

NCRST

National Commission on Research Science and Technology

ANNUAL REPORT
2019 / 2020

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LIST OF ABBREVIATIONS

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

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

FOREWORD BY THE CHAIRPERSON

"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)"



It is my pleasure to present the Annual Report of the National Commission on Research, Science and Technology (NCRST) for the 2019/2020 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. This is evident in the revision of National STI Policy (NSTIP) and drafting of National Programme on Research, Science, Technology and Innovation (NPRSTI) as well as the Space Science Policy.

The NCRST recognises that for it to succeed to achieve 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:

- Food and Agricultural Organisation (FAO) regarding the Bio-Economy Strategy
- University of Namibia (UNAM), and the Ministry of Higher Education, Training and Innovation (MHETI) regarding the High Energy Stereoscopic System (H.E.S.S.)
- National Heritage Council (NHC) regarding the research at Heritage Sites.

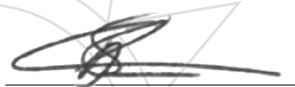
The NCRST also continues to engage fully with its line Ministry as well as the Ministry of Education, Arts and Culture in order to ensure successful execution of its mandate.

"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 growth of our economy through research, science, technology and innovation"

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 and to be able to address enabling technologies, which will provide wide-application solutions that address economic and social challenges within the Namibian society.

I would like to sincerely thank the Honourable Dr Itah Kandjii-Murangi, 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 growth of our economy through research, science, technology and innovation.



Dr Nortin Titus
Chairperson



PART I

STRATEGIC AND OPERATIONAL REPORT





EXECUTIVE SUMMARY

1

"Much gratitude goes to the NCRST Commissioners for their unwavering commitment and support towards the attainment of the NCRST's Vision and to the NCRST staff who continue to give their time and expertise in carrying out their work as assigned to them."

The National Commission on Research Science and Technology (NCRST) here by presents its Annual Report for the financial year 2019/2020. This report outlines the organisation's performance for the year under review and highlights the achievements in the implementation of its Annual Business Plan.

The organizational successes are visible in all areas related to the 4 themes of the Strategic Plan, namely:

- **Operational Excellence** whereby the NCRST was able to do more with less and contain the cost of operations within the budget ceiling from Treasury.
- **Organizational Sustainability** whereby the NCRST have maintained relevance to Customers and Stakeholders through provision of required products and services on a shoestring budget.
- **Strategic Partnership** whereby the NCRST have, amidst challenges, improved Service Delivery through existing and newly developed partnerships.
- **Innovation Excellence** where by the NCRST have seen solutions that are addressing socio-economic challenges being achieved through the innovation fostering and co-creation services that have been developed.

The next financial year is expected bring its own mix of challenges and successes, but the NCRST direction and mandate is clear on what needs to be done. It is imperative for NCRST to continue focusing intently on playing the role in contributing to the long-term aspirations of transforming Namibia into a knowledge-based society as set out in Vision 2030.

Much gratitude goes to the NCRST Commissioners for their unwavering commitment and support towards the attainment of the NCRST's Vision and to the NCRST staff who continue to give their time and expertise in carrying out their work as assigned to them.

Moreover, for the partners who continue to generously contribute to NCRST's work, their efforts are much appreciated. The NCRST therefore banks on collective efforts of all stakeholders to join hands in science, technology and innovation in order to build a future that all Namibians want to see.



STRATEGY OVERVIEW

2

The importance of Research, Science and Technology as an engine of economic growth and development cannot be over emphasised. It is on this premise that Namibia has enacted the Research, Science and Technology Act, 2004 (Act 23 of 2004).

2.1 Ncrst Mandate

The importance of Research, Science and Technology as an engine of economic growth and development cannot be over emphasised. It is on this premise that Namibia has enacted the Research, Science and Technology Act, 2004 (Act 23 of 2004). The objectives as outlined in Section 1 of the Act are to:

- (a) ensure the coordination, monitoring and supervision of research, science and technology in Namibia
- (b) promote and develop research, science and technology in Namibia
- (c) 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) encourage and promote innovative and independent thinking and the optimum development of intellectual capacity of people in research, science and technology
- (e) ensure dedicated, prioritised and systematic funding for research, science and technology application and development in Namibia
- (f) promote linkages between Namibia and international institutions and bodies on the development of research, science and technology.

2.2 Core Ideology

2.2.1 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.

2.2.2 Vision

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

2.2.3 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 the 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.

2.2.4 Brand Promise

Fostering Excellence through Knowledge and Innovation

2.3 Strategic Themes and Strategic Results

The following themes were of vital strategic importance over the financial year and were 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 provision of required products and services
- Strategic Partnership with a Strategic Result of an Improved Service Delivery through an Increased Quality of our Partnerships
- Innovation Excellence with a Strategic Result of Solutions addressing socio economic challenges being 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 as stated in paragraph 2.4.

