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LIST OF ABBREVIATIONS AR2018 / 19

AA -	Affirmative Action	HR -	Human Resources
ACTS -	African Centre for Technology Studies	IAS -	International Accounting Standards
AMTA -	Agro-Marketing and Trading Agency	ICBMD -	International Conference on Business Management and Dynamics
ARIPO -	African Regional Intellectual Property Organisation	ICGEB -	International Centre for Genetic Engineering and Biotechnology
ASAIF -	Annual Southern Africa Innovation Forum	ICT -	Information and Communication Technology
ASP -	African School of Physics	IFRS -	International Financial Reporting Standards
BCH -	Biosafety Clearing House	IIAM -	Instituto de Investigação Agrária de Moçambique / Mozambique Institute of Agricultural Research
BIPA -	Business and Intellectual Property Authority	IKS -	Indigenous Knowledge Systems
BMC -	Business Model Canvas	IP -	Intellectual Property
BSS -	Business Support Services Department	IPR -	Intellectual Property Rights
CEO -	Chief Executive Officer	IRRC -	Internal Research Review Committee
CGI -	Collaborative Grants Initiative	ISMS -	Information Security Management Systems
COP-MOP -	Conference of the Parties serving as the Meeting of Parties to the Cartagena Protocol	ITD -	Innovation and Technology Development Department
EIF -	Environmental Investment Fund	IUM -	International University of Management
EXCO -	Executive Committee	JTC -	Joint Technical Committee
FAC -	Finance and Audit Committee	KM -	Knowledge Management
FNB -	First National Bank	KTH -	Kungliga Tekniska Högskolan
FNI -	Fundo Nacional de Investigação / The National Research Fund	M&E -	Monitoring and Evaluation
FRST -	Foundation for Research, Science, and Technology	MEAC -	Ministry of Education, Arts and Culture
GBV -	Gender-based Violence	MEL -	Monitoring, Evaluation and Learning
GEF -	Global Environment Facility	MET -	Ministry of Environment and Tourism
GIZ -	Deutsche Gesellschaft für Internationale Zusammenarbeit / German Corporation of International Cooperation	MHETI -	Ministry of Higher Education, Technology, and Innovation
GMO -	Genetically Modified Organism	MIP -	Master's in Intellectual Properties
H.E.S.S. -	High Energy Stereoscopic System	MME -	Ministry of Mines and Energy
HIV -	Human Immunodeficiency Virus		

MOU –	Memorandum of Understanding	RAEIN- AFRICA –	Regional Agricultural and Environmental Innovations Network - Africa
NAMPORT –	Namibia Ports Authority	RMP –	Resource Mobilisation Policy
NAMWATER –	Namibia Water Corporation	RSTI –	Research, Science, Technology, and Innovation
NAPWU –	Namibia Public Workers Union	RSTICS –	Research, Science, Technology, Innovation Coordination and Support Department
NCCI –	Namibia Chamber of Commerce and Industry	SADC WISETO –	SADC Women in Science, Engineering and Technology
NCHE –	Namibian Council of Higher Education	SAIS II –	Southern Africa Innovation Support Programme Season 2
NCRST –	National Commission on Research, Science and Technology	SANBIO –	Southern Africa Network for Biosciences
NCS –	National Correctional Services	SARIMA –	Southern African Research & Innovation Management Association
NICW –	National Innovation Challenge for Women	SASA –	Southern Africa Start-up Awards
NIKSC –	National Indigenous Knowledge Systems Council	SGCI –	Science Granting Councils Initiative
NPC –	National Planning Commission	SGCs –	Science Granting Councils
NPSTI –	National Programme on Science, Technology, and Innovation	SME –	Small and Medium-sized Enterprises
NRF –	National Research Foundation of South Africa	SOE –	State-Owned Enterprises
NRSTF –	National Research, Science and Technology Fund	SPSN18 –	International Conference on Solar Power Systems for Namibia
NSFAF –	Namibia Students Financial Assistance Fund	2018 SSA –	Sub-Saharan Africa
NSRS –	National Student Research Symposium	STI –	Science, Technology, and Innovation
NSS –	Namibia Scientific Society	STIPRO –	Science, Technology, and Innovation Policy Research Organisation
NSSC –	National Space Science Council	TT –	Technology Transfer
NSSST –	National Strategy for Space Science and Technology	UNAM –	University of Namibia
NSSTII –	National Strategy for Science, Technology and Innovation Infrastructure	UNEP –	United Nations Environment Programme
NSTIP –	National Science, Technology, and Innovation Policy	UNESCO –	United Nations Educational, Scientific and Cultural Organisation
NUST –	Namibia University of Science and Technology	UNFPA –	United Nations Population Fund
OHS –	Occupational Health and Safety	WIPO –	World Intellectual Property Organisation
PhD –	Philosophiae Doctor / Doctor of Philosophy		
R&D –	Research and Experimental Development		

FOREWORD BY THE CHAIRPERSON



Dr Nortin Titus

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The year under review has been productive, with its share of challenges and successes, which are detailed in this report.

One of the most significant concerns that the Commission was preoccupied with during the year, was the financial sustainability of the National Research, Science and Technology Fund (NRSTF)

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It is my pleasure to present the Annual Report of the National Commission on Research, Science and Technology (NCRST) for the 2018/19 financial year and to congratulate the NCRST management on achieving the goals set out in the Annual Business Plan for the year.

The NCRST continues to play its pivotal role of coordinating, developing, promoting and funding research, science, technology and innovation towards socio-economic advancement for Namibia. Our focus remains that of strengthening the national system of innovation, and to address challenges in the system. The strength of the system would be measured through indicators as set out in the National Programme on Research, Science, Technology and Innovation (NPRSTI) for the period 2014/15 and 2016/17. These indicators include:

- Increase in the number of researchers in the country;
- Increase in the R&D output in the forms of patents as well as of peer-reviewed journal articles; and,
- An increase in the number of doctoral students supported.

The NCRST recognises that for it to succeed in achieving the above-mentioned targets, it is critical to foster relationships with key stakeholders. For this reason, new strategic partnerships were formed between the NCRST and the following institutions during the period under review:

- Agro-Marketing and Trade Agency (AMTA);
- Namibia Water Corporation (NAMWATER);
- Namibia Ports Authority (NAMPORT);

- The International University of Management (IUM)
- SME Bank; and,
- The Namibia Students Financial Assistance Fund (NSFAF).

The NCRST also continue to engage fully with its line Ministry as well as the Ministry of Education, Arts and Culture in order to ensure the successful execution of its mandate.

The year under review has been productive, with its share of challenges and successes, which are detailed in this report. One of the most significant concerns that the Commission was preoccupied with during the year, was the financial sustainability of the National Research, Science and Technology Fund (NRSTF). We continue to engage key stakeholders to ensure that the NRSTF is well capitalised to enable the NCRST to fund R&D and innovation projects which are focused on developing new ideas and creative thinking, while strengthening concepts of innovation. We also focused on strengthening capacity to

address enabling technologies which provide widely applicable solutions that can address economic and social challenges within the Namibian society. I would like to sincerely thank the Honourable Dr Itah Kandjii-Murangi, the Minister of Higher Education, Technology and Innovation, for her leadership and continuous support.

To my fellow commissioners, executive management, council members and the rest of the staff, I thank you for your commitment and service to the NCRST and our country. I look forward to your continued support as we work together towards transforming the growth of our economy through research, science, technology and innovation.



Dr Nortin Titus
Chairperson (NCRST)

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We also focused on strengthening capacity to address enabling technologies which provide widely applicable solutions that can address economic and social challenges within the Namibian society.

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REVIEW BY THE ACTING CHIEF EXECUTIVE OFFICER



Ms Enid Keramen

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The next financial year will surely bring its own mix of successes and challenges, but our direction is clear, and we know what we must do. Our job is to continue to focus intently on playing our role in contributing to the long-term aspirations to transform Namibia into a knowledge-based society as set out in Vision 2030.

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It is my pleasure to present the Annual Report of the National Commission on Research Science and Technology (NCRST) for the financial year 2018/19. The report outlines the organisation's performance for the year under review and highlights the achievements in the implementation of the Annual Business Plan for 2018/19.

Our success is visible in all areas related to the five themes of our Strategic Plan:

- Creating awareness of Science, Technology and Innovation: Our awareness and promotion activities have improved, especially through the launch of the month of science and profiling of innovators that are supported by the NCRST;
- Establishing Smart Partnerships and Cooperation: The NCRST is increasingly recognised as the lead agency for the promotion,

coordination, development and funding of science, technology and innovation, as can be seen in the number of organisations with which it has partnerships;

- Creating an enabling Policy Environment: The NCRST has successfully finalised the development of the biosafety regulatory framework which includes regulations, procedures and guidelines. We have also completed a review of the STI landscape and the R&D survey report which are instrumental in providing the necessary evidence required for the finalisation of the STI Policy and its Implementation Plan;
- Building Research and Development Capability: Our efforts in funding research through various funding instruments are yielding results with tangible outputs which

include publications as well as students completing their Master's and PhD degrees. The development of national research facilities is about to become a reality following the approval of the STI Infrastructure Strategy and the establishment of High-Performance Computing Centres at NUST and UNAM; and,

- Promoting innovation for Namibia's Prosperity: The meaning of innovation and its value is now being realised as tangible products and services are being developed with the NCRST initiatives, such as the innovation challenges and Demola.
- We recognise that given the current economic conditions, the investments required for STI toward infrastructure (i.e., the construction of the STI Valley), human resource development and direct funding towards research and innovation activities, might be difficult to achieve. Going forward we need to rethink our approach for us to succeed. This will include:
- Leveraging on our already existing partnerships within the country and exploring existing bilateral and multilateral agreements to secure funding;
- Focusing on fewer priorities to make the desired impact instead of attempting to address all the challenges at once, which could result in spreading our effort too thinly;
- Revisiting our internal process to improve efficiency towards meeting the expectations of our stakeholders; and,

- Investing more in our people through training and development opportunities to enable them to execute their functions.

The next financial year will surely bring its own mix of successes and challenges, but our direction is clear, and we know what we must do. Our job is to continue to focus intently on playing our role in contributing to the long-term aspirations to transform Namibia into a knowledge-based society as set out in Vision 2030.

I would like to thank the NCRST Commissioners for their unwavering commitment and support towards the attainment of the NCRST's Vision. I also wish to sincerely thank the NCRST staff who continue to give their time and expertise in carrying out their work as assigned to them.

Finally, I wish to express our appreciation to our partners who continue to contribute so generously to the work of the NCRST. I look forward to the collective efforts of all stakeholders as we join hands in Science, Technology and Innovation to build the future we want for our country.



Ms Enid Keramen
Acting Chief Executive Officer



PART I: ORGANISATIONAL OVERVIEW

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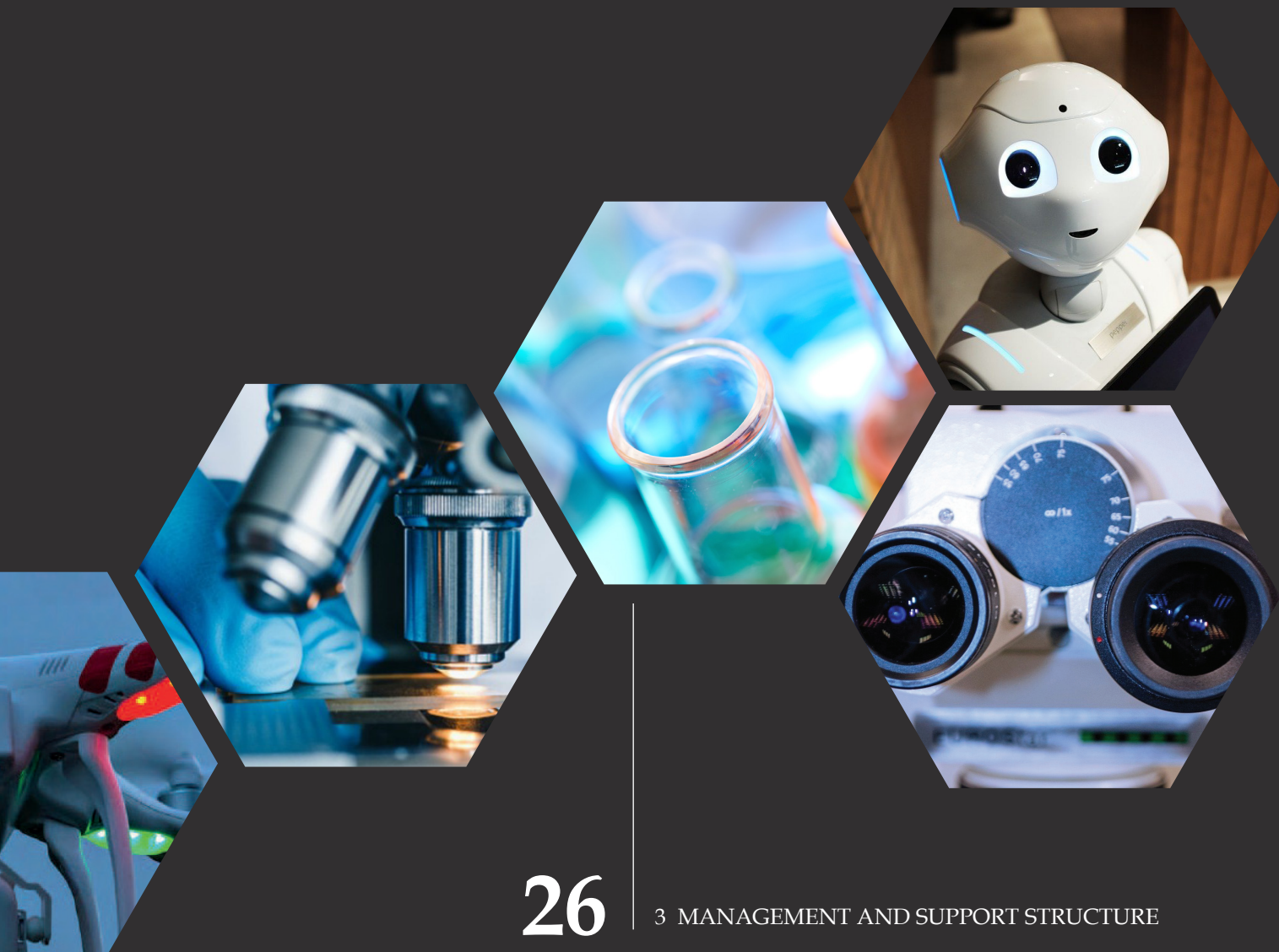


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1 CORPORATE OVERVIEW

1.1 NCRST Mandate

The importance of Research, Science and Technology as an engine of economic growth and development cannot be overemphasised. It is on this premise that Namibia has enacted the Research, Science and Technology Act, 2004 (Act No 23 of 2004). The objectives as outlined in section 1 of the Act are:

- (a) to ensure the coordination, monitoring and supervision of research, science and technology in Namibia;
- (b) to promote and develop research, science and technology in Namibia;
- (c) to promote common ground in research, scientific and technological thinking across all disciplines, including the physical, mathematical and life sciences, as well as human, social and economic sciences;
- (d) to encourage and promote innovative and independent thinking and the optimum development of intellectual capacity of people in research, science and technology;
- (e) to ensure dedicated, prioritised and systematic funding for research, science and technology application and development in Namibia; and
- (f) to promote linkages between Namibia and international institutions and bodies on the development of research, science and technology.

1.2 Mission

To establish and strengthen a national system that promotes, develops and informs Research, Science, Technology and Innovation through effective coordination to realise a knowledge-based society.

1.3 Vision

To be a coordinating agency that facilitates the development of Research, Science, Technology and Innovation towards socio-economic advancement for Namibia by 2022.

1.4 Values

The NCRST strives to further value-based behaviour, engaging and relating, decision-making and action. Stakeholders interacting with the NCRST and its representatives should consistently experience these values in all interactions and decisions, and all staff members must consciously practice these values so as to develop a consistent value-based approach.

- **Integrity** - We are consistently trustworthy, fair and honest in all our interactions.
- **Pro-activeness** - We take initiative, are change-oriented and anticipatory in our actions as guided by our mandate.
- **Impact-driven** - We set and achieve goals, measure results and continuously improve to make a positive difference in the society.
- **Passion for Excellence** - We strive to achieve high levels of performance.

1.5 Strategic Themes and Strategic Results

The following themes were of vital strategic importance over the financial year and are used to focus all staff efforts on carrying out the Mission and accomplishing the Vision moving forward:

- **Operational Excellence** with a Strategic Result of an Efficient, Cost-Effective, Accurate, and Timely Service Delivery.
- **Organisational Sustainability** with a Strategic Result of a Maintained Relevance to our Customers and Stakeholders through the provision of required products and services.
- **Strategic Partnership** with a Strategic Result of Improved Service Delivery through the Increased Quality of our Partnerships.
- **Innovation Excellence** with a Strategic Result of Solutions addressing socio-economic challenges, achieved through innovation.

The strategic themes and results were used to guide the formulation of appropriate strategic objectives, corresponding measures and subsequent strategic projects and initiatives.

