Immigration Services, State Department of East African Affairs, Ministry of Agriculture, Kenya Plant Health Inspectorate Service, Department of Veterinary Services, State Department of Fisheries, Kenya Bureau of Standards, Ministry of Health (Port Health Services), Kenya Police Services, National Biosafety Authority, Kenya Forest Service, Kenya Wildlife Services, Kenya Trade Network Agency, the National Intelligence Service, Ministry of Agriculture Livestock & Fisheries State Department of Livestock. Kajiado County Government was also represented.

10. Agencies represented from Tanzania included the Tanzania Revenue Authority, Tanzania Immigration Services Department, Tanzania Police Force, Tanzania Food and Drugs Authority, Tanzania Bureau of Standards, Tanzania Forest Services Agency, Ministry of Livestock and Fisheries Development (Fisheries), Ministry of Agriculture Food Security and Cooperatives, Department of Port Health, Tanzania Atomic Energy Commission, Government Chemist Laboratory Agency, and Tanzania Intelligence and Security Service.

### **IV. Terms of Reference for the Namanga Joint Border Coordination Committee**

11. The JICA OSBP Team summarized the terms of reference of the JBCC as agreed on 24 August 2015 by the 4<sup>th</sup> JTC meeting for operationalization of the Namanga OSBP. Discussion and clarification of various articles followed including: (i) the role of the Joint Commission, established by Article 10 of the Bilateral Agreement between the Government of the Republic of Kenya and Government of the United Republic of Tanzania Concerning the Establishment and Implementation of One Stop Border Posts, 1 September 2014<sup>1</sup>; (ii) the importance of the third responsibility listed in Article 3, to ensure effective coordination and complementarity in offering quality services; (iii) regarding Article 7.2 on the chairmanship of meetings, clarification that it is the lead agency that is responsible; (iv) clarification that the word “party” in Article 8.3 may be read as “Partner State”; (v) clarification that the secretariat will send out invitations for JBCC meetings; and (vi) regarding Article 11.1, discussion about the mechanism/modality for Partner State border agencies to cover the cost of operating the JBCC and its subcommittees.

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<sup>1</sup> The JTC is expected to function during the construction and initial operationalization phases of the OSBP.

## **V. Work Plan for the Namanga Joint Border Coordination Committee**

12. The JICA OSBP Team presented the draft work plan resulting from the 4<sup>th</sup> JTC meeting, which was discussed by the JBCC and revised. The importance of procedures for the cross-border movement of border community residents (item 4) and aligning operating hours (item 17) were noted. Two new items – on maintenance and management of the OSBP property (item 18) and monitoring and evaluation of the performance of the OSBP (item 19) – were added. The JBCC agreed on its work plan as presented in **Annex 3**. The work plan will be updated from time to time as necessary.

13. The meeting tentatively agreed to hold its 2<sup>nd</sup> meeting on 23 September 2015 to continue work on the operationalization of the Namanga OSBP. It is envisaged that the JICA OSBP Team would dispatch one member to support the meeting.

## **VI. Summary of Recommendations of the Meeting**

14. The meeting:

- (i) noted the terms of reference for the JBCC, as agreed by the JTC;
- (ii) adopted its work plan for operationalization of the Namanga OSBP, which will be updated from time to time;
- (iii) requested JICA's continuing contribution in providing technical and financial support for the operationalization of the Namanga OSBP; and
- (iv) agreed to hold the 2<sup>nd</sup> JBCC meeting on 23 September 2015 to continue work on the operationalization of the Namanga OSBP.

## **VIII. Closing Remarks**

15. Mr. Winston, JICA OSBP Team, thanked the JBCC for the opportunity of witnessing and supporting its establishment. He expressed optimism and confidence that the JBCC will successfully achieve its objective of operationalizing the Namanga OSBP.

16. Mr. Dishon M. Njuguna, Namanga Station Manager, KRA, thanked JICA for its continued support for operationalization of the OSBP. He stated that he is looking forward to working with the various members of the JBCC from both Partner States. For the first time since 1977, the two Partner States' border agencies will work together in one station.

17. Mr. Aminiel L. Malisa, Namanga Station Manager, TRA, thanked the JICA OSBP Team, which has been provided valuable support over the last year. He stressed the importance of the Namanga border, not only between Kenya and Tanzania, but in all of East Africa, and also for all of Africa, as it located on the Cape Town-Cairo Highway. He observed that ensuring the coordination and complementarity of OSBP services will be a challenge. He added that the balance between facilitation and control is important. He concluded by stating that the meeting has been fruitful in that it has provided a clear map of where the Partner States have come from and where the Partner States are going. Specifically, it has identified the important issues that need to be addressed.