2.4 Organisation-wide Key Performance Indicators (KPIs)

Perspective	Strategic Objective	Intended Results	Performance Measure	Targets	Strategic Initiative	Delegated Lead
Customer and Stakeholder	Improve Customer and Stakeholder Satisfaction	Customer Satisfaction with Service Delivery Stakeholder Satisfaction with Mandate Execution	Satisfaction Survey Rating Score	Increase from baseline to 80% by Year 5	Implement Customer and Stakeholder Engagement Strategy	CEO
	Increase Funding	More resources available to carry out / execute the mandate	<ul style="list-style-type: none"> % increase in Funds mobilised; % increase in income from services 	50% Increase per year	<ul style="list-style-type: none"> Implement strategy for resources mobilisation and investment 	CEO
Financial	Reduce Cost	<ol style="list-style-type: none"> Reduced non-priority expenditures Financial Soundness 	<ul style="list-style-type: none"> % administrative cost 	<ul style="list-style-type: none"> Reduce from baseline to 25% of Actual Budget by Year 5 	<ul style="list-style-type: none"> Implement Activity-based Budgeting 	CEO

Perspective	Strategic Objective	Intended Results	Performance Measure	Targets	Strategic Initiative	Delegated Lead
Internal Process	Improve Networking and Engagement	More / improved linkages and partnership impact in RSTI	<ul style="list-style-type: none"> • % of Active Grants emanating from bilateral, multilateral and Agency to Agency Agreements • % RSTI Outputs emanating from bilateral, multilateral and agency to agency agreements • % of Active Grants emanating from private industry • % RSTI Outputs emanating from private industry 	<ul style="list-style-type: none"> • Increase by 10% annually 	<ul style="list-style-type: none"> • Implement the Cooperation Agreement Action Plan • Coordinate RSTI Awareness Activities 	RSTICS, ITD
	Improve RSTI Outputs	RSTI outputs are fit for purpose	<ul style="list-style-type: none"> • % increase in RSTI outputs 	<ul style="list-style-type: none"> • Increase by 10% Annually 	<ul style="list-style-type: none"> • Implement the RSTI Monitoring and Evaluation Plan 	RSTICS, ITD

Perspective	Strategic Objective	Intended Results	Performance Measure	Targets	Strategic Initiative	Delegated Lead
	<i>Improve Projects Execution</i>	<ol style="list-style-type: none"> 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 	<ul style="list-style-type: none"> •Increase from baseline to 90% in the next 5 years 	<ul style="list-style-type: none"> •Implement Project Management Framework 	CEO
	<i>Improve Internal Processes</i>	<ol style="list-style-type: none"> 1. All activities have clear processes and procedures 2. Timely flow of information 3. Reduced turnaround time 4. Customers can access services easily and on time 	<ul style="list-style-type: none"> •% of key systems operational •% of service turnaround time met 	<ul style="list-style-type: none"> •Increase from baseline to 90% in the next 5 years 	<ul style="list-style-type: none"> •Implement the Business Process Improvement Programme 	CEO
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% in the next 5 years 	<ul style="list-style-type: none"> •Develop the Cooperation Agreement Action Plan 	CEO
	<i>Improve RSTI Infrastructure Access</i>	<ol style="list-style-type: none"> 1. More access to RSTI infrastructure, 2. Increased RSTI outputs 	<ul style="list-style-type: none"> •% of RSTI Stakeholders that have access to RSTI Infrastructure 	<ul style="list-style-type: none"> •Increase from baseline to 50% 	<ul style="list-style-type: none"> •Implement the RST Infrastructure Strategy 	CEO
	<i>Improve Policy and Regulatory Framework</i>	<ol style="list-style-type: none"> 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% in the next 5 years 	<ul style="list-style-type: none"> •Implement Corporate as well as RSTI related frameworks 	ITD
	<i>Improve Skills and Knowledge</i>	Skilled and knowledgeable work force	<ul style="list-style-type: none"> •% Competency levels to threshold 	<ul style="list-style-type: none"> •Increase from baseline to 80% in the next 5 years 	<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% in the next 5 years 	<ul style="list-style-type: none"> •Develop and implement an Organisation Culture Plan 	BSS

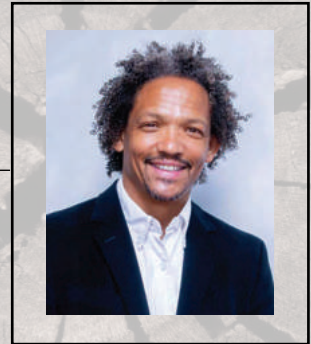
CORPORATE GOVERNANCE AND MANAGEMENT OVERVIEW

3

The Commissioners have, in terms of Sections 12, 13 and 14 read together with Section 31 of the Act, delegated certain functions to the following persons and structures without abdicating its own responsibilities...

3.1 Commissioners

DR NORTIN TITUS
Chairperson



MS JOSEPHINE JOSTE //HAUBAS
Deputy Chairperson



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 JOHANNA F. ANDOWA
Member



MS IVONNE MUJORO-KAUKUETU
Member



DR RONNIE BOCK
Member





DR RIAAN STEENKAMP
Member



MS NDITAH NGHIPONDOKA-ROBIATI
Member



MS ENID KERAMEN
Acting Chief Executive Officer - *Ex Officio*

During the period under review, the Commissioners held three (3) ordinary meetings and three (3) special meetings as indicated below:

Meeting Type	Date
Ordinary	25 May 2019
Ordinary	03 August 2019
Special	19 September 2019
Special	09 October 2019
Ordinary	25 November 2019

The matters approved by the Commissioners during the year under review as submitted by the Board Committees, Councils and Management are as follows:

- The National Biotechnology Testing Laboratory Manual for the NCRST
- The Genetically Modified Organisms Permit Templates and Recommendations Document
- The NCRST Budget for FY2019/2020
- The establishment of an interim Nuclear Science Technology Committee work towards the establishment of the Nuclear Science and Technology Council
- Amendments to the Human Resources and Recruitment Policy
- The appointment of Council members, to the National Space Science Council for further submission to the Minister for approval
- The NCRST Audited Annual Financial Statements ending 31 March 2019.