1.6 Tier 1 Strategic Objectives, Intended Results, Performance Measures and Strategic Initiatives

Perspective	Strategic Objective	Intended Results	Performance Measure	Targets	Strategic Initiative	Delegated Lead
Customer and Stakeholder	Improve Stakeholder Satisfaction	1. Customer satisfaction with service delivery	• Satisfaction survey rating score	• Increase from baseline to 80% by Year 5	• Implement Customer and Stakeholder Engagement Strategy	CEO
	Improve Customer Satisfaction	2. Stakeholder satisfaction with mandate execution		• Increase from baseline to 70% by Year 5		
Financial	Increase Funding	Sustainable resource availability	<ul style="list-style-type: none"> • % increase in funds mobilised; • % increase in income from services 	• 20% Increase per year	• Implement the resources mobilisation and investment Framework	CEO
	Reduce Cost	1. Reduced non-priority expenditure 2. Financially sound	<ul style="list-style-type: none"> • cost escalation vs inflation year-on-year 	• cost escalation contained within inflation	• Implement Cost Cutting Measures/ Plan	CEO
Internal Process	Improve Networking and Engagement	<ul style="list-style-type: none"> • Successful delivery/ implementation of CAP • Increased collaboration 	<ul style="list-style-type: none"> • % of linkages active • % of CAP successfully implemented 	• Increase by 10% Annually	<ul style="list-style-type: none"> • Implement the Cooperation Agreement Action Plan • Coordination of RSTI Advocacy 	RSTICS, ITD
	Increase RSTI Outputs	RSTI outputs are increased significantly	• % increase in RSTI outputs	• Increase by 10% Annually	• Implement the STI Policy	RSTICS, ITD
	Improve Project Execution	1. Aligned project benefits to the strategic objectives of the organisation 2. Successful delivery of envisioned projects' benefits and deliverables	<ul style="list-style-type: none"> • Schedule performance index • Cost performance index 	• Increase from baseline to 90% by Year 5	• Implement Project Management Framework	CEO

Perspective	Strategic Objective	Intended Results	Performance Measure	Targets	Strategic Initiative	Delegated Lead
Organisational Capacity	<i>Improve Partnership Frameworks</i>	Active and impactful linkages and collaborations	<ul style="list-style-type: none"> % of cooperation agreements active 	<ul style="list-style-type: none"> Increase from baseline to 80% by Year 5 	<ul style="list-style-type: none"> Develop the Cooperation Agreement Action Plan 	CEO
	<i>Improve RSTI Infrastructure Access</i>	1. Increased access to RSTI infrastructure 2. Increased RSTI outputs	<ul style="list-style-type: none"> % of RSTI infrastructure accessible 	<ul style="list-style-type: none"> Increase from baseline to 80% by Year 5 	<ul style="list-style-type: none"> Implement the RST Infrastructure Strategy 	CEO
	<i>Improve Policy & Regulatory Framework</i>	1. Effective implementation and adherence 2. Thriving RSTI Sector	<ul style="list-style-type: none"> % of policy and regulatory frameworks implemented to plan 	<ul style="list-style-type: none"> Increase from baseline to 90% by Year 5 	<ul style="list-style-type: none"> Implement Corporate as well as RSTI-related Frameworks 	ITD
	<i>Improve Skills & Knowledge</i>	Skilled & knowledgeable work force	<ul style="list-style-type: none"> % competence levels to threshold 	<ul style="list-style-type: none"> Increase from baseline to 50% by Year 5 	<ul style="list-style-type: none"> Develop and Implement a Competency Improvement Programme 	ALL
	<i>Improve Organisational Culture</i>	High performing and motivated work force	<ul style="list-style-type: none"> % organisation culture plan implemented 	<ul style="list-style-type: none"> Increase from baseline to 80% by Year 5 	<ul style="list-style-type: none"> Develop and Implement an Organisation Culture Plan 	BSS



2 COMMISSIONERS' STRUCTURE

2.1 Functions

The National Commission on Research Science and Technology (NCRST) is established in terms of section 4 of the Research Science and Technology Act, 2004 (Act No 23 of 2004). The NCRST is governed by the Commission consisting of 14 members appointed by the Minister and a five-member Executive Committee which executes the decisions of the Commission.

The functions and powers of the Commission in terms of section 5 of the Act are:

- (a) to monitor and supervise the promotion, coordination, development and continuation of research, science and technology in all sectors in Namibia, and to minimise overlapping in the fields of research, science and technology;
- (b) to prepare and review a national programme in the manner referred to in section 18;
- (c) to coordinate and facilitate the development of research, science and technology at national, regional, and local levels, and to provide direction and policy guidance to the research, science and technology innovation systems in Namibia;
- (d) to promote broad participation in research, science and technology activities with the aim of promoting designated groups, or persons belonging to designated groups;
- (e) to promote the participation of Namibians and research institutes in regional and international research, science and technology projects and events, and, in cooperation with the Minister of Higher Education, Training and Innovation and Ministers responsible for Foreign Affairs and Finance, to enter into agreements on cooperation and maintenance of relationships with similar foreign institutions in the fields of research, science and technology;
- (f) to promote awareness of, and national appreciation for, the value of research, science and technology in social, cultural and economic development;
- (g) to promote, facilitate and organise seminars, conferences, lectures, workshops and similar events relating to research, science and technology;
- (h) to promote the application of research, science and technology in the development and improvement of industrial and commercial outputs, designs and productivity;
- (i) in coordination with the Minister of Foreign Affairs, to participate in international research, science and technology events of national interest, and to represent Namibia at research, science and technology conferences, meetings, workshops or other similar events;
- (j) to participate, in cooperation with relevant bodies and institutes, in studies on human resources relating to research, science and technology activities, and where appropriate, to promote the growth and development of human resources for such activities;
- (k) to collect and distribute, in accordance with this Act, financial, human and other resources for the efficient management and promotion of councils and research institutes, and to solicit and make priorities for funding in respect of:
 - (i) research, science and technology purposes;
 - (ii) a framework for expense on research, science and technology;
 - (iii) the building and maintenance of research, science and technology capacity by way of selective funding of training and development; and
 - (iv) national facilities for research, science and technology;

- (l) to coordinate the use of funds from the Fund and Investments, and to facilitate, separately or in cooperation with the private sector, the use of public goods research outputs, and to stimulate proposals of broad national interest for research;
- (m) to provide research grants, loans, bursaries and similar financial aid in research, science and technology;
- (n) to collect, disseminate and promote any research, science and technology results, statistics, reports, literature, data, services or any other information, including the establishment and maintenance of information systems to support;
- (i) the monitoring and evaluation of the overall management and functioning of the science and technology system and the national system of innovation; and,
- (ii) the continuous revision of science and technology policies to address changing and new circumstances;
- (o) to undertake, in cooperation with the appropriate institutions and other bodies, the development and exploitation of any research, science and technology invention, and to provide advice and assistance to innovators and inventors in the registration and protection of their innovations and inventions;
- (p) to identify and validate national research and development priorities in or relating to research, science and technology;
- (q) to identify and raise awareness with any authority, institution, body or person, of any need relating to the establishment, transformation or dissolution of any relevant research, science or technology body or policy or other relevant matter, including the coordination of any request for advice in this regard;
- (r) to build capacity, skills and know-how of the staff of the Commission and Councils and Namibian people in general;
- (s) to advise the Minister on procedures of how to secure a sustained basis for the funding of research, science and technology;
- (t) to advise the Minister, the President, Parliament and any other authority or body on the functions and initiatives of the Commission and on any matter relating to research, science and technology;
- (u) to make recommendations to the Minister regarding the amendment of this Act or any other Acts which may contribute to the promotion of research, science and technology; and,
- (v) at the request of the Minister, or on its own accord, to enquire into, report on, and make recommendations on any matter, or the performance of such other tasks, falling within the objectives of this Act.



2.2 NCRST Commissioners



Dr Nortin Titus
Chairperson



Ms Josephine Joste //Haubas
Deputy Chairperson



Mr Johannes Ashipala
Commissioner



Ms Mirriam Sezuni
Member



Dr Tshali Iithete
Member



Mr Joshua Kaumbi
Member



Ms Sylvia Demas
Member



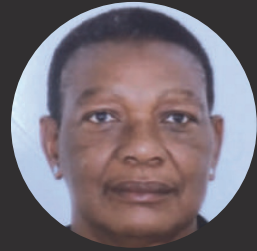
Ms Elly Hamunyela
Member



Ms Graca D' Almeida
Member



Ms Patience Saushini
Member



Ms Johanna F. Andowa
Member



Ms Ivonne Mujoro-Kauketu
Member



Dr Ronnie Bock
Member



Dr Riaan Steenkamp
Member



Ms Enid Keramen
NCRST: Acting CEO
Head: Legal Advice & Company Secretariat

During the period under review, the Commissioners held three (3) ordinary meetings and one (1) special meeting as indicated below.

Meeting Type	Date
Ordinary	02 – 14 March 2018
Special	23 August 2018
Ordinary	28 January 2019

The decisions approved by the Commissioners during the year under review are as follows:

- (a) A Cost-of-Living for all staff of the Commission;
- (b) The Annual Business Plan for the Commission;
- (c) The NCRST Budget Framework for 2018/19 fiscal year;
- (d) Policy/Programme/Strategy and Process Documents for the Commission:
 - Disciplinary and Grievance Policy;
 - ICT Governance Charter Policy;
 - ICT Service Catalogue Policy;
 - Supply Chain Management Policy;
 - NCRST Investment Policy and Process Document;
 - National, Science, Technology and Innovation Policy (NSTIP) for the period 2018 – 2030;
 - National Programme for Science, Technology and Innovation (NPSTI);
 - National Space Science and Technology Policy for the period 2018/19 - 2022/23;
 - Namibian Strategy for Space Science and Technology (NSSST) for the period 2018/19 - 2022/23;
 - Revised National Strategy for Science, Technology and Innovation Infrastructure (NSSTII);
 - Policy on Management of NCRST Documents and Records, associated process documents and associated templates; and,
 - Executive Management Committee Terms of Reference.
- (e) The appointment of members to serve on the National Indigenous Knowledge Systems Council;
- (f) To establish an ad-hoc CEO Recruitment and Selection Committee; and,
- (g) Annual Financial Statements 2017/18.

2.3 NCRST Committees and Councils

The Commission shall, in terms of sections 12, 13 and 14 read together with section 31 of the Act, delegate certain functions to the Chairperson of the NCRST (“the Chairperson”), the CEO or any other statutory committees established under the Act, without abdicating its own responsibilities. The functions may be delegated to the following committees:

- Executive Committee;
- Foundation for Research, Science and Technology (FRST);
- Finance and Audit Committee (FAC);
- Human Resources and Remuneration Committee.

2.3.1 Executive Committee (EXCO)

Section 12 (1) of Research Science and Technology Act, 2004 (Act No 23 of 2004) (“the Act”) establishes the Executive Committee (EXCO) whose functions are to execute decisions and manage the affairs and activities of the Commission. The EXCO shall consist of five members appointed by the Commission, comprising the following persons as listed in section 12 (3) of the Act:

- Chairperson of the Commission (the “Chairperson”);
- Vice-Chairperson of the Commission (the “Vice-Chairperson”);
- Three other Commissioners elected by the Commission; and,
- The Chairperson and Vice-Chairperson of the Commission shall be the Chairperson, and, Vice-Chairperson of the EXCO, respectively.

During the period under review, the Executive Committee held two (2) ordinary meetings as indicated below.

Meeting Type	Date
Ordinary	13 June 2018
Ordinary	21 November 2018

The EXCO duly considered matters from all the other committees for onwards submission to the Commission. These included:

- (a) The National Strategy for Science, Technology and Innovation Infrastructure (NSSTII) for the period of 2018/19 – 2022/23;
- (b) Management of NCRST Documents and Records, associated Process Documents and associated Templates;
- (c) The updated Terms of Reference for the Executive Management Committee;
- (d) The Governance and Individual Performance Agreements for the Commissioners; and,
- (e) Draft Annual Financial Statements 2017/18.

2.3.2 Foundation for Research, Science and Technology

The Foundation for Research, Science and Technology (the “Foundation”) whose functions are as specified in the rules of the Commission, is established in terms of section 13 (4) of the Research Science and Technology Act 23 of 2004 (the “Act”). The Foundation shall consist of seven members elected by the Commission from their number to serve on an annual basis, or longer period as the Minister may determine on recommendation of the Commission.

The Foundation will have the following powers and functions:

- To advise the Commission on formulating national policies and strategies on Research, Science, Technology and Innovation;
- To oversee the development of the National Research, Science, Technology and Innovation Programme and monitor its implementation as provided for in section 18 of the Act;
- To oversee and approve the allocation of resources necessary to advance and implement the National Research, Science, Technology and Innovation Programme;
- To guide the allocation of the resources necessary to advance strategic regional and international collaborations in the field of Research, Science, Technology and Innovation;
- To evaluate and approve grants for research and innovation;
- To actively pursue international collaboration and funding opportunities for collaborative research; and,
- To ensure that Intellectual Property Rights (IPR) issues emanating from publicly funded research, are handled in a fair and equitable manner in line with section 33 of the Act.

During the period under review, the Foundation on RST held one (1) ordinary meeting as indicated below.

Meeting Type	Date
Ordinary	11 June 2018

The FRST duly considered the following and recommended for approval by the Commission:

- (a) The National Science, Technology and Innovation Policy (NSTIP); and,
- (b) The National Programme for Science, Technology and Innovation (NPSTI).

2.3.3 Finance and Audit Committee

The primary purpose of this committee is to assist the Commission in discharging its duties relating to the safeguarding of assets, the operation of adequate systems, control processes and the preparation of accurate financial reporting, state of compliance with

all applicable legal requirements, and accounting standards and risk management.

During the period under review, the Finance and Audit Committee held two (2) ordinary meeting as indicated below.

Meeting Type	Date
Ordinary	07 June 2018
Ordinary	13 November 2018

The following items were considered by the Finance and Audit Committee and recommended to the Commission for approval:

- (a) The Resource Mobilisation Policy and Process Document; and,
- (b) The Annual Financial Statements.

and provide advice on such policies to the Commission; and,

- (b) To initiate and oversee the formulation and review of all HR-related policies and recommend to the Commission for approval with due consideration of guidelines contained in the Labour Act, 2007 and State-Owned Enterprises Governance Act, 2006 (SOE Act) where appropriate.

2.3.4 Human Resources and Remuneration Committee

This committee's major duties are:

- (a) To oversee compliance with HR-related policies

During the period under review, the Human Resources Committee held two (2) ordinary meetings as indicated below.

Meeting Type	Date
Ordinary	04 June 2018
Ordinary	12 November 2018



The HR Committee considered and recommended the following to the Commission for approval:

- (a) The NCRST Leave Policy;
- (b) Graduate Development Programme Policy; and,
- (c) Disciplinary and Grievance Policy.

2.3.5 Biosafety Council

The Commission established the Biosafety Council in terms of section 5 of the Biosafety Act, 2006 (Act No 7 of 2006) and section 19 (1) of the Research, Science and Technology Act (Act No 23 of 2004) in 2014 for a period of three (3) years. The Biosafety Council was reappointed in February 2018 for another three (3) year term.

The objectives of the Biosafety Act are:

- (a) to introduce a system and procedures approach for the regulation of genetically – modified-organisms in Namibia, in order to provide an adequate level of protection to the conservation and sustainable use of biological diversity, taking into account:
 - (i) potential risks to the health and safety of humans and potential harmful consequences to the environment that could be posed by genetically-modified-organisms or genetically-modified-products; and,
 - (ii) social, cultural, ethical and economic considerations:

Provided that lack of scientific knowledge due to insufficient relevant scientific information or scientific consensus should not be interpreted as indicating a particular level of risk, or absence of risk, or an acceptable risk; and,

- (b) to provide a framework for responsible research, development and the use of genetic engineering and to manage the potential risks posed by, or as a result of, gene technology by regulating activities involving the development, production, use, import, export, transport, release into the environment, marketing and other uses of genetically-modified-organisms and genetically-modified-products.

The composition of the Biosafety Council is prescribed in terms of section 6 of the Biosafety Act, 2006:

- a) Environmental issues, including environmental assessment;
- b) Public health issues, including food hygiene and food safety;
- c) Animal health and welfare or other related agricultural issues;
- d) Molecular Biology;
- e) Law;
- f) Research, Science and Technology; and,
- g) Trade and Economy.



Biosafety Council Members:



Dr Ronnie Bock
Chairperson



Prof. Martha Kandawa-Schulz
Deputy Chairperson



Dr Herbert Schneider
Member



Mr Marthin K. Kasaona
Member



Mr Etuna Josua
Member



Mr Jakobs Benjamin
Member



Dr Caroline !Garus-Oas
Member

During the period under review, the Biosafety Council held four (4) ordinary meetings as indicated below.

Meeting Type	Date
Ordinary	16 July 2018
Ordinary	19 September 2018
Ordinary	05 December 2018
Ordinary	04 February 2019

During the period under review, the Biosafety Council revised its Annual Work Plan for 2018/19 to reflect the work of the Council and its outstanding activities. The Council finalised the drafting of administrative procedures, guidelines and forms for the implementation of the Biosafety Act, 2006. This

was submitted to the Commission for approval in the year under review. The Biosafety Framework Implementation was further improved to include budgeted activities, capacity-building initiatives and the operations of the Biosafety Council.



2.3.6 National Indigenous Knowledge Systems Council (NIKSC)

The establishment of the National Indigenous Knowledge Systems Council (NIKSC) draws its mandate from section 19 of the Research, Science and Technology Act, 2004 (Act No 23 of 2004) which states that *“the Commission, from time to time in the prescribed manner and after consultation with the Minister, may establish one or more councils in the Research, Science and Technology sector to perform such functions as prescribed and as may be assigned to it by the Commission. A council performs its functions under the supervision of the Commission.”*

The NIKSC was first established in 2014 for a period of three (3) years and upon the expiry of the term of the Council the appointment of members to serve on the Council were recommended to the Commissioners for further approval from the line Ministry. The Council, however, could not be established due to budgetary constraints.