**MINUTES**  
**OF**  
**THE SECOND JOINT BORDER COORDINATION COMMITTEE MEETING**  
**FOR**  
**OPERATIONALIZATION OF THE NAMANGA OSBP**  
**UNDER**  
**THE PROJECT FOR CAPACITY DEVELOPMENT FOR INTERNATIONAL TRADE**  
**FACILITATION IN THE EASTERN AFRICAN REGION**

**23 September 2015**  
**Namanga, Tanzania**

**Mr. Amini Lewis Malisa**  
**Station Manager**  
**Tanzania Revenue Authority**  
**United Republic of Tanzania**

**Mr. Dishon Munga Njuguna**  
**Station Manager**  
**Kenya Revenue Authority**  
**Republic of Kenya**

## I. Background

1. Responding to requests from the governments of the Partner States of the East African Community (EAC), in December 2013 the Japan International Cooperation Agency (JICA) exchanged signatures on records of discussions (with each participating country) for the Project on Capacity Development for International Trade Facilitation in the Eastern African Region (JICA Trade Facilitation Project), covering Phase 3 components of the preceding Project on Capacity Building for the Customs Administrations of the Eastern African Region (Phases 1 and 2), including a technical cooperation project component for operationalization of the Namanga and Rusumo One-Stop Border Posts (OSBPs). The first phase of this technical cooperation component for OSBP operationalization was conducted from April 2014 to March 2015, while the second phase commenced in June 2015 and is scheduled to continue to August 2017.

2. Among other activities, during the first phase of the OSBP project component, three joint technical committee (JTC) meetings and cross-border meetings were held for the operationalization of the Namanga OSBP (in July, September, and December 2014) and three sets of training was conducted at Namanga (in January, February, and March of 2015). A major achievement during the first phase was agreement between Kenya and Tanzania on an operational procedures manual for the Namanga OSBP. These meeting minutes are for the second joint border coordination committee (JBCC) meeting (“the meeting”) for the operationalization of the Namanga OSBP, the establishment of which was called for by Part C of the Kenya-Tanzania OSBP Operational Manual. It was preceded by the 1st Namanga JBCC that was held on 25 August 2015,

3. **Annex 1** presents the meeting’s program whilst **Annex 2** to these minutes provides a list of meeting participants.

## II. Opening

4. Mr. Aminiel Lewis Malisa, Station Manager Tanzania Revenue Authority (TRA) welcomed the participants. He informed the meeting participants that the meeting was held to take note of the progress of the work plan and to align the current procedures for clearance of border communities with the Kenya-Tanzania Operational Manual. He noted that this meeting marked the beginning of the process of streamlining procedures at the borders and it would be an ongoing process till full operationalisation of the Namanga OSBP. He wished the participants fruitful discussions.

5. Mr. Dishon Njuguna, Station Manager Kenya Revenue Authority (KRA) reiterated the importance of Item 4 in the Namanga work plan; *streamlining the current procedures for the border community to ensure they complied with the Namanga OSBP Operational Manual*. He noted that the Kenya customs department didn’t have written procedures for clearance of movement of border communities and their goods. He urged the participants to brain storm and develop procedures that would facilitate the operationalisation of the OSBP. He stressed the importance of taking cognisance of the security and safety of the communities while ensuring efficient performance of the agencies respective mandates. He noted that sensitization of the border communities had lagged behind due to lack of finances and that in reviewing the work plan there is need to start thinking of where to source finances to facilitate some of the activities. He stressed the importance of the two Partner States having equal representation on the JBCC and gave details of the composition of the Kenyan side. He encouraged the participants whose agencies had documented procedures to present them for discussion and informed the meeting that their recommendations would be presented to the Joint Technical Committee (JTC).



6. The bureau was constituted with Mr. Malisa (TRA) and Mr. Njuguna (KRA) as Chair and co-Chair respectively and the participants introduced themselves.

7. Ms. Penina Simba (OSBP Management) JICA OSBP Experts Team, gave a brief background of the meeting. She summarized the proceedings of the 1<sup>st</sup> JBCC and highlighted the objective of the meeting, which was to update the agreed work plan and streamline the current procedures of clearing movement of the border community and their goods with the Kenya –Tanzania OSBP Operational Manual.