3.2 Committees and Councils

The Commissioners have, in terms of Sections 12, 13 and 14 read together with Section 31 of the Act, delegated certain functions to the following persons and structures without abdicating its own

responsibilities:

- the Chairperson of the Commissioners
- the Chief Executive Officer
- the Executive Committee (EXCO)
- the Foundation for Research, Science and Technology (FRST) (The Foundation)
- the Finance and Audit Committee (FAC)
- the Human Resources and Remuneration Committee. (HRC)
- the Executive Management Committee. (EMC)

3.2.1 Executive Committee (EXCO)

EXCO is established by Section 12(1) of the Research Science and Technology Act, 2004 (Act 23 of 2004) to execute decisions and manage the affairs and activities of the NCRST. EXCO is a five-member Committee, comprising of the following persons as listed in Section 12 (3) of the RST Act:

- Chairperson of the Commission
- Vice-Chairperson of the Commission
- Three other Commissioners elected by the Commissioners
- The Chairperson and Vice-Chairperson of the Commission are the Chairperson and Vice-Chairperson of the EXCO, respectively.

During the period under review, the EXCO held four (4) ordinary meetings as indicated below:

Meeting Type	Date
Ordinary	18 May 2019
Ordinary	31 July 2019
Ordinary	19 November 2019
Ordinary	10 March 2020

3.2.2 Foundation for Research, Science and Technology (FRST) - The Foundation

The Foundation is established in terms of Section 13(4) of the Research Science and Technology Act 23 of 2004 (the "Act"). The Foundation consists of seven members elected by the Commissioners to serve on an annual basis, or longer period as the line minister may determine on recommendation of the Commissioners.

The following are the powers and functions of the Foundation:

- Advising the Commissioners on formulating national policies and strategies on Research, Science, Technology and Innovation
- Overseeing the development of the National Research, Science, Technology and Innovation programme and monitor its implementation as provided for in Section 18 of the Act
- Overseeing and approving the allocation of resources necessary to advance and implement the National Research, Science, Technology and Innovation Programme
- Guiding the allocation of the resources necessary to advance strategic regional and international collaborations in the field of Research, Science, Technology and Innovation
- Evaluating and approving grants for research and innovation
- Actively pursuing the international collaboration and funding opportunities for collaborative research
- Ensuring 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 three (3) ordinary meetings as indicated below:

Meeting Type	Date
Ordinary	08 May 2019
Ordinary	24 July 2019
Ordinary	26 February 2020

3.2.3 Finance and Audit Committee (FAC)

The primary purpose of this committee is to assist the Commissioners 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 FAC held five (5) ordinary meetings as indicated below:

Meeting Type	Date
Ordinary	08 May 2019
Ordinary	16 May 2019
Ordinary	24 July 2019
Ordinary	21 November 2019
Ordinary	25 February 2020

3.2.4 Human Resources and Remuneration Committee (HRC)

This Committee's major duties are to:

- oversee compliance with HR related policies and provide advice on such policies to the Commission, and

- initiate and oversee the formulation and review of all HR related policies and recommend these to the Commission for approval with due consideration of guidelines contained in the Labour Act, (Act 11 of 2007), Public Enterprises Governance Act, (Act 1 of 2019) and State-Owned Enterprises Governance Act, 2006 (SOE Act) where appropriate.

During the period under review, the HRC held three (3) ordinary meetings and four (4) special meetings as indicated below:

Meeting Type	Date
Ordinary	15 May 2019
Special	07 June 2019
Ordinary	22 July 2019
Special	31 July 2019
Special	08 August 2019
Special	11 September 2019
Ordinary	24 February 2020

3.2.5 Biosafety Council

The Biosafety Council is established in terms of Section 19 (1) of the RST Act, and by Section 5 of the Biosafety Act, 2006 (Act 7 of 2006) to perform the following functions in fulfilling its purpose in terms of the objectives of the Biosafety Act as follows:

- (a) to introduce a systems-and-procedures approach for the regulation of Genetically Modified Organisms in Namibia, to provide an adequate level of protection to the conservation and sustainable use of biological diversity, considering the following:
 - (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.

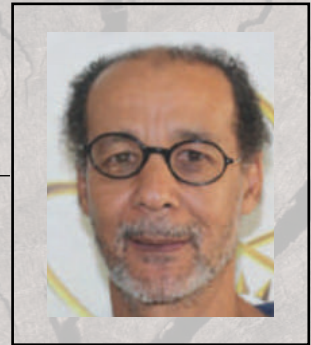
The composition of the Biosafety Council is prescribed in terms of Section 6 of the Biosafety Act:

- 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 KASAONA
Member





MR ETUNA JOSUA
Member



MR JAKOBS BENJAMIN
Member



DR CAROLINE !GARUS-OAS
Member

During the period under review, the Biosafety Council held three (3) ordinary meetings as indicated below:

Meeting Type	Date
Ordinary	04 April 2019
Ordinary	22 August 2019
Ordinary	22 January 2020



3.3 Executive Management Committee (EMC)

The CEO, General Managers of Departments and the Heads of Units within the Office of the CEO forms the EMC. The functions of the EMC are to guide the strategic and policy direction of the NCRST.