The main objective of the NIKSC, whilst in existence, was to facilitate the development of a National Agenda related to Indigenous Knowledge in all related sectors. This may include the development of National IKS policy in order to: provide a strategic direction on matters related to IK, e.g., ethics in IK research, identify IK activities relevant to Namibia, promote IK research and development, and gather Namibian IK-related material.

The NIKSC consisted of five members appointed by the Commissioners with prior approval by the Minister. The appointed members represent the following fields or sectors: (a) Culture, (b) Health, (c) Natural Sciences, (d) Social Sciences, and (e) Law.

Towards the end of its term the NIKSC finalised the Draft National Indigenous Knowledge Systems Policy for recommendation to the Commissioners.

2.3.7 National Space Science Council (NSSC)

The establishment of the NSSC draws its mandate from section 19 of the Research, Science and Technology Act No 23 of 2004 which states that *“the Commission, from time to time in the prescribed manner and after consultation with the Minister, may establish one or more councils in the Research, Science and Technology sector to perform such functions as prescribed and as may be assigned to it by the Commission. A council performs its functions under the supervision of the Commission.”*

The main objective is to facilitate the development of a national agenda related to Space Science in all sectors. This may include national space policy development, provision of a strategic direction on matters related to Space Science (e.g., ethics in Space Science Research), identification of space activities relevant to Namibia, and the promotion of Space Research and Development.

Members expected to serve on NSSC should be persons bringing skills or experience in the following fields:

- a. Astronomy and Astronautics;
- b. Engineering;
- c. Environmental Sciences;
- d. Information Technology;
- e. Law; and,
- f. Defence Force.

Members of National Space Science Council were first appointed in 2015, and others in 2016 to serve for a period of three (3) years, until 2018 and 2019 respectively. The reappointment and appointment of members were recommended to the Commissioners, for further submission for approval to the line Ministry, however, the re-establishment of the Council could not be realised due to budgetary constraints, therefore, during the period under review there was no duly constituted Council and as result, no meetings held.

Towards the end of its term the NSSC finalised the Draft Space Science Policy which was submitted to the Ministry for approval.

3 MANAGEMENT AND **SUPPORT STRUCTURE**

3.1 Executive Management

The CEO and the Executive Management members guide the strategic and policy direction of the NCRST.



Ms Enid Keramen
Acting CEO



Dr Diina Shuuluka resigned on 30.09.2018
GM: Research, Science, Technology and Innovation
Coordination and Support



Mr Vincent !Nowaseb
GM: Innovation and
Technology Development
(National Facilities)



Ms Albertina Ngurare
GM: Business Support
Services



Ms Maria Andimba (Acting) resigned
on 31.05.2018
Head: Legal Advice and
Company Secretariat



Mr Abel Abel
Head: Internal Audit



Mr Ockert Jansen resigned on 31.05.2018
Head: Corporate
Communication and Marketing



Mr Matheus Shikongo
Head: Quality Assurance and
Operational Excellence

3.2 Office of the CEO

The CEO is responsible for implementing the strategy set by the Commission, whilst also exercising specific supervisory roles of the divisions within the CEO's

Office, namely: Internal Audit, Legal Advice and Company Secretariat, Quality Assurance and Operational Excellence, Corporate Communication and Marketing Functions. These divisions are managed by the Heads.



Ms Enid Keramen
Acting CEO



Ms Maria Andimba (Acting) resigned on 31.05.2018
Head: Legal Advice and Company Secretariat



Mr Abel Abel
Head: Internal Audit



Mr Ockert Jansen resigned on 31.05.2018
Head: Corporate
Communication and Marketing



Mr Matheus Shikongo
Head: Quality Assurance and Operational
Excellence

3.2.1 Internal Audit

Internal Auditing is an independent, objective assurance and consulting activity that is guided by a philosophy of adding value to improve the operations of the NCRST.

3.2.2 Legal Advice and Company Secretariat

This unit provides for complete legal services as well as secretariat services to the NCRST Commissioners, its Committees, Councils and Management.

3.2.3 Quality Assurance and Operational Excellence

Quality Assurance and Operational Excellence is tasked to develop Quality Management Systems and provide support and services to other Departments/Divisions/Units in order to ensure superior organisational effectiveness, efficiency and consistency in achieving set objectives throughout the NCRST.

3.2.4 Corporate Communications and Marketing

The Corporate Communications and Marketing department is tasked to position the NCRST, both internally and externally, as an effective and valuable driver of RSTI in Namibia by establishing key communications and marketing avenues that will optimally serve the NCRST image and standing both in the eyes of our customers and stakeholders within the RSTI funnel, as well as the eyes of the public, and by leveraging possibilities of maximum positive impact.

3.3 Research, Science Technology and Innovation Coordination and Support (RSTICS)

The RSTICS department has four divisions, namely:

- Policies, and Council Services,
- Resource Mobilisation and Grant Management,
- Knowledge Management and Intellectual Property Coordination,
- Human and Institutional Development, and Science and Technology Promotion.

Through these divisions the department serves:

- to manage and develop Research, Science, Technology and Innovation [RSTI] policy, regulations and strategy;
- to develop national research programmes, implementation plans and indicators, and to monitor their implementation and registration;
- to implement and maintain the National STI Information Management System;
- to develop funding instruments for RSTI Programmes and to provide grant management services in support of socio-economic development;
- to manage the development of platforms for knowledge management;
- to provide support to researchers and innovators on issues of intellectual property rights, and facilitate the transfer of RSTI outputs to industry, doing so with dedication, efficiency and professionalism;
- to create and deepen Research, Science, Technology and Innovation (RSTI) awareness in Namibia;
- to recognise outstanding contributions made to RSTI in Namibia; and,
- to identify the gaps in terms of Science, Technology and Innovation in human and institutional resources, and develop programmes to address these gaps.



Vacant. Acting GM: Ms Angelique
Philander since - 16.11.2018
**GM: Research, Science,
Technology and Innovation
Coordination and Support**



**Vacant. Manager: Resource
Mobilisation and Grant
Management**



Mr Gernot Piepmeyer
**Manager: Policies and Council
Services**



Ms Angelique Philander
**Manager: Human and
Institutional Development,
Science and Technology
Promotion**



Mr Moses Moses
**Manager: Knowledge
Management and Intellectual
Property Coordination**

3.4 Innovation and Technology Development (Management of National Facilities) Department (ITD)

The ITD department has four divisions, namely, Innovation and Industrial Research, Natural Science Research, Biotechnology and Human Science Research. Through these divisions the department serves:

- to ensure effective regulatory services for activities that involve research, development, production, marketing, transport, application, and other uses

of Genetically Modified Organisms (GMOs), and facilitate national policies, strategies and programmes on biotechnology and biosafety;

- to create and manage platforms that promote and develop innovation, spin-offs, and value-addition research and technology transfer; and,
- to coordinate research on new scientific and technological trends in order to support the implementation of the National Programme on Research, Science, Technology & Innovation, as well as other related regulatory frameworks.





Mr Vincent !Nowaseb
**GM: Innovation and
Technology Development
(National Facilities)**



Ms Lovisa Kambonde
**Manager: Innovation and
Industrial Research**



Ms Hilya Shikongo
**Manager: Natural Sciences
Research**

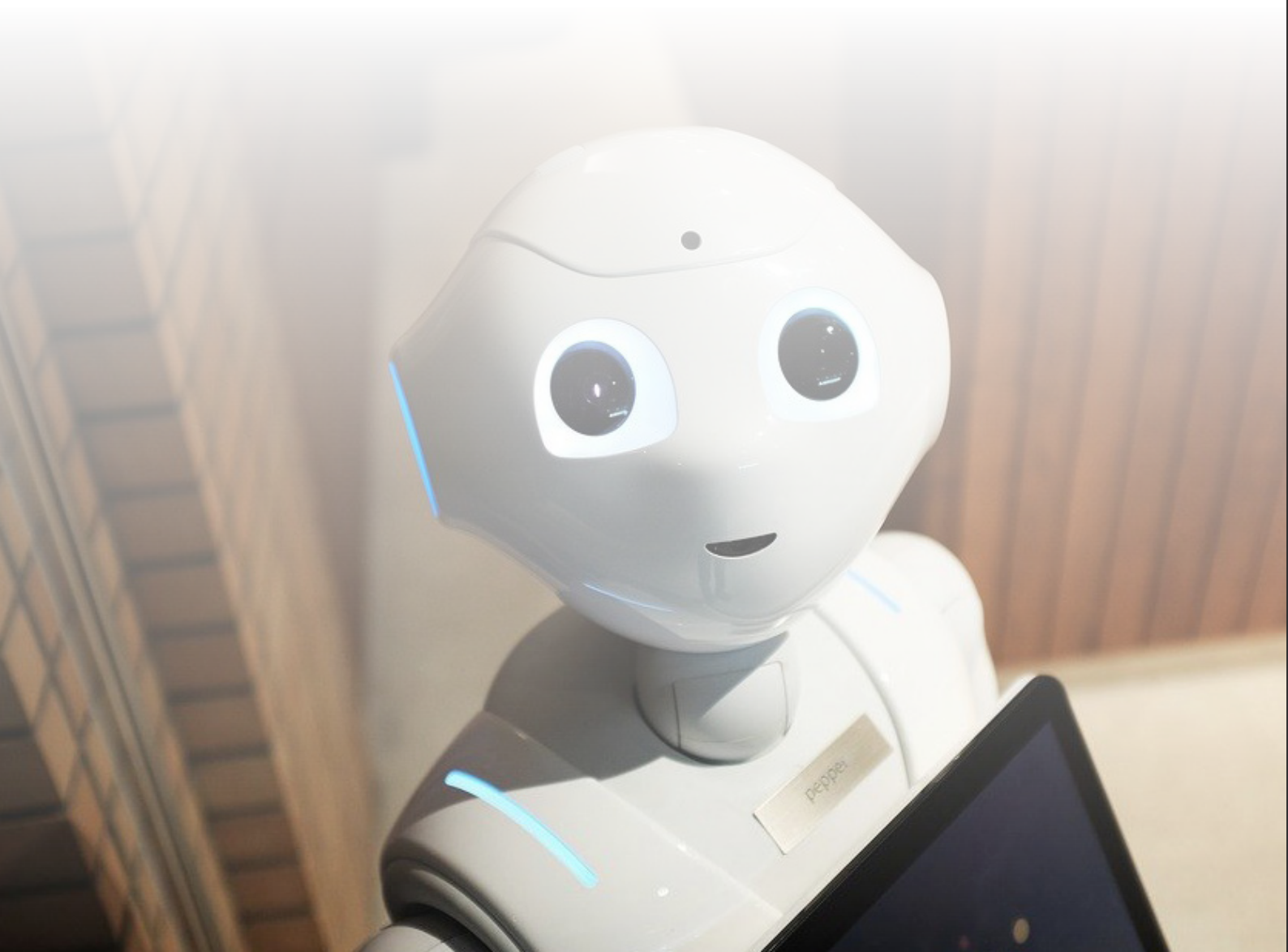


Mr Paulus Mungeyi
Manager: Biotechnology

3.5 Business Support Services Department

The services are provided through the four divisions, namely, Corporate Finance, Fund Management and Investments, Human Resources and Organisational Development, and Information and Communications Technology (ICT). Through these divisions the department serves:

- to provide the required finance administration, estate and fleet logistical support services to the Commission;
- to manage and provide accurate and timely information about the Fund's financial position,
- to develop and coordinate fund framework (mobilisation) and to ensure appropriate investment opportunities;
- to deliver strategic human resources programmes, services, and technologies to build a talented, diverse, engaged and productive workforce in support of the corporate strategy; and,
- to provide strong, flexible, efficient, and secure ICT services enabling the NCRST and its stakeholders to meet the needs of the NCRST's Vision.





Ms Albertina Ngurare
GM: Business Support



Mr Simon Nghipangwa
Manager: Corporate Finance



Ms. Saima Neke
(resigned 21.02.2019)
**Manager: Fund Management
and Investments**



Ms Johanna T.M. Hatutale
**Manager: Human Resources
and Organisational
Development**



Mr Kevin Fisch
Manager: ICT

PART II:
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The NCRST measures its success in terms of the implementation of its mandate by gauging the implementation of key strategic initiatives that are

aimed at achieving the set strategic objectives. For the period under review, the NCRST recorded several successes as indicated below:

4 STAKEHOLDER AND CUSTOMER SATISFACTION

The NCRST has been created to serve customers and to keep stakeholders engaged in furthering RSTI in Namibia for Namibia. With that in mind, the NCRST has been dedicating improvement efforts to all processes that involve both internal and external stakeholders, and customers, in order to meet service and efficiency standards. Hence, it has become tradition that after every event, workshop, conference, etc., satisfaction surveys are administered to participants to provide feedback to the NCRST. The feedback is assessed, and corrective actions are put in place.

The NCRST has provided feedback on questions asked by a concerned stakeholder on the role of the NCRST. One example was when the question was asked on the NBC Oshiwambo Radio Service and arrangements were made to have an NCRST representative respond to the query on the call-in programme.

The NCRST was able to attend to the needs of the internal and external stakeholders and customers by ensuring the following:

- Improved Fund reporting and access to financial information; and,
- Clean Statutory Audit 2018/19.



5 FUNDING, RESOURCE MOBILISATION AND GRANT MANAGEMENT

The NCRST has endeavoured to supplement diminishing Government funding by implementing resource mobilisation initiatives as follows:

A Resource Mobilisation committee has been established in line with the Resource Mobilisation Policy to spearhead the resource mobilisation efforts.

5.1 Innovation Fostering Service Fees

- Mobilised N\$189,197.00 from the FNB Foundation Board toward prize money for FemBioBiz II winners, as well as three pebble computers (to the value of N\$30,000) from GIZ.
 - Mobilised N\$281,880 from SANBio to implement the FemBioBiz II Programme.
 - Mobilised financial support to the value of US\$21,300.00 (N\$313,536.00 at current exchange rate) from HIVOs and N\$693,849.00 from GIZ towards the National Innovation Challenge for Women (NICW)/FemBioBiz III Programme.

5.2 Research Registration Service Fees

The NCRST developed and maintained the Research Registration Services. The registration of research institutes and monitoring of research and related activities form part of NCRST's core mandates as stated under section 20 and 21 of the RST Act No. 23 of 2004 and part 3, section 9 of the RST Regulations of 2011. Before any type of research is conducted, a written authorisation must be given in terms of section 21(a) of the RST Act.

The implementation of research registration services has yielded the following results:

- 265 applications for research registration were processed since 2017 - 2018;
- 89 research permits were issued for non-Namibian-based research institutes and researchers;
- 176 research authorisations were issued for Namibian-based researchers;

- 17 research institutes have registered with NCRST and were granted with research certificates; and,
- More than N\$648,000.00 revenue was generated from research registration services to date.

Furthermore, NCRST continued to develop and coordinate funding requirements, and manage funds and investments, ensuring the sustainability of the RSTI Fund. Several achievements were recorded:

- About N\$1.5 million was mobilised during the year;
- Improved Government grant disbursements – smooth processing and releasing of funds drawdown requests by Treasury; and,
- Prepared quarterly reports to line Ministry as per Treasury directives.

5.3 Funds Mobilised from Memorandum of Understanding

NCRST, in partnership with Fundo Nacional de Investigação (FNI) of Mozambique, mobilised US\$100,000.00 towards the implementation of collaboration agreements between Namibia and Mozambique. Funds were mobilised through the Science Granting Council Initiative (SGCI), which is a five-pronged initiatives aimed at strengthening partnerships of Science Granting Councils (SGCs) in Sub-Saharan Africa (SSA) to support research and foster evidence-based policies that will contribute to economic and social development. The Collaborative Grants Initiative (CGI) is implemented by the African Centre for Technology Studies (ACTS) in collaboration with the Science, Technology, and Innovation Policy Research Organisation (STIPRO). The mobilised funds were shared on a 50/50 basis by the UNAM and IIAM. NCRST and FNI contributed N\$50,000.00 each towards the implementation of the collaborative agreement.

5.4 Local Company Sponsorships

- ASP sponsorships from local companies; and,
- Public lecture sponsorships from local companies.

6 COST REDUCTION/SAVING

In line with the Government's cost-saving directives, the NCRST implemented an Activity-based Budgeting approach to execute cost-saving measures.

The following results have been achieved:

- Minimised administrative cost; and,
- Improved cashflow management.

7 NETWORKING AND ENGAGEMENT

7.1 Ninth COP-MOP El-Sheikh, Egypt, 17 - 29 November 2018

The NCRST administers the Biosafety Act, 2006 (Act No. 7 of 2006) and serves as the competent national authority under the Cartagena Protocol on Biosafety.

The Conference of the Parties serving as the Meeting of the Parties to the Protocol (COP-MOP) meets every two years in conjunction with the regular meetings of the Conference of the Parties (COP) to the Convention on Biological Diversity. The protocol held its ninth meeting in Sharm El-Sheikh, Egypt, 17 - 29 November 2018. At this meeting, Namibia was represented by three representatives, two Biosafety Council members (Prof. Martha Kandawa-Schulz and Dr Ronnie Bock) and Ms Lavinia Bongo from the Biosafety Secretariat.

Critical issues covered by the meeting include, among others;

- 1) The preparation for the follow-up to the Strategic Plan for Biodiversity 2011 - 2020;
- 2) The Strategic Plan for the Cartagena Protocol on Biosafety 2011 - 2020; and,
- 3) The Nagoya-Kuala Lumpur Supplementary Protocol on Liability and Redress.