8. Mr. Juma Wakhungu Senior Assistant Director State Department of East African Affairs , Kenya ( SDEAA) thanked participants for recognising the importance of streamlining the procedures for facilitating the movement of border communities, which was evident in the numbers that had come to attend the meeting. He reiterated that the meeting was not a training session but a brainstorming session, aimed at reviewing the current procedures used to facilitate the movement of border communities by respective agencies to ensure they complied with the principles of operating an OSBP. He highlighted the importance of the meeting minutes in providing institutional memory of the preparations for the operationalisation of the Namanga OSBP. In reviewing the current procedures, Mr Wakhungu urged the meeting to take cognisance of the following ; (i) The principles of operating an OSBP; (ii) The mandate and interests of border agencies;(iii) The freedoms enshrined in EAC Common Market Protocol ;(iv) The EAC Single Customs Territory; (v) The interests of the border communities recognising their importance and the need to cooperate with them ; (vi) The nature of the Namanga border where the demarcation between Kenya and Tanzania sides is almost non-existent (vii) The Namanga , Taveta, Sirari agreements between Kenya and Tanzania aimed at facilitating cross border movement and trade and peaceful coexistence with border communities. Mr Wakhungu underscored the importance of developing a live working document specifying procedures for facilitating border community's movement across borders.

### III. Presentation of progress on Work plan

9. Mr. Njuguna informed the meeting that not much has been done from August to date. In August 87% of the construction had been completed and to date it should be at 90%. He noted that this should not deter the JBCC from progressing with the activities in the work plan. He informed the meeting that an office composed of five officials of the JBCC had been established on the Kenya side to work as their Secretariat. In line with Item 18 of the work plan; *Manage and maintain the OSBP facilities*, KRA has posted a facility manager who has already reported. The role of the manager is to monitor the construction of the building and the roads. Under the guidance of the station manager the facility manager will also prepare budgets, allocate office space, etc. in preparation for the operationalisation of the OSBP. Item 8 of the work plan; *Erect bilingual Kiswahili-English signage to guide OSBP users*, is being addressed by KENHA and KRA.

10. Mr. Malisa stressed the need to establish a Secretariat for the JBCC on the Tanzanian side to ensure that meetings are conducted in an organised manner with a dedicated custodian of minutes and institutional memory. The TOR's for the Secretariat were clearly provided for in the bilateral agreement between Kenya and Tanzania on the establishment of OSBPs. He informed the meeting that water supply on the Tanzanian side was yet to be completed and he was hopeful that the EAC Secretariat would provide furniture before December as per the timelines in the work plan.



#### **IV. Presentation of current cross border procedures for border communities (Immigration, Customs, Agriculture, and Police)**

11. Mr Malisa presented “Current Cross Border procedures for Namanga Local Communities” ”The full presentation is attached as **Annex 3**.

12. The Chair requested the different agencies to present the current procedures they use to facilitate movement of border communities. Representatives from Immigration, Police, Agriculture from Kenya and Tanzania made brief presentations

13. In the ensuing discussion the participants highlighted the following issues:

- (i) The importance of involving border communities in the development of procedures aimed at facilitating their movement.
- (ii) The need to reflect the balance between facilitation and control in the procedures
- (iii) The need to remove structures in no-man’s land that provided hide outs for criminals ‘
- (iv) Given the porous nature of the borders it was imperative to strengthen the cooperation and collaboration between security agencies in the context of the OSBP
- (v) Awareness creation among the border communities should be a priority to ensure that they understand the concept of an OSBP and appreciate its benefits

#### **V. Comments from the Private Sector.**

14. A representative from the border community stressed the importance of involving them in the processes leading to the operationalisation of the OSBP. He assured the meeting that they were willing to cooperate in ensuring that “panya” routes are reduced and eventually eliminated.

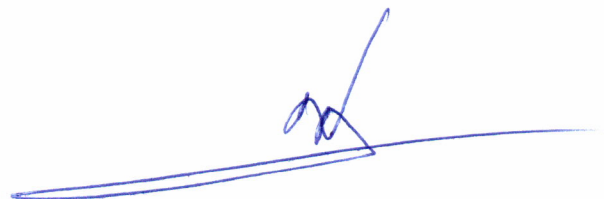
15. The Cross Border Traders Association representative informed the meeting that they have been sensitising their members to ensure they are aware of the clearance and movement procedures