MS ENID KERAMEN
Acting Chief Executive Officer



VACANT:
GM: Research, Science, Technology and Innovation
Coordination and Support



MR VINCENT !NOWASEB
GM: Innovation and Technology Development (National
Facilities)

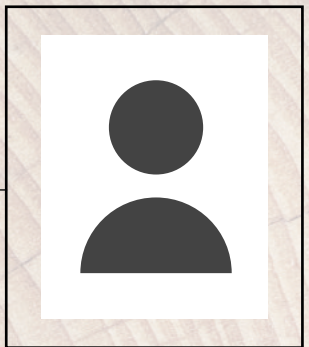


MS ALBERTINA NGURARE
GM: Business Support Services

MR ABEL ABEL
Head: Internal Audit



VACANT:
Head: Corporate Communication and Marketing



MR MATHEUS SHIKONGO
Head: Quality Assurance and Operational Excellence



MS ENID KERAMEN
Head: Legal Advice and Company Secretariat



During the period under review, the EMC held 9 ordinary meetings and 5 special meetings, as indicated below:

Meeting Type	Date
Ordinary	11 June 2019
Ordinary	9 July 2019
Special	22 August 2019
Ordinary	10 September 2019
Ordinary	8 October 2019
Ordinary	20 November 2019
Ordinary	9 December 2019
Ordinary	14 Jan 2020
Ordinary	5 February 2020
Special	13 February 2020
Ordinary	10 March 2020 - continuation 11 March 2020
Special	16 March 2020 - continuation 17 March 2020
Special	20 March 2020
Special	24 March 2020



CORPORATE GOVERNANCE AND MANAGEMENT OVERVIEW**4**

The CEO is responsible for implementing the strategy set by the NCRST, while also exercising specific supervisory roles of the units within the CEO's Office, namely: Internal Audit and Risk, Legal Advice and Company Secretary, Quality Assurance and Operational Excellence, Corporate Communication, and Marketing function. These units are managed by the Heads.

4.1 Office of the CEO

The CEO is responsible for implementing the strategy set by the NCRST, while also exercising specific supervisory roles of the units within the CEO's Office, namely: Internal Audit and Risk, Legal Advice and Company Secretary, Quality Assurance and Operational Excellence, Corporate Communication, and Marketing function. These units are managed by the Heads.

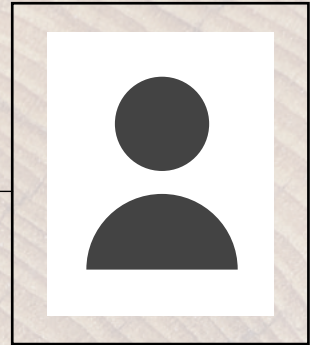


MS ENID KERAMEN
Acting Chief Executive Officer



MR ABEL ABEL
Head: Internal Audit

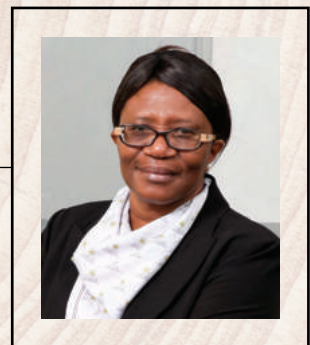
VACANT:
Head: Corporate Communication and Marketing



MR MATHEUS SHIKONGO
Head: Quality Assurance and Operational Excellence



MS ENID KERAMEN
Head: Company Secretariat and Legal Advice





4.1.1 Internal Audit and Risk Unit

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.

4.1.2 Company Secretariat and Legal Advice Unit

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

4.1.3 Quality Assurance and Operation Excellence Unit

This unit 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.

4.14 Corporate Communications and Marketing Unit

This unit 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.

4.2 Research, Science Technology and Innovation

Coordination and Support (RSTICS) Department

This department has four divisions, namely, Policies, and Council Services, Resource Mobilisation and Grant Management, Knowledge Management and Intellectual Property Coordination, and Human and Institutional Development, Science and Technology Promotion. Through these divisions the department serves to:

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



VACANT:
**GM: Research, Science, Technology and Innovation
Coordination and Support**



MR GERNOT PIEPMEYER
Manager: Policies and Council Services



VACANT:
Manager: Resource Mobilisation and Grant Management



MS ANGELIQUE PHILANDER
**Manager: Human and Institutional Development, Science and
Technology Promotion**



MR MOSES MOSES
**Manager: Knowledge Management and Intellectual Property
Coordination**



4.3 Innovation and Technology Development (ITD) Department (Management of National facilities)

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

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



MR VINCENT !NOWASEB
GM: Innovation and Technology Development (National Facilities)



Ms Lovisa Immanuel
Manager: Innovation and Industrial Research



MS HILYA SHIKONGO
Manager: Natural Sciences Research



MR PAULUS MUNGEYI
Manager: Biotechnology



4.4 Business Support Services (BSS) Department

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



MS ALBERTINA NGURARE
GM: Business Support Services



MR SIMON NGHIPANGWA
Manager: Corporate Finance



VACANT:
Manager: Fund Management and Investments



MS JOHANNA HATUTALE
Manager: Human Resources and Organisational Development



MR KEVIN FISCH
Manager: Information and Communication Technology



STRATEGIC KEY PERFORMANCE AREAS OVERVIEW

5

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 this reporting period, the NCRST recorded several successes as indicated below:

5.1 Stakeholder and Customer Satisfaction

- The continuous coordination and provision of Human Resource Services to employees, which include the coordination of stakeholder information and the maintenance of service-level-agreements with various 3rd parties, e.g., Old Mutual (Orion) for pension member information, NMC for medical aid benefits, Nam-Mic and Nedbank for employee personal loans were done to the satisfaction of the employees.
- The NCRST attained a Clean Statutory Audit for the FY2019/2020 to the satisfaction of its stakeholders.
- The NCRST conducted various stakeholder satisfaction surveys. Issues arising from these surveys were contained in respective survey reports which were sent to relevant departments for rectification and feedback.