7.2 KTH Royal Institute of Technology

The NCRST signed an MoU with KTH Royal Institute of Technology in March 2018, aimed at supporting scientific collaboration in common student projects and joint research training initiatives. As part of the MoU's action plan, the NCRST facilitated the attainment of contracts for mahangu processing personnel in Windhoek as well as in the North for two Master's students from the KTH Royal Institute of

Technology. The students have successfully finalised their research work on mahangu processing and copies of their theses were sent to the NCRST.

7.3 AMTA/NCRST Joint Funding Call

The NCRST & AMTA are jointly funding a research study aimed at evaluating post-harvest losses of grain during storage at the government silos within the study period (2018 - 2019). This study was carried out at the grain storage facilities managed by AMTA. A portion of the sponsored N\$62,000.00 was used by the students to carry out the research. The BSc students submitted their mini-thesis reports based on secondary data collected, while the MSc student is continuing with the research in 2019.

7.4 United Nations Population Fund (UNFPA)

The NCRST and UNFPA entered an MoU with cooperation areas into linking innovation to gender-based violence (GBV), HIV and Aids. Efforts have been aggregated into the formation of a digital platform on GBV.

7.5 Fundo Nacional de Investigaç o (FNI) of Mozambique

As part of implementing the MoU between the National Commission on Research, Science and Technology (NCRST) and the Fundo Nacional de Investigaç o (FNI) of Mozambique, the consortium noted the following achievements:

- JTC meeting held;
- A joint research call in the area of agriculture with a focus on agro-processing issued;

- A joint review and evaluation of the proposals concluded, and grant awarded to a joint project titled “Underutilised Fruits and Plants for enhancing Nutritional quality in Namibia and Mozambique”. The project is jointly executed by the University of Namibia and the Instituto de Investigação Agrária de Moçambique (IIAM) for a period of one year;
- Collaborative research grant agreement between the funder and the grant recipients finalised;
- Inception meeting and fund disbursement to the grantee finalised; and,
- First Monitoring, Evaluation and Learning (MEL) concluded.

7.6 Ministry of Environment and Tourism (MET)

The NCRST in collaboration with the Ministry of Environment and Tourism (MET) with the supports of its Biodiversity Management and Climate Change (BMCC) II Project, hosted a stakeholder’s engagement under the theme: Climate Change, Food Security and GMO. The main objectives of the engagement were to strengthen institutional synergies; create awareness and share knowledge on the impacts of climate change on food security and to provide a platform for knowledge exchange amongst stakeholders including research professionals from universities, research centres, policymakers, the agricultural sector and civil society. Discussions focused on Namibia’s environmental capacity to support adequate food production amidst the impacts of climate change. Specific attention was directed at the use of genetically-modified-organisms (GMOs) as a potential solution to climate change, as far as food production is concerned.

7.7 National Students Research Symposium (NSRS)

The NCRST in partnership with MHETI, NUST and IUM hosted the 1st National Students Research Symposium (NSRS) which took place in Windhoek from the 18 – 19 October 2018. The NSRS is an annual event that focuses on Research and Development. The theme for the 2018 National Student’s Research Symposium was “Sharing Knowledge, Nurturing People”. The objectives of the NSRS were to immerse Namibian students into a culture of scientific research and consequently, increase the number of students participating in research activities. Additionally, the symposium was geared to prepare students for entry into the world of employment and equip them with the appropriate research skills and knowledge, which will enable them to pragmatically solve problems in their communities.

Approximately 100 people attended the symposium. Majority of the attendees were Namibians; however, some SADC countries were represented as well. Over 20 students presented their research undertakings, whilst over 15 students had poster displays about their research verdicts at large. In a bid to encourage participants in sharing their research findings, the NCRST sponsored awards (laptops, iPads and hard drives) to the best projects in the two categories judged by external and independent judges. The event is set to be hosted annually with more participation expected, including the private sector.

7.8 International Conference on Solar Power Systems for Namibia (SPSN18)

NCRST provided sponsorship toward the International Conference on Solar Power Systems



for Namibia (SPSN18) organised by the University of Namibia in collaboration with other partners from 16 – 18 May 2018. The main objectives of the conference were to create awareness, share and gain the latest knowledge and development trends on solar energy systems, discuss the implementation of cost recovery systems, educate high school teachers on the use of solar energy systems for economic and social development, and design, construct and test simple solar thermal systems.

7.9 HESS

To implement the HESS agreement, the NCRST through the Ministry of Higher Education, supported by the Ministry of Home Affairs and Immigration as well as the Ministry of Finance, facilitated about

27 visas for researchers working at the project. The NCRST further facilitated the importation of about €29,20200 worth of project equipment aimed for capacity building, and research and development at the HESS Project.

7.10 Development of a Coherent National Sustainable Bioeconomy Strategy

NCRST, together with focus groups from different sectors in Namibia, has been facilitating the development of a draft Bioeconomy Strategy which will set the scene for implementing national programmes and initiatives that will support innovation in the biotechnology field and other bioeconomy-related sectors.



8 RSTI AWARENESS ACTIVITIES COORDINATION

- Participated at the start-up festival held in Otjiwarongo on 30 March 2019 and created awareness on the National Innovation Challenge for Women as well as the Innovation Quick Cycle;
- Participated in the SA Innovation Summit, held from 12 - 14 September 2018. At this regional event, the FemBioBiz II national winners pitched their innovations, as well as networked with potential investors;
- Participated at the start-up festival held 28 - 30 June 2018. The NCRST used the platform to disseminate and scout for entrepreneurs for recruitment into several innovation platforms; and,
- Co-organised and participated at the National Annual Innovation conference held from 26 - 28 September 2018. The National Annual Innovation conference is a national platform for constructive engagement and cooperation among the innovation stakeholders, including research professionals from universities and research centres, policymakers, production sector (industry, agriculture and service) and civil society took place.
- **Contribution to Goethe Institute Science Week**
The aim is to showcase the importance of science, technology and innovation to national development. The Science Week brings together the scientific and innovation community to educate and excite the next generation about STI.

Science Week is organised by Goethe Institute and Ministry of Mines and Energy (MME) with the support of the Ministry of Education, Arts and Culture (MEAC), UNESCO Windhoek Office, Namibian National Commission for UNESCO (NATCOM), National Commission on Research Science & Technology (NCRST), Namibia Scientific Society (NSS), Namibia University of Science & Technology (NUST), University of Namibia (UNAM), and World Food Programme (WFP).

The Science Week took place from 1 - 4 October 2018 at Ministry of Mines and Energy, Windhoek. The programme of the NSRS included oral presentations, poster presentations and project demonstrations.

The NCRST participated by conducting hands-on science workshops and demonstrations.

- **Contribution to Student Research Symposium**
The National Student Research Symposium (NSRS) is an annual event aimed at nurturing the potential of upcoming researchers. The event targets mainly student researchers doing Master's and PhD research, though undergraduates and seasoned researchers are welcome to participate. NSRS is hosted as a collaboration between the MHETI, NCRST, NUST, UNAM and IUM. NSRS 2018 was hosted on 19 - 20 October 2018. The next symposium is planned to take place from 2 - 3 October 2019.

- **Hosting of ASP**
The Africa School of Fundamental Physics (ASP) is a biannual event, that is aimed at increasing capacity development in fundamental physics and related applications in Africa. The event takes place every second year in different countries in Africa.

The 5th edition of the ASP took place in Windhoek, Namibia from 24 June 2018 to 14 July 2018. The school is based on an interplay between theoretical, experimental and applied physics.

The ASP Programme consisted of different components that included the university student programme, high school science teachers' programme, high school pupils' programme (outreach), and the physics conference for professional physicists and decision-makers.

In total the ASP 2018 participation was as follows:

- University students (physics): 71 students participated, of which 12 were Namibian students;
- Physics conference: 66 physicists attended, in addition to the physics lecturers that participated/assisted with the ASP 2018;
- High school visits (outreach): more than 1 500 pupils participated from 39 high schools in Khomas Region; and,
- High school teachers: 62 teachers from all the regions.

- ***Public Lecture***

Public lecture is an initiative by the NCRST for public engagement and awareness on current key issues in the country.

On 14 March 2019, the NCRST hosted a public lecture at the Namibia Scientific Society. The presentation was by Prof. Habauka Kwaambwa (Associate Professor, NUST) on "Evaluation of antibacterial properties of Moringa species found in South Africa and Namibia and the development of seed bios and filters."

The aim of the project was to evaluate the suitability of Moringa plants as a source of antimicrobial compounds, and as a bio-sand filter for the removal of microbial pathogens in water. The research involved evaluating the antimicrobial activity of leaves, fresh pods, flowers, seeds and roots of Moringa species against bacterial strains, and developing a new technology of water and wastewater treatment that eliminates the use of chemicals, is fully sustainable, cheap and easy-to-use for rural communities.

The NCRST conducted outreach activities to schools in order to popularise science and technology. These events took place throughout 2018.

- a) Provided technical support to the Namibia Correctional Service (NCS) on the alignment of their Internal Research Ethics Committee Guidelines to the National Guidelines; and,
- b) Members of the Internal Research Review Committee (IRRC) are taken through the research registration process flow-chart for the purpose of making them understand how it works from the application to the issuance of a Research Permit/Certificate.

A Joint Researchers' Workshop was held from 24 - 25 January 2019 in Pretoria, South Africa. The workshop was attended by researchers from both South Africa and Namibia who received funding in the fourth (4th) SA-Namibia Call, as well as postgraduate students from local institutions, representatives from the NRF and NCRST, and representatives from the ministries of Science and Technology from both countries. Representatives from agencies responsible for intellectual property and supporting technological innovation were also invited to advise researchers on how they can elevate their research to the level of commercialisation.

- **Biosafety Clearing House (BCH III) Training:**

The United Nations Environment Programme (UNEP) – Global Environment Facility (GEF) and NCRST hosted the second national Biosafety Clearing House (BCH) Training held, 25 - 26 March 2018. The workshops involved key stakeholders.

Objectives of the Event:

To provide participants with a clear understanding of the format of BCH records, as well as the procedures for registering and publishing biosafety-related decisions.

- The NCRST together with the Ministry of Environment and Tourism and GIZ hosted a workshop on Climate Change and Food Security in Namibia: Challenges and Solutions, on 26 February 2019.

Objectives of the Event:

- To strengthen institutional collaborations;
- Create awareness and share knowledge on the impacts of climate change on food security; and,
- To provide for an expert panel discussion on how GMO crop production and importation responds to the impacts of climate change and food security in Namibia.
- The overall objective was to establish a platform of knowledge exchange amongst stakeholders, including research professionals from

universities, research centres, policymakers, the agricultural sector and civil society. The workshop focused on Namibia's environmental capacity to support adequate food production amidst the impacts of climate change. Specific attention was directed at the use of genetically-modified-organisms (GMOs) as a potential solution to climate change as far as food production is concerned.

9 RSTI OUTPUTS

The division is in the process of developing a Namibia Journal for Research, Science and Technology. An Editorial Committee has been established with relevant internal and external stakeholders in order to publish the journal which stems from the National Research Symposium held in 2016.

The Monitoring and Evaluation (M&E) for Research and Innovation grants aids NCRST in efficiently steering funded projects towards value-added results, providing evidence, and whether project outputs and outcomes have been attained. The first youth innovation report was completed after a rigorous M&E exercise.



10 PARTNERSHIP FRAMEWORKS

The NCRST facilitated the development, signing and implementation of the following Memorandums of Understanding (MoUs):

Agreement Parties	Mandate
NCRST and Environmental Investment Fund (EIF)	<p>The parties agreed to cooperate in the following areas: establish joint infrastructure including Climate Technology Innovation and Incubation Centre(s); establish joint funding programmes for conducting research in climate change adaptation, mitigation and sustainable land management in Namibia; jointly fund environmental research and training through bursaries and scholarships in environment related area; jointly fund innovation programmes that are aimed at the development of products and services that improve climate change adaptation and mitigation, as well as sustainable land management in Namibia; facilitate joint workshops, seminars and conferences on climate change and sustainable land management; capacity building in climate change and sustainable land management; and jointly mobilise resources to fund initiatives identified by the parties.</p>
NCRST and Fundo Nacional de Investigação (FNI) of Mozambique and ACTS	<p>New Project Partnerships formed – (NCRST – ACTS & FNI Funding Agreement - US\$50,000.00 mobilised)</p> <p>Following the signing of the Memorandum of Understanding between NCRST and FNI in 2017, the parties finalised the implementation plan for the execution of the joint agreement.</p> <p>The National Commission on Research, Science and Technology (NCRST) of Namibia and The Fundo Nacional de Investigação (FNI) Mozambique supported by Theme 3 of the Science Granting Council Initiative (SGCI) launched Joint Research Projects on agro-processing. The programme is aimed at the implementation of joint research projects between Namibia and Mozambique Researchers affiliated to institutions at a recognised public or private university, research institution or science council.</p> <p>Joint research proposals were submitted in the area of agriculture specifically in the field of agro-processing with the overall aim to find solutions to transform agricultural raw material to final value-added products.</p>
NCRST and Regional Agricultural and Environmental Innovations Network-Africa (RAEIN- AFRICA).	<p>The parties agreed to cooperate with each other in the following areas:</p> <ul style="list-style-type: none"> (i) Capacity-building in the areas of Biotechnology, Biosafety, Access and Benefit Sharing, and Climate Change; (ii) Joint support for innovation activities, including innovation brokering; (iii) Support for Science, Technology and Innovation (STI) infrastructure development; (iv) Facilitate joint workshops, seminars and conferences on Science, Technology, Innovation and Society; and, (v) Jointly mobilise resources to fund initiatives identified under this MoU or in other common interest focus areas as may be determined by both parties in writing.

11 ACCESS TO RSTI INFRASTRUCTURE

11.1 Innovation Quick Cycle (Innovation Fostering Platform)

Innovation Quick Cycle is a platform where innovators pitch their ideas to a forum of internal and external personnel and specialised advice is then provided as feedback. In 2018, the Business Intellectual Property Authority (BIPA) of Namibia came on board for intellectual property and general business registration advice. Two Quick Cycles were held and ten innovators pitched their ideas at the first Quick Cycle held on 26 April 2018, while three innovators pitched at the second Quick Cycle held on 07 June 2018, and a further six innovators were assisted as walk-ins.

- 19 innovators have been assisted with their business models in collaboration with BIPA (which served as our expert on IP). Out of the 19, 16 were males and three were females. Five innovators assisted were at the ideation level, while 14 had business that are registered.
- Three of the five innovators at ideation level returned to pitch their refined business, ready for commercialisation.
- The businesses of the remaining 14, were already at TRL 3 – 6 and were provided with key links and refinement for their business models.

11.2 FemBioBiz Programme

The FemBioBiz Programme is a platform for shared biosciences research, development and innovation, addressing health and nutritional issues of Southern Africa. The initiative is aimed at supporting deal-making and business acceleration in the biosciences arena and creating a peer-to-peer network among female bio-entrepreneurs. In FemBioBiz II, 22 applicants out of 44 were selected and participated in Phase 1 training. Phase I training comprised of the Business Model Canvas (BMC) and subsequent pitching. On 23 May 2018, the participants pitched their business ideas and 15 winners were selected

to proceed to Phase 2. In Phase 2, participants were capacitated in various business concepts such as business strategy, value proposition, market segmentation, financial planning and projections, marketing and branding, intellectual property, as well as regulatory standards. Four (4) in-country (national) winners selected; **AquaGreens Namibia cc** (N\$80,000.00 and a pebble computer sponsored by GIZ), **N T Okawa Trading cc** (N\$60,000.00 and a pebble computer sponsored by GIZ), **Kuti Oil cc** (N\$40,000.00 and a pebble computer sponsored by GIZ) & **Fluffy Mallows cc** (N\$20,000.00).

The FNB Foundation Board sponsored an amount of N\$189,197.00 towards prize money for the programme. The four national winners competed in the regional competition held in SA in September 2018.

Following the completion of FemBioBiz II, the NCRST partnered with Hivos and GIZ (on behalf of the German Government) and rebranded the FemBioBiz Programme into the National Innovation Challenge for Women/FemBioBiz III Programme. The thematic areas were also expanded from just nutrition and cosmetics to agri-food, nutrition, health, ICT/tech, waste (upcycling), cosmetics and better agriculture services. Hivos availed financial support to the value of US\$21,300.00 (N\$313,536.00 at the current exchange rate), while GIZ pledged an amount of N\$693,849.00 towards the programme.

11.3 Southern Africa Start-up Awards (SASAWards)

Southern Africa Start-up Awards (SASAWards) is part of the Global Start-up Awards, providing an annual spotlight on those who dare to dream big and shape the way our future will look. The SASAWards bring together amazing ideas and the best talent from seven regions and more than 50 countries across the globe to celebrate entrepreneurial spirit and start-ups.

The competition process for identifying the winners involves all aspects of a start-up ecosystem by using a network of local ambassadors, country partners, national jury members, international jury members from entire globe, as well as key advisors, including top investors, political stakeholders, founders and community builders.

NCRST took part in the selection process for SASAwards national winners and contributed N\$60,000.00 towards national winners' travel and accommodation costs to attend the SASA regional event in Cape Town. One of Namibia's representatives, Solve Namibia, won the Best Water Crisis Management Solution at the global start up awards in Southern Africa.