#### **VI. Summary of Recommendations of the Meeting**

16. The meeting agreed to

- (i) Appoint a team to draft procedures consisting of representatives from Immigration, Revenue Authorities, Security Agencies, (Police and State Security) Livestock, Port Health from both countries .The team will meet on Tuesday 29<sup>th</sup> September 2015.The meeting will be convened by Mr Dishon Njuguna ( KRA) and chaired by Immigration
- (ii) Review the draft procedures in the next JBCC in October.
- (iii) Consult stakeholders on the draft procedures(Local administration, border communities, CBT Associations, Clearing agents, Transporters )
- (iv) Review the draft procedures (JBCC ) and forward to the JTC for consideration and adoption

17. The wok plan was revised to reflect the new activities and is attached as **Annex 4**





## VII. Closing Remarks

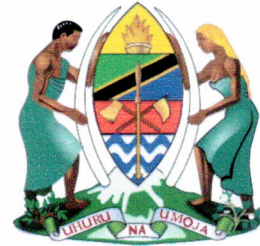
18. Mr. Festus Selele (Immigration-Tanzania) on behalf of the Tanzanian delegation thanked the participants, the organising team and appreciated the progress made towards agreeing on the way forward for streamlining the procedures for the border communities,. He underscored the importance of streamlined procedures and involvement of border communities in the effective implementation of operationalising the OSBP.

19. Mr. Peter Njuguna (Police-Kenya) expressed appreciation of the services provided by the Tanzania Immigration official, Mr Selele, who is a very experienced officer and urged the JBCC to utilise his vast knowledge and experience. He appreciated the cooperation between the two Partner State border agencies and urged them to continue in the same spirit

20. Ms Yoko Konishi (JICA Trade Facilitation Programme Coordinator) thanked the JBCC for their very constructive discussions and effective participation. She expressed appreciation on the progress of the work plan and was hopeful that they would be able to achieve the work plan as per the agreed timelines.

It was agreed that the 3rd JBCC be held on Wednesday the 28 October 2015





**MINUTES**  
**OF**  
**THE THIRD JOINT BORDER COORDINATION COMMITTEE MEETING**  
**FOR**  
**OPERATIONALIZATION OF THE NAMANGA OSBP**  
**UNDER**  
**THE PROJECT FOR CAPACITY DEVELOPMENT FOR INTERNATIONAL TRADE**  
**FACILITATION IN THE EASTERN AFRICAN REGION**

**28 October 2015**  
**Namanga, Kenya**

A blue ink signature of Ms. Monica Kiruja.

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**Ms. Monica Kiruja**  
**Chief Immigration Officer**  
**Immigration Department**  
**Republic of Kenya**

A blue ink signature of Mr. Festus N. Selele.

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**Mr. Festus N. Selele**  
**Assistant Immigration Officer**  
**Immigration Department**  
**United Republic of Tanzania**

## I. Background

1. Responding to requests from the governments of the Partner States of the East African Community (EAC), in December 2013 the Japan International Cooperation Agency (JICA) exchanged signatures on records of discussions (with each participating country) for the Project on Capacity Development for International Trade Facilitation in the Eastern African Region (JICA Trade Facilitation Project), covering Phase 3 components of the preceding Project on Capacity Building for the Customs Administrations of the Eastern African Region (Phases 1 and 2), including a technical cooperation project component for operationalization of the Namanga and Rusumo One-Stop Border Posts (OSBPs). The first phase of this technical cooperation component for OSBP operationalization was conducted from April 2014 to March 2015, while the second phase commenced in June 2015 and is scheduled to continue to August 2017.

2. Among other activities, during the first phase of the OSBP project component, three joint technical committee (JTC) meetings and cross-border meetings were held for the operationalization of the Namanga OSBP (in July, September, and December 2014) and three sets of training was conducted at Namanga (in January, February, and March of 2015). A major achievement during the first phase was agreement between Kenya and Tanzania on an operational procedures manual for the Namanga OSBP. These meeting minutes are for the third joint border coordination committee (JBCC) meeting (“the meeting”) for the operationalization of the Namanga OSBP, the establishment of which was called for by Part C of the Kenya-Tanzania OSBP Operational Manual. It was preceded by the 2<sup>nd</sup> Namanga JBCC that was held on 23 September 2015,

## II. Opening

3. The meeting was opened with a word of prayer

4. Ms. Monica Kiruja Chief Immigration Officer, Kenya Department of Immigration (KDI) welcomed the participants. She urged the participants to engage in the discussions actively and wished them fruitful discussions.