5.2 Funding, Resource Mobilisation and Grant

Management

The NCRST has continuously engaged potential sponsors and partners to mobilise resources for its operations through the following avenues:

5.2.1 Calls/ funded Projects

a) Bilateral Calls

The 4th Bilateral joint call between Namibia and South Africa was extended to June 2020 and all projects should provide progress reports by 30 June 2020. In addition, the NCRST and NRF completed a Joint Research Programme, 2010 to 2019 review report. The main purpose of the report was to analyse the four joint calls between the two institutions, provide information on

the performance and impact of the agreement according to stated criteria such as research capacity development, results, outcomes, and dissemination, and informed decisions about the future of this agreement. The NCRST and NRF will commence with the development of a booklet for the 1st, 2nd, 3rd and 4th Bilateral calls between Namibia and South Africa to showcase the achievements made under this bilateral agreement between the two countries. This booklet has been drafted and should be published soon.

b) National Innovation Challenge for Women (NICW) /FemBioBiz III Programme

The NCRST together with the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) on behalf of the German government and Hivos launched the NICW/FemBioBiz III Acceleration Programme in April 2019. This programme is aimed at supporting female-owned businesses in Agri-food, Nutrition, Health, ICT/tech, Waste (upcycling), Cosmetics and Better agriculture services. The purpose of the NICW/FemBioBiz III Programme is to create a network of women entrepreneurs in the SADC region, to develop leadership, technological and business skills in female-owned businesses as well as to support deal-making and business acceleration in the aforementioned sectors.

The NCRST as the coordinator for FemBioBiz Programme in Namibia, launched the Season 3 known as the NICW/FemBioBiz III Programme with a stakeholders' workshop, held on the 09th of April 2019 at the NCRST premises.

A total of 219 applications were received, of which 66 applicants were selected to participate in Phase 1 training. However, only 46 participants attended the Phase 1 training which consisted of the Business Model Canvas and Pitch training. After Phase 1, 32 participants were selected to proceed to the Phase 2 workshops. The Phase 2 workshops were divided into Bootcamp 1 and 2 trainings respectively. The Bootcamp 1 training was held on 24 to 27 June 2019, focusing on business strategy, marketing, and financial training as well as pitch preparation and exercises.

The Bootcamp 2 training held on 29 to 30 July 2019, focused on areas such as negotiation skills, dealing with nervousness, Agro-processing food safety and standards as well as pitching. A 1-day pitch competition took place on the 31st of July after Bootcamp 2 training to select the in-country (national) winners. The prizes for national winners were sponsored by GIZ on behalf of the German government.

The national winners are:



- Iriya Jona – Nam-Oceanic Kelp Production Enterprise CC, 1st prize: N\$ 80 000.00
- Leya Elago – Genetix Metazoa TM, 2nd Prize: N\$ 60 000.00
- Paulina Alfeus – Power Six Investment CC, 3rd Prize: N\$ 40 000.00
- Loide Amadhila – Chrisla Essentials Cosmetics CC, 4th prize: Export readiness support
- Aletha Afrikaner – EarthChild Creations CC, 5th prize: N\$ 20 000.00

The first 4 national winners also represented Namibia at the regional pitching competition event during the 5th Africa Women Innovation and Entrepreneurship Forum (AWIEF) from 29 to 30 October 2019 in Cape

Town, South Africa.

Below is the is funded Project and corresponding outputs:

No	Project Title	Priority Research / Innovation Area	Beneficiaries	Outputs
1	National Innovation Challenge for Women (NICW) / FemBioBiz III Programme	Themes namely <ol style="list-style-type: none"> 1. Agri-food 2. Nutrition 3. Health 4. ICT/tech 5. Waste (upcycling) 6. Cosmetics 7. Better agriculture services 	Namibian Female business owner owning at least 50% of the business	<ul style="list-style-type: none"> • Provided women with business at the infancy stage an opportunity to grasp the knowledge of business planning • Significantly contributed to the visibility and opportunity for women in identified national priority areas • Improved the technical skills of participants • Ensured that the national winners are investment ready

5.2.2 Innovation Fostering Services

a) SAIS II Programme

SAIS II is a regional initiative that supports the growth of new businesses through strengthening innovation ecosystems and promotion of cross-border collaboration between innovation role-players in Southern Africa. The Programme focuses on strengthening early-stage enterprises and young entrepreneurs, connecting innovation ecosystems, and promoting innovations serving socially or economically disadvantaged populations. The overall objective of SAIS II is “enhanced regional innovation cooperation and national innovation systems contributing to inclusive business and development”. SAIS II runs for four years from 2017 to 2021. The programme activities are managed by a Programme Management Office (SAIS II PMO) located in Windhoek, Namibia and is hosted by the National Commission on Research, Science and Technology. The SAIS II PMO is supported by national Focal Points which are the national organisations mandated

to promote and coordinate Science, Technology and Innovation (STI) in the five SAIS II partner countries.