11.4 National Annual Innovation Conference

The National Annual Innovation conference, a national platform for constructive engagement and cooperation among the innovation stakeholders, including research professionals from universities and research centres, policymakers, production sector (industry, agriculture and service) and civil society, took place from 26 – 28 September 2018. The NCRST formed part of the Organising Committee and facilitated several sessions.

11.5 SAIS II Programme

The SAIS II Programme is aimed at enhancing regional innovation cooperation and national innovation systems contributing to inclusive business and development.

- The first SAIS II 1st Innovation Call for Proposals selected 13 successful projects for funding, and signed individual award agreements in December 2018. From Namibia, Dololo Operations (Pty) Ltd was awarded the grant for the DoloLearn project.
- Connected Hubs, a project within SAIS II Programme as well as part of the NCRST/SAIS action plan successfully hosted the 1st Annual Southern Africa Innovation Forum (ASAIF 2018), held concurrently with the SA Innovation Summit in Cape Town in September 2018.
- Connected Hubs hosted national start-up festival where a national winner was selected to participate at SLUSH 2018.
- Through Connected Hubs, NCRST offered coaching and mentoring to the start-up to represent Namibia at SLUSH 2018.
- The 2nd Call for Proposals opened from 29 November 2018 until 24 January 2019.



12 POLICY & REGULATORY FRAMEWORKS

- **Declaration of GMO Product List - Biosafety 2006** (Act no. 7,2006); The Declaration of Genetically-Modified-Organisms (GMO) Products was gazetted on 9 October 2018. The product list allows for the regulations of GMO products in support for the implementation of the Biosafety Act, 2006.
- Draft National STI Infrastructure Strategy, as well as the National Space Science and Technology Policy and Strategy, were reviewed, endorsed by the Board, and submitted to the Ministry of Higher, Education and Technology for approval.
- Operational Guide of the RSTI Awards was reviewed and submitted for approval.
 - The Charter Establishing the SADC WISETO – Namibia Chapter was revised by the working group based on the National Guidelines for establishment of National Chapters by SADC Secretariat. The Charter was submitted in March to undergo the process of approval as per the NCRST's processes for national documents.
- Finalised the drafting of the Resource Mobilisation Policy (RMP).
- Finalised the drafting of the Investment Policy.
- Finalised drafting of Credit Card Policy.
- Assisted in development of Supply Chain Policy to incorporate the Public Procurement Act.
- Assisted monitoring and evaluation committee on grant management.

- Developed the Institutional Policy on Intellectual Property and Technology Transfer.
- Training Expertise facilitation of operation and speaker management.

The NCRST liaised with the World Intellectual Property Organisation (WIPO) based in Geneva, Switzerland, and the Business and Intellectual Property Authority (BIPA) to enrol and fund eleven (11) NCRST staff members to do distance learning courses (DL) on Intellectual Property-related subjects. Not more than three (3) of the staff members who successfully completed their DL Courses will receive funding from WIPO and the African Regional Intellectual Property Organisation (ARIPO) based in Harare, Zimbabwe, annually, to do their Master's in Intellectual Property (MIP) studies.

The Southern African Research & Innovation Management Association (SARIMA) partnered with the University of Witwatersrand, Johannesburg to develop and deliver a series of six online courses to Science Granting Councils (SGC) with the aim to strengthen research management capacity. Several relevant NCRST staff members participated and successfully received a University of Witwatersrand certificate of competence. The division facilitated this accomplishment.



13 ORGANISATIONAL CULTURE

In an internal functional fusion exercise, the RSTICS department managed to yield the following results:

- Fused Research Registration Services with the KM, IP & TT Division to ensure effective service delivery; and,

- Fused Resource Mobilisation and Grants Management Division with the KM, IP & TT Division to ensure accountability.

14 SKILLS & KNOWLEDGE IMPROVEMENT

- ISO 17025 Training Offered by South African company (Smart group Training), held, 4 - 5 April 2018, Windhoek – *Ms Hilde Amputu*.
- Modern Breeding Technique of Maize Training held 20 August - 7 September 2018 Belgium – *Ms Lavinia Mbongo*.
- Biotechnology Regulation Immersion course held 20 - 31 August 2018, University of Missouri, USA – *Ms Hilde Amputu*.
- (ICGEB) Biosafety eLearning platform meeting, held from 27 - 28 August 2018, Kampala, Uganda – *Mr Paulus Mungeji*.
- Mr Oswald Mughongora and Ms Jacobine Amutenya successfully completed an online short course on Programme Evaluation with the University of Witwatersrand sponsored by SARIMA.
- Mr Charles Hangara and Mrs Lovisa Immanuel attended a Slush Global Impact Accelerator crash course in producing events and creating a unique visitor experience.
- Mr Charles Hangara attended a Connected Hubs Training Expertise facilitation of operation and speaker management.

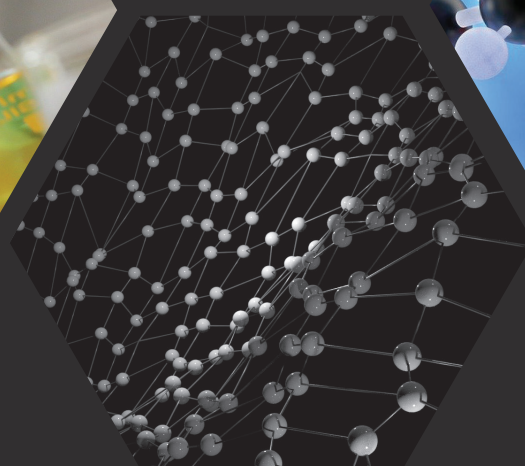
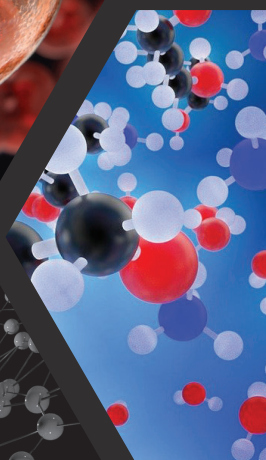
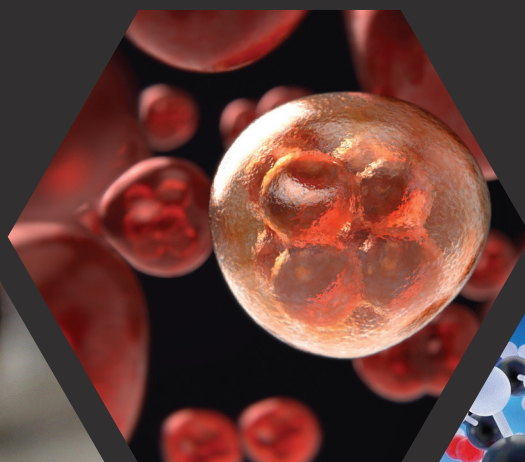
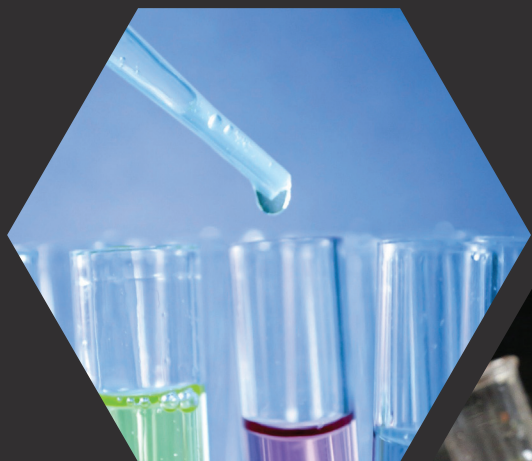
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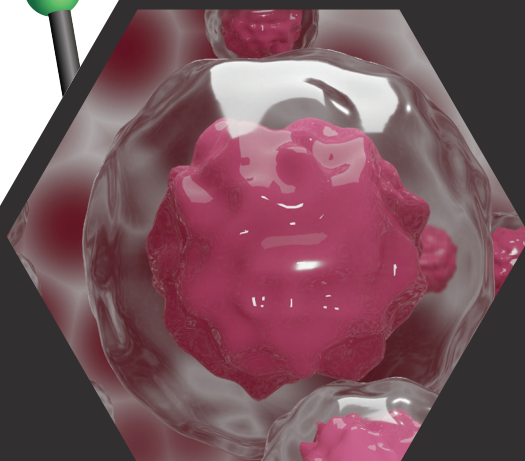
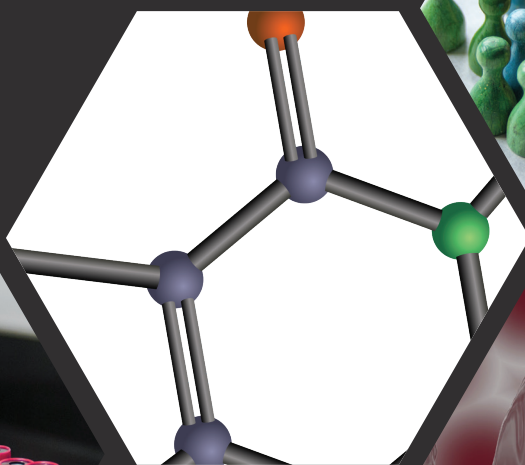
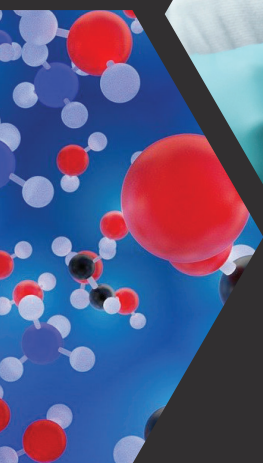
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**PART III:
NCRST-FUNDED
RESEARCH AND
INNOVATION
PROJECTS**





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16 NSFAF/NCRST
TURKU CALL

15 FOURTH (4TH) SOUTH AFRICA / NAMIBIA JOINT CALL

The National Research Foundation (NRF) of South Africa and the National Commission on Research Science and Technology (NCRST) of Namibia were pleased to announce the launch of the fourth joint call for joint research projects in 2016 where research activities were scheduled to commence in January 2017.

A total of 12 projects were awarded under the Fourth Joint Call with a total commitment of N\$7,200,000 over a period of three years (2017/18 to 2019/20). During the project initiation workshop that took in March 2017, grant agreements were signed.

The following achievements were recorded:

A workshop that was held in South Africa at the National Research Foundation, Pretoria, comprised of researchers from both SA and Namibia who received funding in the Fourth (4th) SA/Nam Joint Call. Expected outcomes of the workshop were:

- Consensus on way forward on the projects funded;
- Strategies on the best approach to continue the management of the Joint Research Programme;
- Strengthened research collaborations between the two countries; and,
- Establishment of strong linkages between South African and Namibian researchers and institutions.

Funded projects and their deliverables

No	Priority Research Area	Institutions	Project Title	Outputs
1	Environmental Sciences	NUST	Polyamic acid/polypyrrole conductive polymer platforms for the development of biosensors	Ongoing
2	IKS-ICT	NUST	IKAROS: Indigenous Knowledge actively Revitalised in Digital Worlds	Ongoing
3	ICT & Social Science	NUST	Live design, transform life: Relevant technologies and digital services for the wellbeing of the youth @ risk	Ongoing
4	Social Sciences	NUST	Prison reform within SADC	Ongoing
5	Environmental Sciences	NUST	Integrated mobile veldfire detection, monitoring & sharing platform for Namibia and South Africa	Ongoing
6	Biosciences	UNAM	Development prototype for medical implant using Ti6Al4V and copper	Ongoing
7	Biosciences	UNAM	Bio-screening of synthetic agents against pancreatic cancer cell models	Ongoing
8	Social Sciences	UNAM	Prevalence and risk factors of alcohol abuse amongst the youth in Katutura Windhoek, Namibia	Ongoing
9	Energy	UNAM	Sustainability, Climate Change and the Role of Mineral and Energy Law in South Africa and Namibia	Ongoing
10	Environmental Sciences	UNAM	Impacts of ocean warming and acidification on Namibia's coastal fisheries and aquaculture	Ongoing
11	Indigenous Knowledge Systems	UNAM	Toxic plants as anticancer agents	Ongoing
12	Biosciences	UNAM	Supporting the blue economy: developing molecular tools for fisheries management	Ongoing

An extension of the call deadline was set for June 2020 for all projects, due to the lack of funds available in 2017. However, without the second disbursement being expedited, this will hinder progress and successful execution of the awarded projects.

It is therefore recommended that the NCRST provide all the funds allocated to each project to reduce abandonment of projects. This reduces the risk of research investment loss.

It is therefore recommended that future grant applications and permit applications should be done simultaneously by NCRST and the grant applicant.

16 NSFAF/NCRST TURKU CALL

The Namibia Students Financial Assistance Fund (NSFAF) and the National Commission on Research Science and Technology (NCRST) announced a collaborative, jointly funded Call for Study Opportunities for Namibian Students to pursue Doctoral Degrees at the University of Turku, Finland in 2016.

Currently a student, awarded a full scholarship to undertake studies under the Doctoral Programme in Mathematics and Computer Science at the University

of Turku graduate school in Finland is busy with research. The scholarship was awarded through a collaboration between NSFAF and NCRST. Classes commenced on 1 January 2017.

The following achievements were recorded:

- Student had two (2) opportunities to present their papers at conferences; and,
- A manuscript submitted to ICBMD-2019 will be published in the ICBMD Journal.

Funded projects and their deliverables

No	Priority Research Area	Institutions	Project Title	Outputs
1	Mathematics and ICT	Turku University	Improving performance of students with learning difficulties in mathematics: A Namibian case	Paper presentation at the International Conference on Business and Management Dynamic (ICBMD)

NCRST should take into consideration conferences that PhD Candidates participate in during their studies.



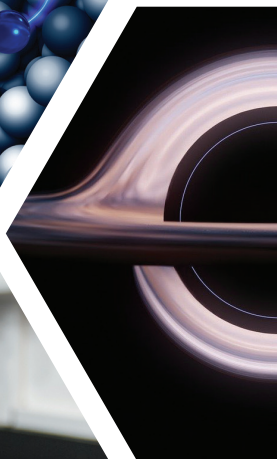
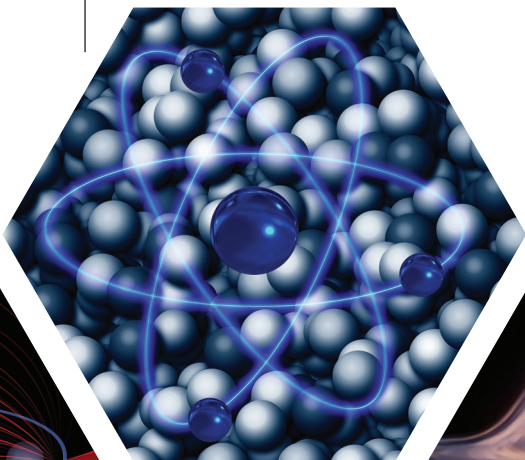
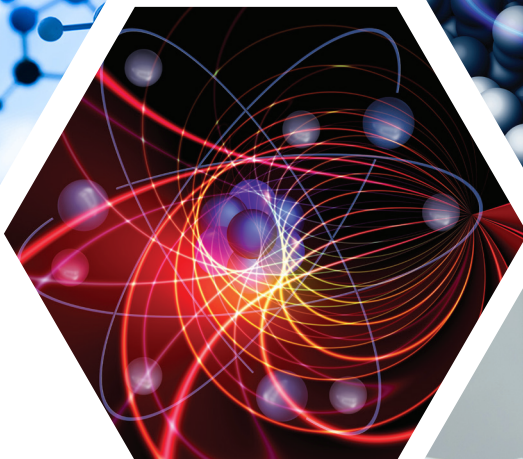
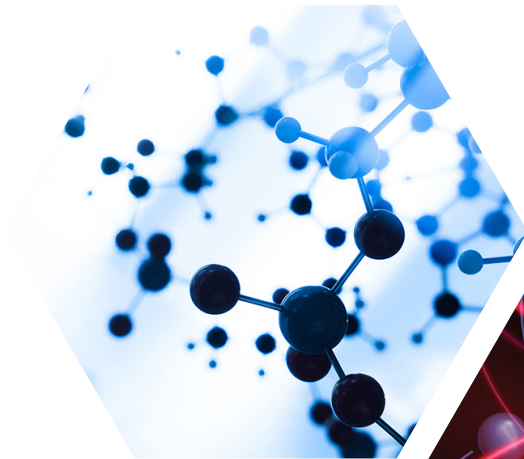
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18 LEGAL COMPLIANCE



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19 QUALITY ASSURANCE AND
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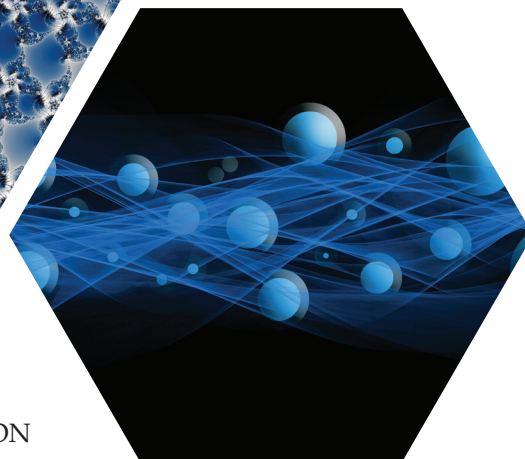
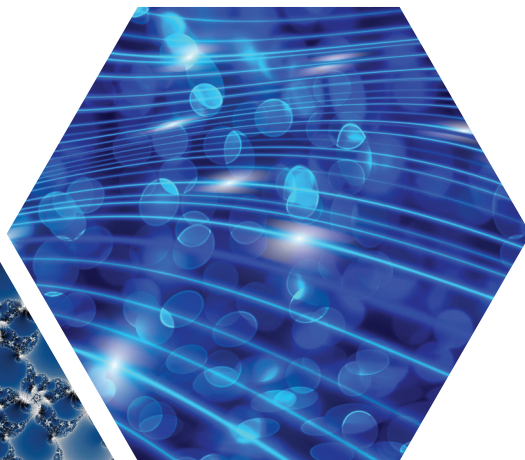
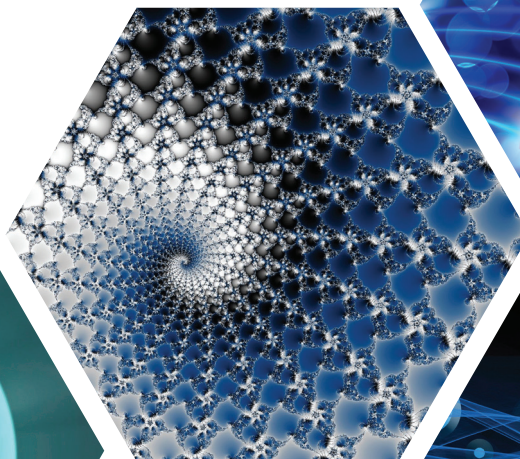
20 CORPORATE
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17 INTERNAL AUDIT AND RISK MANAGEMENT

The risk-based Internal Audit Plan targets the areas in which identified risks are covered. However, the approved plan is not fully executed as those areas identified had no activities or staff in some instances, as a result of inadequate operational budget. Internal

audit however undertook to complete three risk-based engagements and a number of other consultancy engagements, as appropriate, to add value, including investigations and M&E activities.