5. Mr. Festus Selele, Immigration Officer, Tanzania Department of Immigration (TDI) welcomed the participants to the 3<sup>rd</sup> Namanga JBCC meeting, which he said was constituted to consider the progress of the work plan and the report of the Task Force established during the 2<sup>nd</sup> JBCC meeting to streamline the procedures for facilitating border communities and their goods with the Kenya –Tanzania OSBP Operational Manual

6. The bureau was constituted with Ms. Monica Kiruja (KDI) and Mr. Festus Selele (TDI) as Chair and Co-Chair respectively and the participants introduced themselves.

7. **Annex 1** to these minutes provides a list of meeting participants.

8. Ms. Penina Simba (OSBP Management) JICA OSBP Experts Team, gave a brief background of the meeting. She summarized the proceedings of the 2<sup>nd</sup> JBCC and highlighted the objective of the meeting. The objectives of the meeting was to consider the report of the Task Force established to streamline the procedures for facilitating border communities and their goods with the Kenya –Tanzania OSBP Operational Manual, consider the progress of the activities in the current work plan and revise the work plan accordingly . She informed the meeting that the Task Force had met on the 7th October 2015. At the end of the meeting it's expected that clear timelines and approaches for completion of the remaining activities of the work plan would have been ascertained and a way forward determined.



### **III. Consideration of the draft work programme.**

9. The meeting considered the draft programme of activities and amended it. The revised work programme is provided in **Annex 2** to these minutes.

### **IV. Consideration of the minutes of the 2<sup>nd</sup> JBCC meeting held on the 23<sup>rd</sup> September 2015**

10. The minutes of the meeting were presented by the Chair.

11. In the ensuing discussions, the issue raised by Mr. Njuguna in his opening remarks on sourcing of funding for sensitization the border communities, it was acknowledged that the sensitization should be a joint programme of officers from both Partner States. It was agreed that the issue would be discussed further and reported at the next JBCC meeting.

12. Under Item 10 of the 2<sup>nd</sup> JBCC meeting minutes: With regard to the establishment of the Tanzania JBCC Secretariat, the meeting was informed that Secretariat has been established with five members chaired by Immigration and the secretary from Agriculture. The members constituted representatives from the Tanzania Police, Tanzania Security, and the department of Livestock.

13. It was agreed that the issues raised relevant to the mandate of the Task Force will be discussed under the item on presentation of the Task Force report.

### **V. Presentation of progress on Work plan**

14. KRA representative informed the meeting that there had been delays in construction and an updated report hadn't been received. An update on the testing of the water quality will be provided in due course.

15. With regard to the progress on the construction, roads and parking:

- (i) 95% of the warehouse is complete
- (ii) the roof and steel work is complete
- (iii) the water tank is complete
- (iv) the septic tank is complete
- (v) the loading bay is complete
- (vi) all road surface dressing is complete
- (vii) the National Intelligence Service building is complete, and
- (viii) the new Police and the Administrative Police buildings are 95% complete

16. The co-chair informed the meeting that the water supply on the Tanzania side was yet to be installed. Furthermore the meeting was informed that the United Republic of Tanzania had sent a written request to the EAC Secretariat to expedite the procurement of furniture.

### **VI. Presentation of Task Force report.**

17. The Chair presented the background to the establishment of the Task Force, which was established to address Item 4 of the Namanga OSBP work plan (revised in the 2<sup>nd</sup> JBCC meeting). The Task Force that was constituted of representatives from Immigration, Revenue Authorities, Security Agencies, Livestock, Port Health from both Partner States, and was



mandated with streamlining the procedures for facilitating border communities and their goods with the Kenya –Tanzania OSBP Operational Manual

18. The Chair proceeded to present the Task Force report. The full report is attached as **Annex 3**.

19. The Co-Chair reiterated the need to ensure that procedures not only facilitated movement, but also provided security of the border communities and of their goods. He urged the participants to ensure that the procedures are simple and easy to follow by the border community.

20. The meeting appreciated the work done by the Task Force and proceeded to discuss the contents of the report. The Task Force identified the following areas as a basis for their discussions:

- (i) Goods
- (ii) People ; travellers, business people , “wanafunzi”
- (iii) Livestock
- (iv) Transport; public vehicles, “bodabodas”

21. In the ensuing discussions the following issues were raised:

- (i) Mechanisms should be put in place to ensure effective intelligence sharing among the relevant border security agencies
- (ii) There is need to further discuss the definition of “free movement “and the allowable distance from the border.
- (iii) The recommendation for the timeline for clearance of no man’s land should be ascertained during the consultative meeting with stakeholders after the 4<sup>th</sup> JBCC considers the Task Force revised procedures
- (iv) The issue of a joint market should be discussed further and a concrete proposal included in the Task Forces next report
- (v) There was need to ensure effective participation of the relevant agencies in the next Task Force meeting to ensure that the draft procedures are finalised before the next JBCC scheduled to take place on the 30<sup>th</sup> November 2015

22. On the issue of joint surveillance Min 4 Item 2 of the minutes of the Task Force meeting, the meeting was informed that JICA had provided a vehicle for joint border surveillance and all the security agencies should be able to develop a strategy on how to survey the border. The relevant security agencies were urged to set up mechanism to facilitate intelligence sharing.