The SAIS II Programme achieved the following:

- The SAIS II 2nd Innovation Call for Proposals selected 9 successful projects for funding and signed individual award agreements in November 2019. From Namibia, the Sam Nujoma Marine & Coastal Resources Research Centre (SANUMARC) and the Namibia Housing Action Group were awarded grants for the Precision Desert Agriculture project and Living Permaculture project respectively.
- Connected Hubs, a project within the SAIS II Programme as well as part of the NCRST/SAIS action plan successfully hosted the 2nd Annual Southern Africa Innovation Forum (ASAIF 2019), in Gaborone, Botswana in September 2019.
- The BOOST UP series was preceded by the BOOST UP Hype event, hosted at Dololo DoBox

on the 2nd of July 2019. It was aimed at creating interest and buzz around the BOOST UP series of start-up training events. This event was attended by close to 100 start-ups and entrepreneurs.

- The BOOST UP: Set-Up Event is a set of coaching events, consisting of the Ideation workshop, the Business Model Development workshop as well as the Pitching Coaching workshop. These events were hosted on 09 July 2019, 16 to 17 July 2019 and 23 July 2019 respectively. The workshop was attended by 19 participants, 15 males and 4 females. The Namibia Business and Innovation Institute and Dololo Operations provided venues for these events.

- The BOOST UP: Stand-Up Event is a start-up pitching competition for all Namibian start-up entrepreneurs that have technological solutions to solve societal challenges. The event took place on 15 August 2019 at the DoBox venue.
- Of 26 applications received for the Stand-Up pitching competition, 6 were females. Ten start-ups were selected to take part in the Stand-Up pitching competition, of which two were females.
- Two national winners got selected and participated at SLUSH 2019. The national winners were as follows:



Berhane Wheeler - The lab



Pieter Moller - IoT Radar

- Through Connected Hubs, NCRST offered coaching and mentoring to the start-ups who represented Namibia at SLUSH 2019.

Below is the SAIS II funded Project and corresponding outputs:

No	Project Title	Priority Research / Innovation Area	Beneficiaries	Outputs
1	BOOST Series	Inclusive innovation	Tech start-ups	Training in Business Model Canvas, Business Strategy Development and Pitching

b) Emerging Technologies and Development:**Biotechnology and Food Security**

The Science Granting Councils Initiative (SGCI) was launched in 2015 and it seeks to strengthen the capacities 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 first phase of this initiative lasted for 5 years (2015-2020) and was jointly funded by the United Kingdom's Department for International Development (DFID), Canada's International Development Research Centre (IDRC), and South Africa's National Research Foundation (NRF). In July 2018, the Swedish International Development Cooperation Agency (SIDA) and IDRC agreed on a new 5-year partnership to deepen and sustain the SGCI from 2018 to 2023.

After a call for proposal to manage research calls within the framework of the Science Granting Councils Initiative, the NCRST secured funding to invest on research projects that are responding to Namibia's national priorities. These includes manufacturing and industrialisation, sustainable economies and societies, and emerging technologies and development. It is against this background that the call below is issued.

The major highlight of this project is the funding that the NCRST secured from Science Granting Councils Initiative.

Below is the funded Project and corresponding deliverables:

No	Project Title	Priority Research/ Innovation Area	Beneficiaries	Outputs
1.	Food security and Nutrition Improvement by Fostering protein-rich legume using low-cost Biotechnology in Namibia (FOODSECBIO)	Emerging Technologies and Development: Biotechnology and Food Security	Percy Chimwamurombe - Namibia University of Science and Technology	<ol style="list-style-type: none"> 1. Enhanced biofortification of food especially cowpeas and other products 2. Improved provision of protein-rich diet for rural communities especially children 3. Reduced food losses by extending the shelf-life of food products by the use of innovative packaging and technology-based methods for detection and prevention of food spoilage

5.2.3 Research Registration Services

During the period of reporting, about 50 research registration permits were issued resulting in a revenue totalling N\$352,314.

5.2.4 Funds Mobilised from Cooperation

Agreements and Development Partners

- The NCRST resource mobilisation committee is in place. The purpose of the committee was to assist the commission in mobilising resources for specific projects through developing appropriate strategies, reducing budget deficit and providing sufficient funding of NCRST programmes and operation. The committee drafted the Resource mobilisation action plan and currently waits for approval.
- The FNI and NCRST jointly mobilised USD100,000 through the SGCI Theme 3. In addition, FNI and NCRST further provided USD50,000 each towards the project. Twelve (12) products were created, surpassing the initial target of eight (8) products (varieties of jams, soups, yogurt, and juices). UNAM developed five (5) products whilst IIAM produced seven (7) products. These were tested in the market with a high rate of acceptability. In addition, two (2) videos, two (2) posters and training manuals were developed. Furthermore, five (5) publications were also drafted. The results of the project were disseminated and presented in various workshops.
- Through the New Project Partnerships formed - (NCRST - SGCI (IDRC)) partnership, the NCRST secured a funding of CAD300,000 (USD240,000). The purpose of the Science Granting Council initiative (SGCI-2) funding is to contribute towards improving SGCs' management of research calls and grants to strengthen Council's capacities.
- NCRST further mobilised N\$750,000 from FAO for the development of a National Bio-economy strategy
- About N\$10,5 million was mobilised by the NCRST team to fund various Innovation programmes. These funds were mobilised from the following Development Partners: Finish Government (SAIS II Programme); HIVOS (Femibiobiz); GIZ (Femibiobiz); and IIMC International.
- NCRST further mobilised N\$777,325 from GIZ towards the National Innovation Challenge for Women (NICW).
- NCRST also mobilised EUR33,010.25 (N\$588,924.91) from the SAIS II Programme towards the implementation of joint funded activities/projects.
- NCRST have engaged with the Deputy-Head of the World Intellectual Property Organisation (WIPO) Academy to make available funds for two additional NCRST staff members as candidates to be enrolled for the Masters in Intellectual Property Studies (MIP) for the 2021/2022 Academic Year intake of which the response is awaited.