18 LEGAL COMPLIANCE

The NCRST is committed to ensure compliance to applicable statutory requirements. In connection with this, the NCRST has conducted a legislative review workshop of the RST Act to facilitate amendment of the Act. In terms of compliance with the RST Act, the NCRST has initiated the process of drafting the Compliance Risk Management Plan for the NCRST based on the audit conducted during the year under review. With the adoption of the Code of Conduct

and Ethics Policy during 2014/15 financial year, it is imperative that its implementation becomes a reality. For this reason, NCRST conducted a workshop for its staff in order to initiate processes to implement the Code of Conduct and Ethics Policy. All NCRST management team members have also signed the declaration of outside interests in line with the Code of Conduct and Ethics Policy.

19 QUALITY ASSURANCE AND OPERATIONAL EXCELLENCE

The NCRST is committed to ensure that it develops internal capacity in terms of establishing key delivery processes and supporting systems to meet service and efficiency standards. During the reporting period, NCRST reviewed its strategic plan and annual business plan using the Balanced Scorecard Methodology. The Balanced Scorecard was cascaded from Tier 1 Level (organisation-wide) down to Tier 2 Level (divisional level). Furthermore, due to the reduced funding received from the Government, the NCRST has endeavoured to spend the time reviewing its internal corporate documents. The volume of work

at hand necessitated the EMC to delegate this function to the Internal Document Review Committee (IDRC) which is comprised of a middle-management team. As a result, the NCRST managed to develop and review key documents such as the Service Charter and Catalogues that outlines the service delivery standards and many others, as outlined earlier.

NCRST further renewed its membership to the Professional Scheme of the Quality Council of India and was issued a certificate valid up to August 2019.

20 CORPORATE COMMUNICATIONS AND MARKETING

The NCRST is committed to ensure that it fulfils its mandate related to public understanding of STI through an effective stakeholder engagement strategy. In this connection, the Stakeholder Engagement Plan to coordinate our deliberate efforts with our

stakeholders, was formulated. The stakeholder engagement that was conducted during the year under review includes various media campaigns and events to boost NCRST media-based awareness.

21 HUMAN RESOURCES AND ORGANISATIONAL DEVELOPMENT

The NCRST strives to deliver strategic human resources programmes, services, and technologies to build a talented, diverse, engaged and productive workforce in support of the corporate strategy.

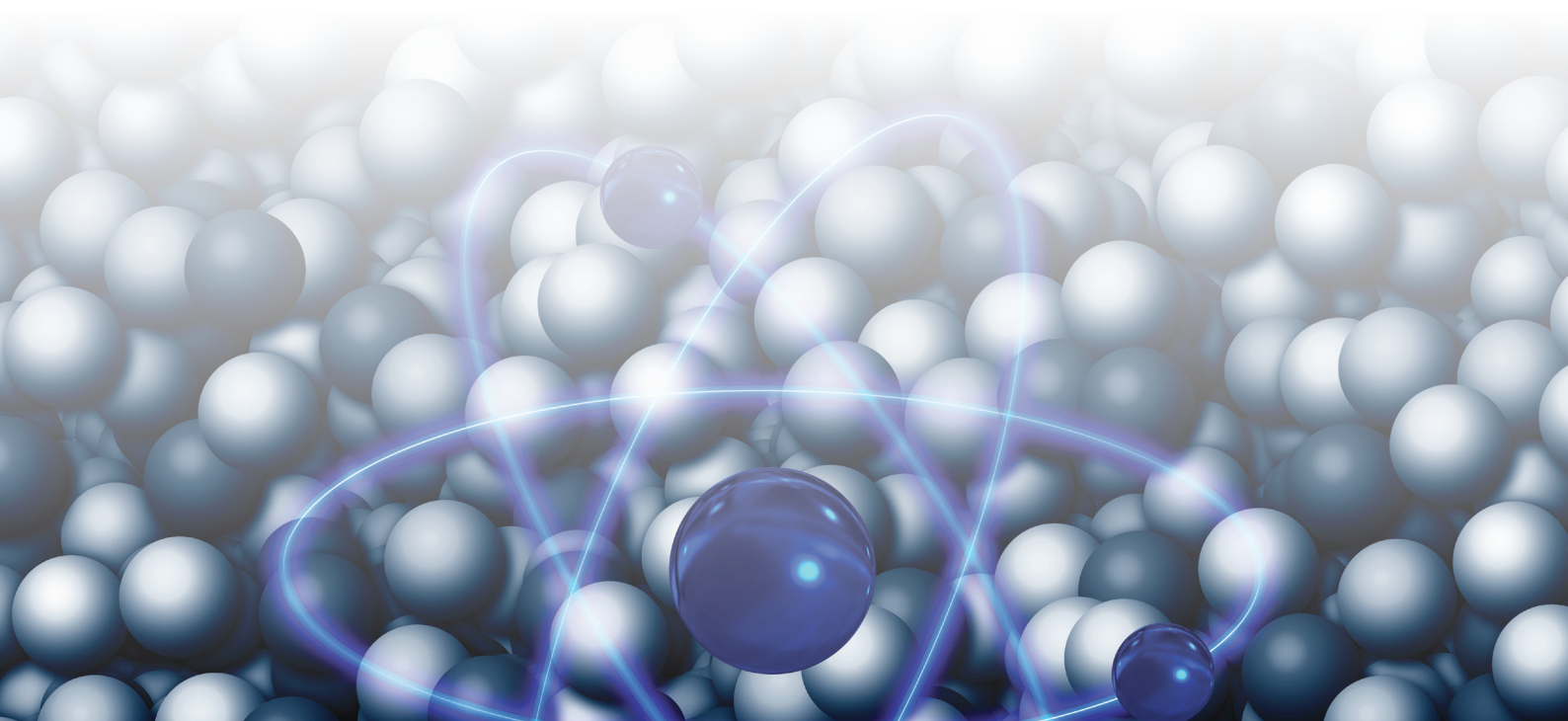
In the period under review, NCRST recorded the following successes:

- Coordinated the signing of a payroll agreement between NCRST and Nam-Mic;
- Coordinated engagements and/or stakeholder information sharing sessions with various third parties, e.g., Nam-Mic, Agribank, Old Mutual (Orion) and various medical aid service providers;
- Coordinated the review and approval of management appointment terms;
- HR spending contained within budget provision with savings realised;
- Leave provision was recorded at its lowest,
- following consistent policy implementation and ongoing engagements with management and staff;
- Participated in the annual wage negotiations with NAPWU;
- Participated in the conciliation meetings between NCRST and NAPWU;
- Coordinated workshop activities related to organisational realignment and change management initiatives;
- Team building efforts through hosting of various employee social events;
- Successful participation in the various internal audits as well as external annual financial audits;
- Successfully recovered N\$ 51,864.80 from two (2) ex-employees that resulted from breach of the training & development terms and conditions;
- Manpower process update:

Description	No of Employees
Appointments	2
Employment contract renewals	3
Redeployment	1
Resignations – General Staff	3
Resignations – Supervisory Staff	5
Resignations – Management Staff	1
Resignations – Executive Staff	2



- Effective and consistent implementation of various HR Policies/systems, i.e., monthly payroll management, administration and management of employees' benefits, training, and development, employee relations, etc.;
- Spearheading of the recruitment and selection processes. Six (6) positions were advertised – two (2) were filled. This included participation in the recruitment process of the Chief Executive Officer (CEO) by providing advisory and administration services to the Commissioners;
- Continuous implementation of Occupational Health & Safety (OHS) measures to safeguard employees' safety at work;
- Continued upkeep of the HR and Payroll Management system to ensure data accuracy and relevancy as well as confidentiality of employees' data;
- Coordinated and participated in the engagements between the NCRST and the Ministry of Labour, Industrial Relations and Employment Creation, that saw the two (2) institutions signing a memorandum of understanding on Human Sciences Research and the Regulation of Psychometric Testing;
- Reviewed the divisional strategic plan and annual plan and finalised annual manpower budget;
- Participated in the review of the Corporate Strategy;
- Compiled and submitted the Affirmative Action (AA) report, which was approved and the NCRST received an AA certificate;
- Completed the following HR Policies:
 - Disciplinary & Grievance Policy – Approved;
 - Leave Management Policy – Approved; and,
 - Graduate Development Policy – referred back.
- Staff development efforts – continued funding of five (5) employees towards their further studies; with successful completion of the following qualifications:
 - Master's degree × 1; and,
 - Bachelor's degree × 2.
- Organised and facilitated workshops with management on leave benefits and management;
- Organised and facilitated workshops on NCRST remuneration structure and benefits to all management and staff;
- Other staff development initiatives:
 - Acting Appointments – 2; and
 - Job Enrichment – 4.



22 CORPORATE FINANCIAL MANAGEMENT

The NCRST strives to be proactive in providing the required finance, procurement, estate and fleet logistical support services to the Commission. The major achievements during the 2018/19 financial year as follows:

- Improved accounting and financial reporting;
- Clean Statutory audit 2018/19;
- Improved efficiency and cost reduction/minimisation;
- Improved office space and utility cost minimisation;

- Improved fleet control and fuel cost minimisation;
- Improved cashflow management;
- Improved controls around procurement and payment for goods and services;
- Reviewed the Supply Chain policy to comply to the Public Procurement Act (Act 15 of 2015); and,
- Improved staff capacity through on-the-job mentoring and team spirit.

23 INFORMATION TECHNOLOGY

The NCRST strives to continue developing and advancing its ICT infrastructure that meets the needs of its strategy.

The major achievements during the 2018/19 financial year as follows:

- Development of ISMS system was completed, and population has started;

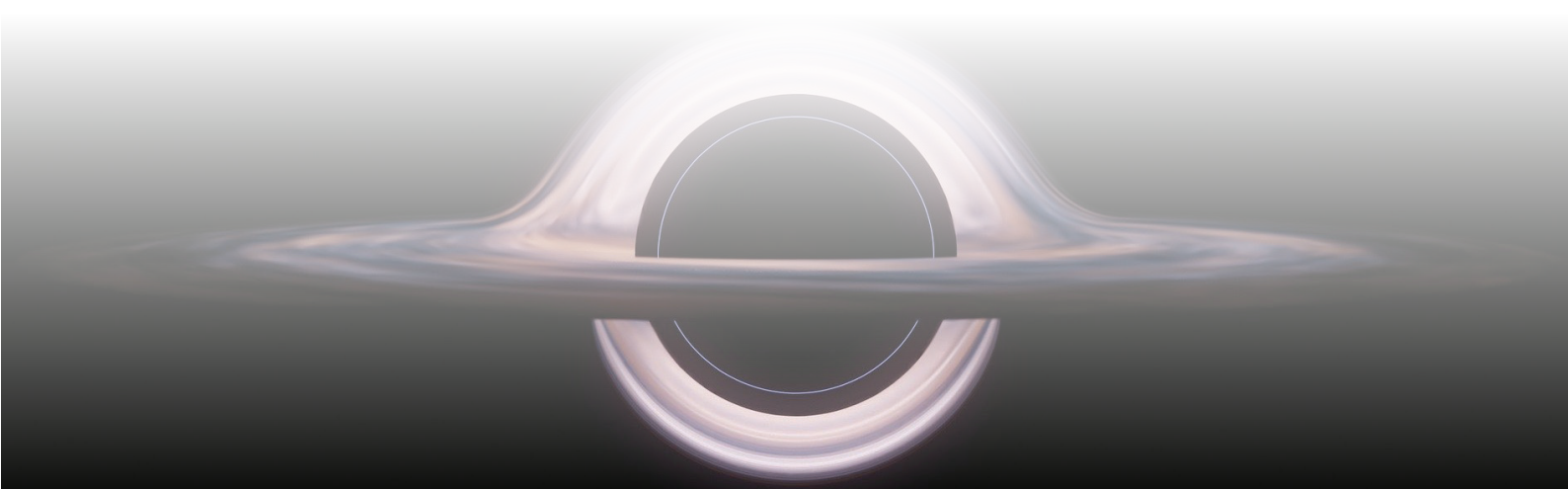
- Improvement of internet and telephone systems;
- Developed ICT and Organisational Service Desk;
- Implemented and optimised ICT business processes; and
- Improve ICT Service Desk.

24 CHALLENGES

The NCRST has challenges ranging from budget cuts, high staff turnover, delays in the appointment of a Commissioners, etc., which hampered operations.

- Lack of sufficient funds for the NCRST has left important HR areas with no budget, specifically, training and development, the implementation of the performance management system, as well as annual wage negotiations with the Union, to mention a few.

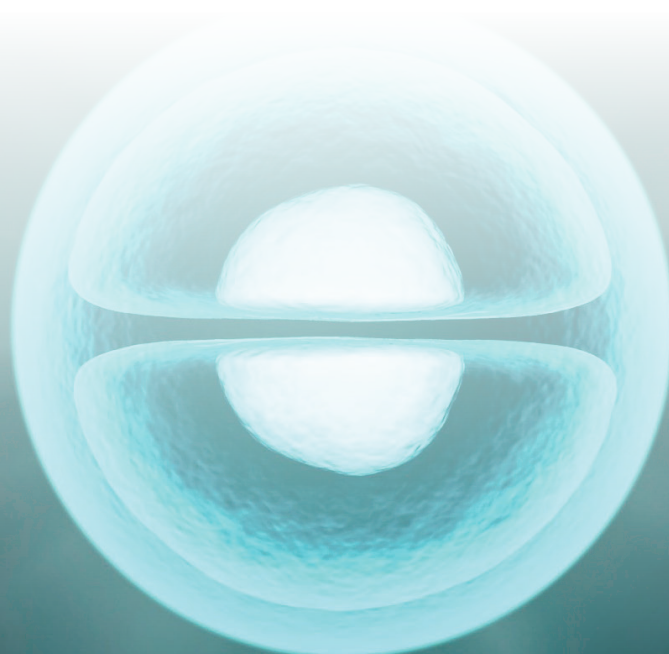
- Lack of funds, as well as Government's directive on the moratorium on the filling of vacancies have left some functions with minimal to no staff.
- Continuous increase in employees' turnover due to lack of job security, motivation and remuneration.
- Misalignment between organisational strategy and organisational structure.