23. The meeting was informed that the State Departments of Livestock of both Partner States had met thrice to streamline the procedures for movement of livestock. Furthermore they had engaged the EAC Secretariat to facilitate the development of regional procedures.

## **VII. Consideration of revised work plan**

24. The work plan was revised to reflect the new activities and is attached as **Annex 4**.

## **VIII Summary of Recommendations of the Meeting**

25. The meeting agreed to:



- (i) further discuss the issue of sourcing for funds for sensitization programmes for the border communities and report at the next JBCC meeting
- (ii) invite KeNHA to all subsequent JBCC meetings to provide an update of the progress of the construction of the building.
- (iii) request KeNHA to conduct site visits on a regular basis for border agencies from both Partner States as soon as possible.
- (iv) conduct a Task Force meeting to consider the issues raised in this meeting and present their report to the next JBCC scheduled for 30<sup>th</sup> November 2015

## VII. Closing Remarks

26. The Co-Chair Mr. Festus Selele, Immigration Officer, (TDI) thanked all the participants for attending and contributing actively in the meeting. He noted that the main purpose of the meeting was to strategize on how to facilitate the local community to ensure they reap the benefits of the Namanga OSBP. He called upon the Task Force to expedite the formulation of the procedures by 30<sup>th</sup> November 2015 to enable the 4<sup>th</sup> JBCC meeting to consider their proposals. He reiterated the need for this assignment to be finalised within the agreed time frame.

27. The Chair Ms. Monica Kiruja Chief Immigration Officer, (KDI) thanked the participants for their active participation. She urged them to attend the Task Force meetings and requested those who may not be available to attend the Task Force meetings to send their contributions via email. She concluded by appreciating their commitment to ensuring the effective operationalisation of the Namanga OSBP.

28. Ms Yoko Konishi (JICA Trade Facilitation Programme Coordinator) thanked the participants for their attendance and active participation. She underscored the importance of balancing trade facilitation and border control, highlighting its importance in strengthening regional integration. She urged them to further commit to finalising the procedures to ensure that all their deliberations are put to good use.

29. Mr. Juma Wakhungu moved a vote of thanks for the work done by the Chair and the Co-Chair in guiding the meeting and expressed appreciation of the participants contributions. He informed the meeting that the integration process was on course and a number of milestones had been achieved. He urged them to share experiences and knowledge in addressing the challenges they face in facilitating the operationalization of the Namanga OSBP. He informed the meeting that the EAC had planned public hearings in Longido, Namanga and Kajiado, to discuss the issues of movement of livestock. However due to the election process in Tanzania the process had been postponed. Once the new dates were confirmed the JBCC members will be informed and invited to attend all the three public hearings. He concluded by wishing them all a safe journey home.


It was agreed that the 4<sup>th</sup> JBCC be held on Monday the 30 November 2015

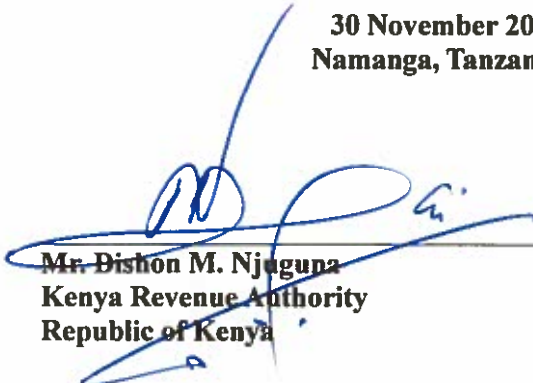




**MINUTES**  
**OF**  
**THE FOURTH JOINT BORDER COORDINATION COMMITTEE MEETING**  
**FOR**  
**OPERATIONALIZATION OF THE NAMANGA OSBP**  
**UNDER**  
**THE PROJECT FOR CAPACITY DEVELOPMENT FOR INTERNATIONAL TRADE**  
**FACILITATION IN THE EASTERN AFRICAN REGION**