5.3 Cost Reduction

The following cost cutting measures were achieved:

- The majority of meetings were predominantly held online, and this resulted in cutting costs in respect of venue, transport, accommodation, and catering services.
- The Human Resources spending was contained within budget provision during the period of review.
- The continuous implementation of the leave management initiatives realised a reduction in leave provision liability to the NCRST.
- Prudent financial resources management and control realised the following benefits:
 - Minimised administrative cost
 - Improved office space and reduced utility cost
 - Improved fleet control and management and ultimate reduced fuel cost
 - Improved cash flow management.

5.4 RSTI Awareness, Networking and Engagement

5.4.1 Custodianship of the Corporate Communications and Marketing (CCM) function

In June 2019 the whole staff compliment in the CCM Unit left the employment of the NCRST, hence necessitating executive management to re-organise the function and place it under the Human and Institutional Development, Science and Technology Promotion division of the RSTICS department.

5.4.2 NCRST Newsletter

Templates of the NCRST's newsletter were reviewed and vetted by QAOE in 2020 and are now ready for use.

5.4.3 NCRST Website

The NCRST continues to keep its website content up-to-date and relevant, and commenced in 2019 with the latest update. This exercise was completed in 2020.

5.4.4 Namibia Journal on Research, Science and Technology (NJRST)

The NCRST successfully launched the Journal on 31 October 2019 together with the Editorial Board at the UNAM Library. Meetings were conducted with the Editorial Board to further pave the way for the Journal in terms of the second edition, research ethics, accreditation, and an online version. A call for papers for the second edition of the NJRST was launched in March 2020.

5.4.5 SADC WISETO Namibia Chapter

The Charter establishing the SADC WISETO Namibia Chapter was completed and approved by the Executive Management Committee of the NCRST as well as the Commissioners. It was also submitted to the Ministry of Higher Education Training and Innovation (MHETI) for approval by the Minister and endorsement by Cabinet. The Directorate of Research and Innovation of MHETI had a meeting with the NCRST in November 2019 and made amendments to the Charter. It was also suggested that the NCRST presents the Charter to the Minister and Management of MHETI.

5.4.6 Mathematics and Science Computer based learning Centres

In March 2020, the NCRST reached out to various stakeholders to develop software based on the new Namibian education curriculum. A national steering committee was established to oversee the development of the software. The steering committee recommended that to proceed with its work, a situation analysis for the centres need to be conducted.

5.4.7 Science Demonstration Centre

The NCRST held various meetings in March 2020 with the City of Windhoek (CoW) and the Khomas Regional Council to identify a space from the CoW to set up a Science Demonstration Centre. The CoW is also looking into opening an Environmental Education Centre which fits into the plans of the NCRST's Science Centre. They therefore proposed that the NCRST should identify and propose the type of partnership it envisages with the CoW. An action plan for the establishment of Science Demonstration Centre was developed.

5.4.8 Social Club

The NCRST Social Club successfully hosted various team building and social events for employees. The events resulted in a more team-spirited working environment.

5.4.9 GMO Inspections and Awareness Campaign

The Biotechnology division conducted GMO inspections and awareness campaigns to stakeholders in the Otjozondjupa, Kavango east, Kavango west, Zambezi regions to assess stakeholders' awareness of the Biosafety Act, 2006 (Act 7 of 2006) and to create awareness about inspections to be done for all activities relating to genetically modified organisms (GMOs) and GMO products in Namibia. This took place from 29 November 2020 - 10 December 2020.

5.4.10 Participation in Connected Hubs

This following Connected Hubs were attended:

- An on-site session - Lean Service Creation Workshop with Futurice, was held on 10 April 2019 in Pretoria, South Africa. The purpose of this initiative is to facilitate knowledge exchange within innovation actors in Southern Africa, which are the 15 member organisations of Connected Hubs. The aim is to share best practices in innovation support and further build a networked community of innovation actors in Southern Africa Development Community (SADC).

5.4.11 Patent Drafting Course

The NCRST participated in the Patent Drafting Course organised by the World Intellectual Property Organisation (WIPO) in cooperation with the African Regional Intellectual Property Organisation (ARIPO) with the assistance of the Japan Patent Office (JPO), held in Harare, Zimbabwe from 02 to 06 September 2019. The objective of the Patent Drafting Workshop is to improve the capacity and skills of targeted participants in drafting patent applications, and to familiarise them with new techniques which will assist them in better defining the scope of claims.

5.4.12 Africa Women Innovation & Entrepreneurship Forum

The NCRST participated in the Africa Women Innovation & Entrepreneurship Forum (AWIEF) conference, held from 29 to 30 October 2019 at the Cape Town ICC, South Africa. AWIEF is a platform that sees global thought leaders, industry, experts, policy makers and investors gather to dialogue, connect and network, in a combined effort to boost Africa's entrepreneurship ecosystem. The purpose of the conference was to promote and support female innovation, technology and entrepreneurship across Africa.