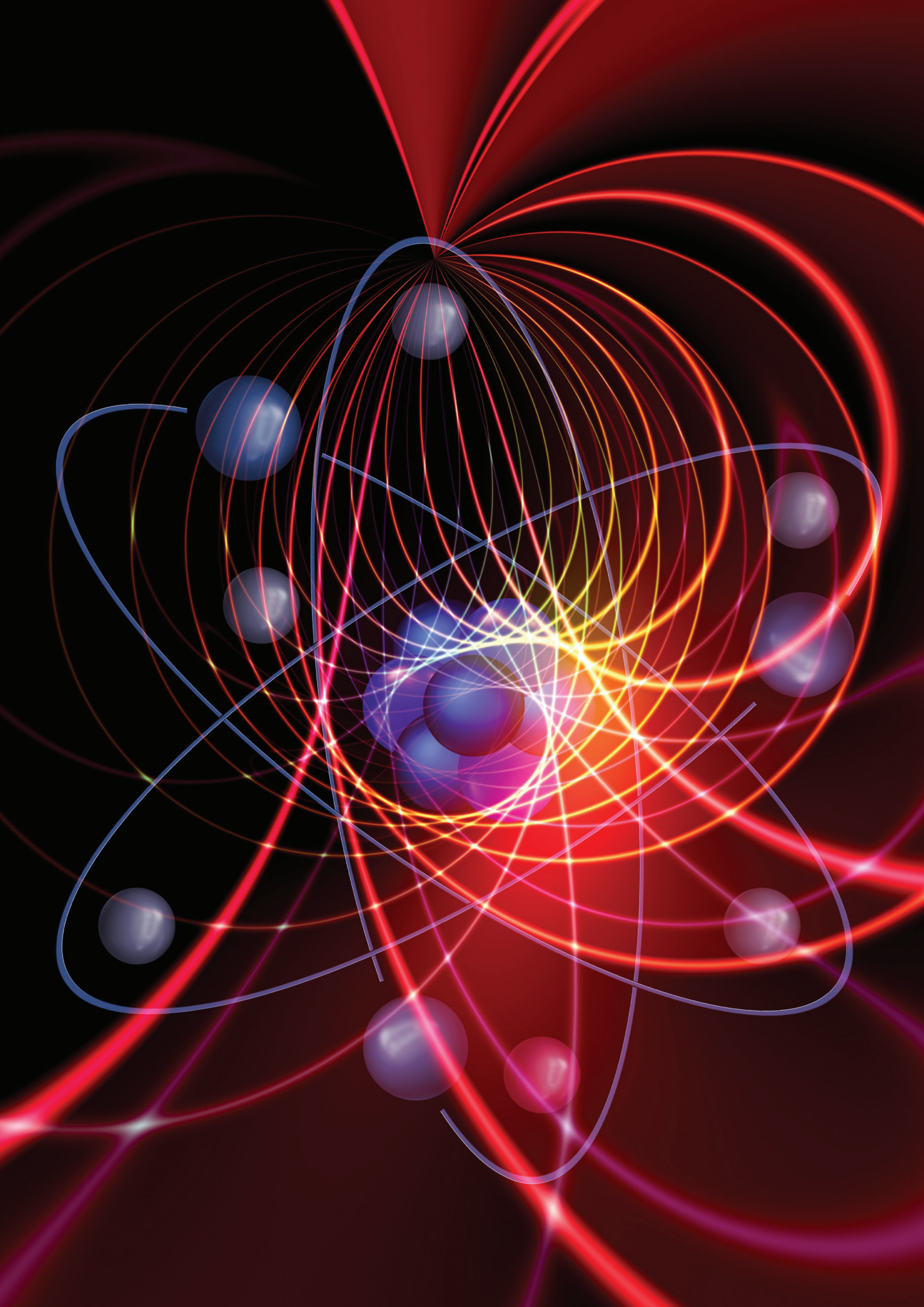


- Late or ad-hoc submission of procurement and payment requests for goods and services from other divisions resulting in undue pressure exerted on the Corporate Finance division.
- The NCRST remains understaffed and there is a need to fill critical positions.
- ICT governance framework not implemented.
- ICT divisional budget significantly reduced, therefore no disaster recovery system in place.
- ICT equipment end-of-life has reach 80% on most ICT equipment.
- Ineffective monitoring and evaluation (M&E) on funded projects – Research Institutions (RIs)
- not providing the required information and necessary support.
- Limited/insufficient funding from the Government to support RSTI.
- The delay in the implementation of the draft National STI Policy, and National Programme on RSTI is hampering the progress of the implementation.
- Limited Operational Funds – Provide sufficient operational budget and mobilise resources to leverage operational cost.
- The IIR division needs funding to implement its projects and programmes as per the annual plan.

25 RECOMMENDATIONS

- Increased funding and resource mobilisation for the NCRST.
- Prioritisation of training and development efforts for soft skills and statutory activities during annual budgeting and fund allocation.
- Adequate human resource provision, through filling of critical vacant positions.
- Timely submission of procurement and payment requests from other divisions.
- Governance framework to be implemented.
- ICT budget to be revised and prioritised.
- Research Institutions (RI) and Project Investigators (PI) to be taken to task for failing to provide necessary support – additional funding to be withheld.
- Continued engagement and consultation with the line Ministry and Treasury to motivate the need/importance RST funding.





PART V: FINANCIAL REPORT

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NATIONAL RESEARCH, SCIENCE AND TECHNOLOGY FUND

(Administered by National Commission on Research, Science and Technology)
Annual Financial Statements for the year ended 31 March 2019

GENERAL INFORMATION

Country of Incorporation and domicile	Namibia
Nature of business and principal activities	To coordinate, facilitate and develop research science and technology in Namibia
Commissioners	Dr Nortin Titus - Chairperson Ms Josephine //Haubas - Deputy Chairperson Dr Riaan Steenkamp Mr Johannes Ashipala Dr Tshali lithete Ms Mirriam Sezuni Mr Joshua Kaumbi Ms Sylvia Demas Ms Elly Hamunyela Ms Graca D'Almeida Ms Patience Saushini Ms Johanna Andowa Ms Ivonne Mujoro-Kaukuetu
Business address	Platinum Street Prosperita Windhoek
Postal address	Private Bag 13253 Windhoek NAMIBIA
Bankers	First National Bank of Namibia Standard Bank Namibia
Auditors	Grand Namibia Registered Accountants and Auditors Chartered Accountants Namibia

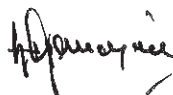
NATIONAL RESEARCH, SCIENCE AND TECHNOLOGY FUND

(Administered by National Commission on Research, Science and Technology)
Annual Financial Statements for the year ended 31 March 2019

**AUDIT COMPLIANCE CERTIFICATE ON THE ACCOUNTS
OF THE NATIONAL COMMISSION ON RESEARCH, SCIENCE AND
TECHNOLOGY
FOR THE YEAR ENDED 31 MARCH 2019**

The documentation as compiled by the firm Grand Namibia of Windhoek which is registered in terms of the Public Accountant's and Auditor's Act, 1951, who was appointed by the National Commission on Research, Science and Technology, has been examined by officials of the Office of the Auditor-General.

In terms of Section 26 & 27 of the Research, Science and Technology Act, 2004 (Act 23 of 2004), I certify that the above-mentioned audit of the annual financial statements for the year ended 31 March 2019 has been carried out to my satisfaction.



WINDHOEK, June 2020

**JUNIAS ETUNA KANDJEKE
AUDITOR-GENERAL**



COMMISSIONERS' RESPONSIBILITIES AND APPROVAL

The Commissioners are required in terms of the Research, Science and Technology Act (Act No. 23 of 2004) to maintain adequate accounting records and are responsible for the content and integrity of the annual financial statements and related financial information included in this report. It is their responsibility to ensure that the annual financial statements fairly present the state of affairs of the fund as at the end of the financial year and the results of its operations and cash flows for the period then ended, in conformity with International Financial Reporting Standards. The external auditors are engaged to express an independent opinion on the annual financial statements.

The annual financial statements are prepared in accordance with International Financial Reporting Standards and are based upon appropriate accounting policies consistently applied and supported by reasonable and prudent judgements and estimates.

The Commissioners acknowledge that they are ultimately responsible for the system of internal financial control established by the fund and place considerable importance on maintaining a strong control environment. To enable the Commissioners to meet these responsibilities, the sets standards for internal control aimed at reducing the risk of error or loss in a cost effective manner. The standards include the proper delegation of responsibilities within a clearly defined framework, effective accounting procedures and adequate segregation of duties to ensure an acceptable level of risk. These controls are monitored throughout the fund and all employees are required to maintain the highest ethical standards in ensuring the fund's business is conducted in a manner

that in all reasonable circumstances is above reproach. The focus of risk management in the company is on identifying, assessing, managing and monitoring all known forms of risk across the company. While operating risk cannot be fully eliminated, the fund endeavours to minimise it by ensuring that appropriate infrastructure, controls, systems and ethical behaviour are applied and managed within predetermined procedures and constraints.

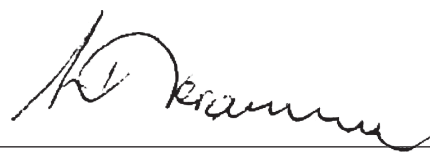
The Commissioners are of the opinion, based on the information and explanations given by management that the system of internal control provides reasonable assurance that the financial records may be relied on for the preparation of the annual financial statements. However, any system of internal financial control can provide only reasonable, and not absolute, assurance against material misstatement or loss.

The Commissioners have reviewed the fund's cash flow forecast for the year to 31 March 2020 and, in the light of this review and the current financial position, they are satisfied that the fund has or has access to adequate resources to continue in operational existence for the foreseeable future.

The external auditors are responsible for independently reviewing and reporting on the fund's annual financial statements. The annual financial statements have been examined by the fund's external auditors and their report is presented on pages 4-5. The annual financial statements set out on pages 7 to 19, which have been prepared on the going concern basis, were approved on 25 November 2019 and were signed on its behalf by:



Dr Nortin Titus (Chairperson)



Ms Enid Keramen (Acting CEO)

NATIONAL RESEARCH, SCIENCE AND TECHNOLOGY FUND

(Administered by National Commission on Research, Science and Technology)
Annual Financial Statements for the year ended 31 March 2019



Grand Namibia
Chartered Accountants & Auditors

INDEPENDENT AUDITOR'S REPORT

To the Commissioners of the NATIONAL RESEARCH, SCIENCE AND TECHNOLOGY FUND

Opinion

We have audited the annual financial statements of National Research, Science and Technology Fund set out on pages 7 to 19, which comprise the statement of financial position as at 31 March 2019, the statement of comprehensive income, the statement of changes in equity and the statement of cash flows for the year then ended, and the notes to the annual financial statements.

In our opinion, the annual financial statements present fairly, in all material respects, the financial position of National Research, Science and Technology Fund as at 31 March 2019, and its financial performance and cash flows for the year then ended in accordance with International Financial Reporting Standards, and the requirements of the National Research, Science and Technology Act (Act No. 23 of 2004).

Basis for Opinion

We conducted our audit in accordance with International Standards on Auditing (ISAs). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Annual Financial Statements section of our report. We are independent of the Company in accordance with sections 290 and 291 of the International Ethics Standards Board for Accountants Code of Ethics for Professional Accountants (Revised July 2016), parts 1 and 3 of the International Ethics Standards Board for Accountants International Code of Ethics for Professional Accountants (including International Independence Standards) (Revised July 2018) and other independence requirements applicable to performing audits of financial statements in Namibia. We have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Material Uncertainty Related to Going Concern

We draw attention to Note 3 in the Commissioners' Report and the Annual Financial statements respectively which states events or conditions, along with other matters that indicate that a material uncertainty exists that may cast significant doubt on the Fund's ability to continue as a going concern. Our opinion is not modified in respect of this matter.

Other Information

The Commissioners are responsible for the Commissioners' report and other information. The other information comprise of the detailed income statement which we obtained prior to the date of this auditor's report. The other information does not include the annual financial statements and our auditor's report thereon.

Our opinion on the annual financial statements does not cover the other information and we do not express an audit opinion or any form of assurance conclusion thereon.

In connection with our audit of the annual financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the annual financial statements or our knowledge obtained in the audit, or otherwise appears to be materially misstated.

If, based on the work we have performed on the other information that we obtained prior to the date of this auditor's report, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Responsibilities of the Commissioners for the Annual Financial Statements

The Commissioners are responsible for the preparation and fair presentation of the annual financial statements in accordance with International Financial Reporting Standards and the requirements of the National Research, Science and Technology Act and for such internal control as the Commissioners determine is necessary to enable the preparation of annual financial statements that are free from material misstatement, whether due to fraud or error.

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NATIONAL RESEARCH, SCIENCE AND TECHNOLOGY FUND

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Annual Financial Statements for the year ended 31 March 2019

In preparing the annual financial statements, the Commissioners are responsible for assessing the Fund's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Commissioners either intend to liquidate the Fund or to cease operations, or have no realistic alternative but to do so.

Auditor's Responsibilities for the Audit of the Annual Financial Statements

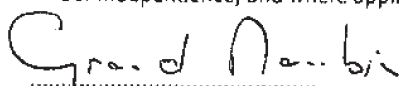
Our objectives are to obtain reasonable assurance about whether the annual financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these annual financial statements.

As part of an audit in accordance with ISAs, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the annual financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Fund's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Commissioners.
- Conclude on the appropriateness of the Commissioners' use of the going concern basis of accounting and based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Fund's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the annual financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Fund to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the annual financial statements, including the disclosures, and whether the annual financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the Commissioners regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

We also provide the Commissioners with a statement that we have complied with relevant ethical requirements regarding independence, and to communicate with them all relationships and other matters that may reasonably be thought to bear on our independence, and where applicable, related safeguards.



Grand Namibia
Registered Accountants and Auditors
Chartered Accountants (Namibia)
Per: RN Beukes - Partner
Windhoek
25 November 2019

NATIONAL RESEARCH, SCIENCE AND TECHNOLOGY FUND

(Administered by National Commission on Research, Science and Technology)
Annual Financial Statements for the year ended 31 March 2019

COMMISSIONERS' REPORT

1. Establishment of the National Research, Science and Technology Fund

The National Research, Science and Technology Fund has been established in terms of section 23 of the Research, Science and Technology Act (Act No. 23 of 2004).

The National Commission on Science, Research and Technology Is responsible for the management of the Fund in terms of Section 24(2) of the said Act.

2. Review of Activities

Main Business and Operations

The Fund recorded a deficit of N\$ 19,039,894 (2018: N\$ 1,236,909 deficit) for the year under review.

3. Going Concern

We draw attention to the fact that at 31 March 2019, the Fund realized a deficit of N\$ 19,039,894 (2018: N\$ 1,236,909 deficit).

The ability of the Fund to continue as a going concern is dependent on a number of factors. The most significant of these is that the Commissioners continue to procure funding for the ongoing operation of the Commission from the Ministry of Higher Education, Training and Innovation.

4. Events after the reporting period

The Commissioners are not aware of any matter or circumstance arising since the end of the financial year that has a material impact on the annual financial statements.

5. Commissioners

The Commissioners of the Fund during the year and to the date of this report are as follows:

Name	Appointment and Termination
Dr Nortin Titus (Chairperson)	Appointed 12 October 2017
Ms Josephine //Haubas (Deputy Chairperson)	Appointed 12 October 2017
Dr Riaan Steenkamp	Appointed 12 October 2017
Mr Johannes Ashipala	Appointed 12 October 2017
Dr Tshali lithete	Appointed 12 October 2017
Ms Mirriam Sezuni	Appointed 12 October 2017
Mr Joshua Kaumbi	Appointed 12 October 2017
Ms Sylvia Demas	Appointed 12 October 2017
Mr Benjamin R. Katjipuka	Appointed 12 October 2017
Ms Elly Hamunyela	Appointed 12 October 2017
Ms Graca D'Almeida	Appointed 12 October 2017
Ms Patience Saushini	Appointed 12 October 2017
Ms Johanna Andowa	Appointed 12 October 2017
Ms Ivonne Mujoro-Kaukuetu	Appointed 12 October 2017

6. Secretary

Ms Enid Keramen was appointed as secretary on 06 January 2014.

7. Auditors

Grand Namibia
Registered Accountants and Auditors
Chartered Accountants Namibia.

NATIONAL RESEARCH, SCIENCE AND TECHNOLOGY FUND

(Administered by National Commission on Research, Science and Technology)
Annual Financial Statements for the year ended 31 March 2019

STATEMENT OF FINANCIAL POSITION

		2019 N\$	2018 N\$
Assets			
Non-Current Assets			
Property, plant and equipment	3	18,856,799	21,831,299
Intangible assets	4	800,925	1,380,572
		19,657,724	23,211,871
Current Assets			
Cash and cash equivalents	5	8,507,132	15,200,293
Trade and other receivables	7	462,003	238,199
Total Assets		28,626,859	38,650,363
Equity and Liabilities			
Equity			
Retained income		(6,392,166)	12,647,728
Liabilities			
Non-Current Liabilities			
Deferred income	9	22,581,900	24,436,602
Current Liabilities			
Third Party funds	6	8,209,608	-
Trade and other payables	6	3,579,592	417,586
Provisions	8	647,925	1,148,447
		12,437,125	1,566,033
Total Liabilities		35,019,025	26,002,635
Total Equity and Liabilities		28,626,859	38,650,363

NATIONAL RESEARCH, SCIENCE AND TECHNOLOGY FUND

(Administered by National Commission on Research, Science and Technology)
Annual Financial Statements for the year ended 31 March 2019

STATEMENT OF COMPREHENSIVE INCOME

		2019 N\$	2018 N\$
Revenue	11	482,753	147,463
Other income	12	28,370,782	50,151,154
Operating expenses		(48,198,464)	(51,741,597)
Operating Deficit		(19,344,929)	(1,442,980)
Investment revenue	13	307,370	210,566
Finance costs		(2,521)	(4,495)
Foreign Exchange gains/ (losses)		186	-
Deficit for the Year		(19,039,894)	(1,236,909)



NATIONAL RESEARCH, SCIENCE AND TECHNOLOGY FUND

(Administered by National Commission on Research, Science and Technology)
Annual Financial Statements for the year ended 31 March 2019

STATEMENT OF CHANGES IN EQUITY

	Retained income N\$	Total equity N\$
Balance at 1 April 2017	13,884,637	13,884,637
Deficit for the year	(1,236,909)	(1,236,909)
Other comprehensive income	-	-
Total Comprehensive Loss for the Year	12,647,728	12,647,728
Balance at 1 April 2018	12,647,728	12,647,728
Deficit for the year	(19,039,894)	(19,039,894)
Balance at 31 March 2019	(6,392,166)	(6,392,166)



NATIONAL RESEARCH, SCIENCE AND TECHNOLOGY FUND

(Administered by National Commission on Research, Science and Technology)
Annual Financial Statements for the year ended 31 March 2019

STATEMENT OF CASH FLOWS

		2019 N\$	2018 N\$
Cash Flows from Operating Activities			
Cash receipts from Government and other sundry sources		34,984,638	68,625,003
Cash paid to suppliers and employees		(40,653,477)	(52,340,958)
Cash generated from (used in) operations	15	(5,668,839)	16,284,045
Interest income	13	307,370	210,566
Finance costs		(2,521)	(4,495)
Foreign Exchange gains/ (losses)		186	-
Net Cash from Operating Activities		(5,363,804)	16,490,116
Cash Flows from Investing Activities			
Purchase of property, plant and equipment	3	(1,329,357)	(3,884,141)
Purchase intangible assets	4	-	(1,520,247)
Net Cash from Investing Activities		(1,329,357)	(5,404,388)
Total Cash Movement for the Year		(6,693, 161)	11,085,728
Cash at the beginning of the year		15,200,293	4,114,565
Total Cash at end of the Year		8,507,132	15,200,293



ACCOUNTING POLICIES

1. Presentation of Annual Financial Statements

The annual financial statements have been prepared in accordance with International Financial Reporting Standards, and the Research, Science and Technology Act (Act No. 23 of 2004). The annual financial statements have been prepared on the historical cost basis, and incorporate the principal accounting policies set out below. They are presented In Namibia Dollars.