**30 November 2015**  
**Namanga, Tanzania**

  
**Mr. Aminiel L. Malisa**  
**Tanzania Revenue Authority**  
**United Republic of Tanzania**

  
**Mr. Dishon M. Njuguna**  
**Kenya Revenue Authority**  
**Republic of Kenya**

## I. Background

1. Responding to requests from the governments of the Partner States of the East African Community (EAC), in December 2013 the Japan International Cooperation Agency (JICA) exchanged signatures on records of discussions (with each participating country) for the Project on Capacity Development for International Trade Facilitation in the Eastern African Region (JICA Trade Facilitation Project), covering Phase 3 components of the preceding Project on Capacity Building for the Customs Administrations of the Eastern African Region (Phases 1 and 2), including a technical cooperation project component for operationalization of the Namanga and Rusumo One-Stop Border Posts (OSBPs). The first phase of this technical cooperation component for OSBP operationalization was conducted from April 2014 to March 2015, while the second phase commenced in June 2015 and is scheduled to continue to August 2017.

2. Among other activities, during the first phase of the OSBP project component, three joint technical committee (JTC) meetings and cross-border meetings were held for the operationalization of the Namanga OSBP (in July, September, and December 2014) and three sets of training was conducted at Namanga (in January, February, and March of 2015). A major achievement during the first phase was agreement between Kenya and Tanzania on an operational procedures manual for the Namanga OSBP. These meeting minutes are for the fourth joint border coordination committee (JBCC) meeting ("the meeting") for the operationalization of the Namanga OSBP, the establishment of which was called for by Part C of the Kenya-Tanzania OSBP Operational Manual. It was preceded by the 1<sup>st</sup> Namanga JBCC meeting that was held on 25 August 2015, the 2<sup>nd</sup> Namanga JBCC meeting that was held on 23 September 2015, and the 3<sup>rd</sup> Namanga JBCC meeting that was held on 28 October 2015.

3. The objectives of the 4<sup>th</sup> JBCC meeting were to present progress on the JBCC work plan (including the work of the Task Force to facilitate movement of border community residents and their goods) and consider pending work in order to formally update the work plan. The meeting program is presented in **Annex 1** to these minutes.

## II. Opening

4. Mr. Aminiel L. Malisa, Tanzania Revenue Authority (TRA), welcomed the participants to the 4<sup>th</sup> Namanga JBCC meeting. He urged the participants to engage in the discussions actively and wished them fruitful discussions.

5. Mr. Masolwa N. Pima, Economist, Ministry of East African Cooperation (MEAC), Tanzania, observed that without this committee not much can be achieved. He noted that there are a few pending issues requiring attention, e.g. water supply, furniture, ICT, but the respective governments will surely address these challenges in a timely fashion.

6. Mr. Dishon M. Njuguna, Kenya Revenue Authority (KRA), stressed the importance of the JBCC meetings and highlighted their relevance for the effective implementation of the Namanga OSBP. Attendance at the meetings should be a duty, not an option. He noted that the meeting dates are determined in advance at the previous meeting, which should facilitate attendance. There is a list of the government organizations that are members of the JBCC, and all should be represented. Efforts should be made to ensure greater and higher-level participation at subsequent JBCC meetings.

7. Mr. Malisa concurred with Mr. Njuguna's remarks. A well-functioning JBCC is an absolute requirement; the supporting agencies need to see an active JBCC. A joint secretariat was to be established for the JBCC, but it has not yet started functioning.



8. Mr. Bruce Winston, Team Leader, JICA OSBP Team, expressed appreciation that those in attendance are taking the work of the JBCC seriously. It will be important to seek wider participation in future meetings, as mentioned by the chair and co-chair. The JBCC may wish to consider various measures to achieve that aim. Ms. Penina Simba, JICA OSBP Team, suggested that Mondays may not be a suitable day for scheduling meetings, considering that key participants are often unavailable on that day.

9. The bureau was constituted with Mr. Malisa and Mr. Njuguna serving as chair and co-chair respectively. The participants introduced themselves; Annex 2 to these minutes provides a list of meeting participants.

### **III. Consideration of the Minutes of the 3<sup>rd</sup> JBCC Meeting held on 28 October 2015**

10. As background to the 4<sup>th</sup> JBCC meeting, the minutes of the 3<sup>rd</sup> JBCC meeting were reviewed by Ms. Simba, JICA OSBP Team.

11. There was some discussion of the joint secretariat of the JBCC, which is to support the JBCC in its role of spearheading implementation of the Namanga OSBP. There was some discussion of the staff of the JBCC secretariat will be comprised of officials from TRA/KRA, Immigration, and Police. Reference was made to Article 10 of the JBCC terms of reference on the secretariat of the JBCC. By 4 December 2015, each side will report to the chair/co-chair the name(s) of their officials that will serve on the joint secretariat.

### **IV. Report on Progress in Implementing the Work Plan**

12. TRA/MEAC Tanzania reported that:

- (i) budget has been prepared (and sent to the Ministry of Water and Irrigation) for a water purification machine on the Tanzanian side;
- (ii) there may be a delay in the procurement of IT equipment and furniture until April 2016;
- (iii) there are issues with the security lighting on the Tanzanian side; and
- (iv) the next joint inspection visit is planned for 12 December 2015.

13. KRA reported that KeNHA and the Resident Engineer were invited to attend this 4<sup>th</sup> JBCC Meeting, but unfortunately they did not attend this time. Reported issues included problems with the counters and ceilings. KRA will pursue KeNHA and the Resident Engineer for a concrete status report, which should be informed to the next JBCC meeting. As of the current date, it is unclear that the construction on the Kenyan side will be completed by 31 December 2015.

14. On item number 9 in the work plan, the KRA marketing and communication department has been working with KeNHA to come up with proper signage for the OSBP.

15. Regarding security, Kenya has identified an area where an observatory will be built for security officers to monitor the OSBP.

16. Kenya Immigration reported the results of the deliberations of the joint Task Force addressing issues related to the cross-border movement of border community residents and their goods:



- (i) Regarding the control of goods and persons, the Task Force has emphasized the need for manifests. Motor vehicles will proceed to a checkpoint and the driver will present a manifest to a joint border control team. Officers will check each vehicle and its contents against the manifest.
- (ii) The countries will recognize identification issued by the other country (e.g., Kenya national identification cards, Tanzanian voter cards).
- (iii) Teams on each side will merge to form one joint team. Intelligence will be shared on a "need-to-know" basis. Quarterly meetings on intelligence sharing will be held and reported to the JBCC. Heads of departments will serve on the joint team because of the sensitive nature of intelligence.
- (iv) Regarding the management of the no-man's land, the possibility of markets on each side in an initial stage followed by a joint market in the longer term is being explored. Meetings should be held with the stakeholders regarding the clearance of the no-man's land to reach agreement on timelines. Clearance of the area will be by appropriate means, involving border security personnel as necessary.
- (v) The registration of cross-border taxi/motorbike services and money changers has been recommended.
- (vi) The Task Force's work on livestock issues is still ongoing. The East African Community is developing a regional policy on the movement of livestock.

17. It was suggested that it would be productive for the Task Force to visit the Holili/Taveta OSBP in order to learn lessons that can be applied at Namanga. The meeting requested that JICA consider support for this activity.

18. The meeting discussed whether the JBCC's scope of work may consider activities outside of the OSBP control zone that may affect activities in the control zone. It was agreed that regarding border community residents, the JBCC should focus on the OSBP procedures for their crossing.

19. The work plan was revised to reflect the latest developments and is attached as Annex 3. A column showing "Proposed Revised Timeframe or Status" was added to show progress and schedule changes.

## V. Summary of Recommendations of the Meeting

20. The meeting agreed that:

- (i) greater and higher-level participation at subsequent JBCC meetings must be achieved;
- (ii) each side will report to the chair/co-chair the name(s) of their officials that will serve on the joint secretariat, no later than **4 December 2015**;
- (iii) joint inspection site visits will be held monthly;
- (iv) regarding border community residents, the JBCC should focus on the OSBP procedures for their crossing; and



- (v) JICA may consider support for the Task Force to visit the Holili/Taveta OSBP in order to learn lessons that can be applied at Namanga.

## VI. Closing Remarks

21. Mr. Winston, JICA OSBP Team, again expressed appreciation for the serious atmosphere in which the 4<sup>th</sup> JBCC meeting was held, under the strong leadership of the Chair and Co-Chair. He reiterated that it will be important to seek wider participation for future meetings.

22. Ms. Monica Kiruja, Immigration Department, Kenya, thanked all the participants for attending and contributing actively in the meeting.

23. Mr. Festus N. Selele, Tanzania Immigration, Chair, thanked the participants for their active participation. He observed that more time will be required to set out the OSBP procedures.

24. Mr. Malisa offered a vote of thanks to JICA and the Trade Facilitation Project Team for its continued support for operationalization of the Namanga OSBO, which remains a critical objective.

25. It was agreed that the 4<sup>th</sup> JBCC be held on Tuesday, 12 January 2016.