1.1 Property, Plant and Equipment

The cost of an item of property, plant and equipment is recognised as an asset when:

- it is probable that future economic benefits associated with the item will flow to the company; and
- the cost of the item can be measured reliably.

Property, plant and equipment is initially measured at cost.

Property, plant and equipment is carried at cost less accumulated depreciation and any impairment loss.

Property, plant and equipment are depreciated on the straight line basis over their expected useful lives to their estimated residual value.

The useful lives of Items of property, plant and equipment have been assessed as follows:

Item	Average useful life
Furniture and fixtures	7 years
Motor vehicles	5 years
Office equipment	5 years
Computer equipment	3 years
Leasehold improvements	3 years (Lease period)
Laboratory Equipment	3 years

The depreciation charge for each period is recognised in profit or loss unless It is included in the carrying amount of another asset.

1.2 Intangible assets

An intangible asset is recognised when:

- it is probable that the expected future economic benefits that are attributable to the asset will flow to the Fund; and

- the cost of the asset can be measured reliably.
- Intangible assets are initially recognised at cost. Amortisation is provided to write down the intangible assets, on a straight line basis, to their residual values as follows:

Item	Useful life
Computer software	3 years

NATIONAL RESEARCH, SCIENCE AND TECHNOLOGY FUND

(Administered by National Commission on Research, Science and Technology)
Annual Financial Statements for the year ended 31 March 2019

1.3 Financial Instruments

Initial recognition and measurement

The Fund classifies financial instruments, or their component parts, on initial recognition as a financial asset, a financial liability or an equity Instrument in accordance with the substance of the contractual arrangement.

Financial instruments are measured initially at fair value, except for equity investments for which a fair value is not determinable, which are measured at cost and are classified as available-for-sale financial assets.

For financial instruments which are not at fair value through profit or loss, transaction costs are included in the initial measurement of the instrument.

Subsequent measurement

Financial instruments at fair value through profit or loss are subsequently measured at fair value, with gains and losses arising from changes in fair value being included in profit or loss for the period.

Trade and other receivables

Trade receivables are measured at initial recognition at fair value, and are subsequently measured at amortised cost using the effective interest rate method. Appropriate allowances for estimated irrecoverable amounts are recognised in profit or loss when there is objective evidence that the asset is impaired.

Trade and other receivables are classified as loans and receivables.

Trade and other payables

Trade payables are initially measured at fair value, and are subsequently measured at amortised cost, using the effective interest rate method.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and demand deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of changes in value. These are initially and subsequently recorded at fair value.

1.4 Provisions and Contingencies

Provisions are recognised when:

- the Fund has a present obligation as a result of a past event;
- it is probable that an outflow of resources embodying economic benefits will be required to settle the obligation; and
- a reliable estimate can be made of the obligation.

The amount of a provision is the present value of the expenditure expected to be required to settle the obligation.

1.5 Government Grants

Government grants are recognised as income over the periods necessary to match them with the related costs that they are intended to compensate.

Government grants related to assets, including non-monetary grants at fair value, are presented in the statement of financial position by setting up the grant as deferred income or by deducting the grant in arriving at the carrying amount of the asset.

1.6 Revenue

Revenue from the sale of goods is recognised when all the following conditions have been satisfied:

- the Fund has transferred to the buyer the significant risks and rewards of ownership of the goods;
- the Fund retains neither continuing managerial involvement to the degree usually associated with ownership nor effective control over the

NATIONAL RESEARCH, SCIENCE AND TECHNOLOGY FUND

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Annual Financial Statements for the year ended 31 March 2019

- goods sold;
- the amount of revenue can be measured reliably;
- it is probable that the economic benefits associated with the transaction will flow to the Fund; and
- the costs incurred or to be incurred in respect of the transaction can be measured reliably.

When the outcome of a transaction involving the rendering of services can be estimated reliably, revenue associated with the transaction is recognised by reference to the stage of completion of the transaction at the end of the reporting period. The outcome of a transaction can be estimated reliably when all the following conditions are satisfied:

- the amount of revenue can be measured reliably;
- it is probable that the economic benefits associated with the transaction will flow to the company;
- the stage of completion of the transaction at the end of the reporting period can be measured

reliably; and

- the costs incurred for the transaction and the costs to complete the transaction can be measured reliably.

When the outcome of the transaction involving the rendering of services cannot be estimated reliably, revenue shall be recognised only to the extent of the expenses recognised that are recoverable.

Revenue is measured at the fair value of the consideration received or receivable and represents the amounts receivable for goods and services provided in the normal course of business, net of trade discounts and volume rebates, and value added tax. Interest is recognised, in profit or loss, using the effective interest rate method.



NATIONAL RESEARCH, SCIENCE AND TECHNOLOGY FUND

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Annual Financial Statements for the year ended 31 March 2019

2019
N\$

2018
N\$

2. New Standards and Interpretations

2.1 Standards and interpretations not yet effective

The institution has chosen not to early adopt the following standards and interpretations, which have been published and are mandatory for the institution accounting periods beginning on or after 01 April 2015 or later periods

New and revised as at 31 March 2019

The following table contains effective dates of IFRS' which have not been early adopted by the Commission and might affect future financial periods:

New standards

IAS/IFRS	Pronouncement	Effective Date
IFRS 16 Leases	New standard that introduces a single lessee accounting model and requires lessee to recognise assets and liabilities for all leases with a term of more than 12 months, unless the underlying asset is of low value	01 January 2019

Amendments In International Accounting Standards ("IAS") and IFRS

IAS/IFRS	Pronouncement	Effective Date
IFRS 7 State- ment of Cash Flows	Amendments requiring entities to disclose information about changes in their financial liabilities. The additional disclosures will help investors to evaluate changes in liabilities arising from financing activities, including changes from cash flows and non-cash changes (such as foreign exchange gains or losses).	01 January 2017

NATIONAL RESEARCH, SCIENCE AND TECHNOLOGY FUND

(Administered by National Commission on Research, Science and Technology)
Annual Financial Statements for the year ended 31 March 2019

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

2019 N\$	2018 N\$
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3. Property, plant and equipment

	2019			2018		
	Cost/ Valuation	Accumulated depreciation	Carrying Value	Cost/ Valuation	Accumulated depreciation	Carrying Value
Furniture and fixtures	2,355,245	(1,490,625)	864,620	2,355,245	(1,055,572)	1,299,673
Motor vehicles	1,415,127	(1,415,125)	2	1,415,127	(1,325,540)	89,587
Office equipment	155,206	(135,205)	20,001	142,826	(108,394)	34,433
Computer equipment	3,317,180	(3,268,667)	48,513	3,317,180	(3,094,568)	222,612
Leasehold improvements	7,813,115	(6,098,834)	1,714,281	7,656,331	(3,277,155)	4,379,176
Laboratory equipment	2,263,951	(1,613,869)	650,082	2,263,951	(857,239)	1,406,712
Work in progress	15,559,300	-	15,559,300	14,399,107	-	14,399,107
Total	32,879,124	(14,022,325)	18,856,799	31,549,767	(9,718,468)	21,831,299

Reconciliation of property, plant and equipment - 2019

	Opening Balance	Additions	Depreciation	Total
Furniture and fixtures	1,299,673	-	(435,053)	864,620
Motor vehicles	89,587	-	(89,585)	2
Office equipment	34,432	12,380	(26,811)	20,001
Computer equipment	222,612	-	(174,099)	48,513
Leasehold improvements	4,379,176	156,784	(2,821,679)	1,714,281
Laboratory equipment	1,406,712	-	(756,630)	650,082
Work in progress	14,399,107	1,160,193	-	15,559,300
Total	21,831,299	1,329,357	(4,303,856)	18,856,799

NATIONAL RESEARCH, SCIENCE AND TECHNOLOGY FUND

(Administered by National Commission on Research, Science and Technology)
Annual Financial Statements for the year ended 31 March 2019

Reconciliation of property, plant and equipment - 2018

	Opening balance	Additions	Depreciation	Total
Furniture and fixtures	1,630,178	5,959	(336,464)	1,299,672
Motor vehicles	226,018	-	(136,431)	89,587
Office equipment	51,836	10,346	(27,750)	34,432
Computer equipment	780,818	34,447	(592,653)	222,612
Leasehold improvements	3,209,201	3,157,856	(1,987,881)	4,379,176
Laboratory equipment	1,779,180	382,182	(754,650)	1,406,712
Work in progress	14,105,757	293,350	-	14,399,107
	21,782,987	3,884,141	(3,835,829)	21,831,299

Work in progress relates to Professional Fees incurred towards the construction of the GMO Testing, Training and Research Laboratory project.



NATIONAL RESEARCH, SCIENCE AND TECHNOLOGY FUND

(Administered by National Commission on Research, Science and Technology)
Annual Financial Statements for the year ended 31 March 2019

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

4. Intangible assets

	2019 N\$			2018 N\$		
	2019			2018		
	Cost/ Valuation	Accumulated amortisation	Carrying value	Cost/ Valuation	Accumulated amortisation	Carrying value
Computer software, other	1,975,722	(1,174,797)	800,925	1,975,722	(595,150)	1,380,572

Reconciliation of intangible assets - 2019

	Opening balance	Additions	Amortisation	Total
Computer software	1,380,572	-	(579,647)	800,925

Reconciliation of Intangible assets - 2018

	Opening balance	Additions	Amortisation	Total
Computer software	209,057	1,520,247	(348,731)	1,380,572

5. Cash and cash equivalents

Cash and cash equivalents consist of:

Bank balances	8,507,132	15,200,293
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6. Trade and other payables

Third Party funds - SAIS II Project	8,209,608	-
Trade payables	3,579,592	417,586
Payroll accruals	647,925	1,148,447
	12,437,125	1,566,033

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7. Trade and other receivables

Trade receivables	295,046	33,440
Payroll related prepayments	146,509	194,026
Advances	20,448	10,733
	462,003	238,199

8. Provisions

Reconciliation of provisions - 2019

	Opening balance	Additions	Total
Leave Provision	1,148,447	(500,522)	647,925

Reconciliation of provisions - 2018

	Opening balance	Additions	Total
Leave Provision	859,250	289,197	1,148,447

Leave pay is only paid out when the employee resigns. Leave pay is paid out based on the days accumulated.

9. Deferred income

Grants related to assets:

	2019 N\$	2018 N\$
Carrying value of Motor vehicles financed by the Ministry of Education	2	89,586
Development Grant -2014	3,796,000	3,796,000
Development Grant - 2017	1,850,000	1,850,000
Development Grant - 2018	16,935,898	18,701,016
Closing balance	22,581,900	24,436,602
Opening balance	24,436,602	5,872,017
Additions	-	19,604,000
Release from deferred income	(1,854,702)	(1,039,415)
Closing balance	22,581,900	24,436,602

Deferred Revenue includes Development Grant of N\$ 3,796,000, N\$ 1,850,000 and N\$ 19,604,000 received in 2014, 2017 and 2018 respectively, but partly not utilized as yet.

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10. Operating (deficit)

Operating (deficit) for the year is stated after accounting for the following:

Operating lease charges

Premises		
Contractual amounts	4,326,966	3,979,644
Amortisation on intangible assets	579,646	348,731
Depreciation on property, plant and equipment	4,303,856	3,835,829
Employee costs	28,119,810	30,523,981
Research and development	20,000	291,965

11. Revenue

Registration fees	482,753	147,463
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12. Other Income

Government Grant	23,005,608	46,069,000
Sundry income	340,104	369,435
Grant Income Recognised	1,854,702	1,039,415
Government Grant - Rental	1,641,947	1,492,679
Resource Mobilisation Funds	1 528 421	1 180,625
Total Other Income	28,370,782	50,151,154

13. Investment revenue

Interest revenue		
Bank	307,370	210,566

14. Related parties

Relationships

Related Party Transactions

Board Fees	739,076	778,425
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Government Grants

Ministry of Higher Education, Training and Innovation (operating lease grants is paid for by the Ministry of Works and Transport)	23,005,608	67,165,679
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Key Management

Salaries	3,860,264	3,720,061
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15. Cash generated from (used in) operations

(Deficit)/Surplus for the year	(19,039,894)	(1,236,909)
Adjustments for: Depreciation and amortisation	4,883,503	4,184,562
Interest received	(307,370)	(210,566)
Finance costs	2,521	4,495
Foreign Exchange gains	(186)	-
Movements in provisions	(500,522)	289,197
Release of deferred income	(1,854,702)	(18,564,584)
Movements in Third Party funds	8,209,608	-
Trade and other receivables	(223,804)	(238,199)
Trade and other payables	3,162,007	(5,073,119)
	(5,668,839)	16,284,045

16. Risk management

Liquidity risk

The company is reliant on government funding and the absence of adequate alternative sources of funds implies that the Fund could potentially be exposed to liquidity risk in the event that the government struggles financially or there is a delay in the disbursements of grants.

Interest rate risk

The Fund is exposed to interest rate risk as a result of excess cash holdings invested at variable rates.

Credit risk

Credit risk consists mainly of cash deposits. The Fund only deposits cash with major banks with high quality credit standing.

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2019	2018
N\$	N\$

17. Financial assets by category

The accounting policies for financial instruments have been applied to the line items below:

	Loans and receivables	Total
Cash and cash equivalents	8,507,132	8,507,132

2019

	Loans and receivables	Total
Cash and cash equivalents	15,200,293	15,200,293

2018

18. Financial liabilities by category

The accounting policies for financial instruments have been applied to the line items below:

2019	Financial liabilities at amortised cost	Total
Trade and other payables	11,789,200	11,789,200

2018	Financial liabilities at amortised cost	Total
Trade and other payables	417,586	417,586

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DETAILED INCOME STATEMENT

		2019 N\$	2018 N\$
Revenue			
Registration fees		482,753	147,463
Other income			
Sundry income		1,868,525	1,550,060
Government Grant-Operating lease		1,641,947	1,492,678
Grant Income Recognised		1,854,702	1,039,415
Interest received	13	307,370	210,566
Government Grants		23,005,608	46,069,000
		29,160,905	50,509,182
Expenses (Refer to page 21)		(48,198,464)	(51,741,597)
Operating (Deficit) /Surplus	10	(19,037,559)	(1,232,414)
Finance costs		(2,521)	(4,495)
Foreign gains/losses)		186	
Surplus/ (Deficit) for the Year		(19,039,894)	(1,236,909)

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Operating expenses

Advertising	(152,033)	(389,089)
Air travel costs	(623,959)	(223,341)
Astrio Quiz	-	(975)
Auditors remuneration	(75,900)	(76,820)
Bad debts	(1,874)	(4,562)
Bank charges	(46,085)	(38,850)
Bilateral and multilateral	(200,000)	(1,616,580)
Board and Councils Meetings	(37,640)	(46,062)
Cleaning	(261,718)	(207,598)
Computer expenses	(1,549,686)	(1,548,320)
Consulting fees	(293,085)	(460,557)
Depreciation, amortisation and impairments	(4,883,503)	(4,184,562)
Electricity and water	(666,583)	(854,787)
Employee cost	(28,119,810)	(30,523,981)
Board and Council fees	(1,263,431)	(778,425)
Estate repairs and maintenance	(64,926)	(164,130)
Grants on requests	(27,456)	(422,121)
ICGEB Membership Fees		(4,190)
1ST Africa		(6,880)
Insurance	(329,802)	(319,828)
Lease rentals on operating lease	(4,326,966)	(3,979,644)
Local travel and accommodation cost	(14,642)	(86,094)
National Biotechnology Programme	(1,456)	(748)
National IKS and Plato Project	-	(21,308)
National Science Fair	(360)	(1,760)
Office expenses	(114,835)	(189,412)
Pearl Millet Project	(178,891)	(18,030)
Petrol and oil	(85,941)	(74,143)
Platform for linkage creation	(268,608)	(328,252)
Postage	(45,664)	(13,843)
Printing and stationery	(273,600)	(418,737)
Project management expense	(1,550,231)	(1,172,704)
OMS Programme	(2,039)	(26,117)
Research and development costs	(20,000)	(291,965)
STI Capacity, legal and policy	(1,327,646)	(366,935)
Security	(483,663)	(564,268)
Software expenses		(9,083)
Space Science Project	(13,788)	(18,495)
Staff welfare	(37,893)	(150,085)
Survey and benchmarking	(76,069)	(243,974)
Telephone and fax	(477,386)	(643,297)
Training and workshops	(271,078)	(1,187,169)
Vehicle repairs and maintenance	(33,964)	(63,878)
	(48,198,464)	(51,741,597)