5.4.13 SAIS Inclusive Innovation Training

The NCRST also participated in the SAIS Inclusive Innovation Training and Networking event, held at

the NUST Hotel School, on 12 and 13 February 2020. The event brought together actors working on the diverse topics of inclusive innovation in Namibia and Southern Africa.

5.4.14 Zambia Entrepreneurship Summit 2019

The NCRST participated in the Zambia Entrepreneurship Summit 2019, held in Lusaka, Zambia from 13 to 15 May 2019. The aim was to provide a forum for business linkages, development, and networking.

5.4.15 BOOTCAMP SLUSH 2019 and pre - Boost Up Event

The NCRST participated in the BOOTCAMP SLUSH 2019, held in Helsinki, Finland from 14 to 24 November 2019. As a recognised SAIS Connected Hub delegate, the role was to provide support to the selected start-ups through knowledge exchange, one-on-one coaching, mentoring and facilitation of peer-learning amongst each other and to link the start-ups with international players, establish relationships and assist in forming positive collaborations.

5.4.16 Fembiobiz 3 Closing meeting

The NCRST participated in the Fembiobiz 3 Closing meeting, held in Pretoria, South Africa from 10 to 12 February 2020. The meeting saw an end of a successful phase of empowering female entrepreneurs and innovators.

5.4.17 Monitoring, Evaluation and Learning Workshop (MEL) and the Project Closure meeting

In corroboration with the Fundo Nacional de Investigação (FNI) of Mozambique, the NCRST successfully facilitated the MEL and the Project Closure meeting which took place on 20 September 2019 and 21 to 22 November 2019 in Namibia and Maputo, respectively. Representatives from NCRST, FNI, ACTS, IIAM and UNAM attended the meeting. The purpose of the meetings was to reflect on the outcome of the second MEL meeting, to assess the progress made on the final activities of the project, reports on M&E outcomes and discuss the lessons learned.

The SGCI-1 Project which was jointly implemented by the University of Namibia and IIAM of Mozambique in the Agro-processing field.

5.4.18 Workshop on Health-Promoting and Disease-Preventing Properties of African Food Plants and Animals from the SADC Region

The Southern Africa Development Community (SADC) Secretariat in partnership with the International Science Council – Regional Office for Africa (IS-CROA) and NEPAD, Southern African Network on Biosciences (SANBio) convened a regional Indigenous Knowledge Systems (IKS) technical expert meeting and workshop on Health-promoting and Disease-preventing properties of African food plants and animals from the SADC Region. This took place from 13 to 15 March 2019, in Johannesburg, South Africa.

The purpose of the expert meeting was to get an update on progress made by Member states in the development of the national IKS policies and to finalise the draft regional IKS Plan of action. The workshop focused on the role of Indigenous Knowledge Systems (IKS) for enhancing grass-roots innovation towards holistic health solutions and achieve a successful bioeconomy.

Under the Chairpersonship of Namibia Overall, the three-day assembly brought together SADC Member States, researchers, innovators and scientists in the IKS value-chain to facilitate policy exchange and learnings. One of the major findings during the workshop is that the majority of SADC countries were lagging on the completion of their national policies on Intellectual Property (IP), which is a catalyst and frontrunner in the development of the national policies on Indigenous Knowledge Systems (IKS).

Providentially for Namibia, the development of the National Policy on IKS is at an advanced stage under the custodianship of Ministry of Higher Education Training and Innovation (MHETI), with the technical development process facilitated by the NCRST.

5.4.19 African Square Kilometre Array (SKA) Expert Meeting

The NCRST participated in the Senior Officials and Experts meeting of the SKA which took place from 13 to 15 October 2019 in Pretoria, South Africa. The meeting was attended by representatives from the partner countries, namely Botswana, Ghana, Kenya, South Africa, Madagascar, Mauritius, Namibia, and Zambia. The purpose of the meeting was to review the progress made regarding the SKA, the African VLBI Network (AVN) projects, the Big Data Africa initiative, and other astronomical initiatives through which the African SKA partners are preparing themselves for the implementation of SKA Phase 2.

5.4.20 SADC IKS Technical Experts Meeting

The NCRST participated in the SADC IKS Technical Experts meeting which took place from 27 to 28 February 2020, in Maseru, Lesotho. Attending the meeting were SADC Technical Experts Working Group on IKS comprising of Angola, Botswana, Malawi, South Africa, Zambia, Eswatini, Lesotho, United Republic of Tanzania, Mozambique, Namibia, SANBio, SADC Plant Genetic Resources Centre (SPGRC), International Science Council (ISC), and the SADC Secretariat. The main purpose of the meeting was to develop the draft Regional Programme of action on IKS which will inform the development of the regional Framework and Action Plan on IKS.

5.4.21 Knowledge Management and Intellectual Property Awareness and Training

- Two NCRST staff members received financial and technical support from the World Intellectual Property Organisation (WIPO), in Geneva and the African Regional Intellectual Property Organisation (ARIPO), in Harare to pursue their studies in Masters of Intellectual Property Studies (MIP).
- Knowledge Cafes and Departmental workshops were arranged for staff members with every new strategy, policy or operational document that has been formulated.

5.5 RSTI Outputs

The NCRST undertook the Monitoring and Evaluation exercise of NCRST funded projects by visiting Henties Bay, Walvis Bay, Gobabeb Training and Research Centre and Swakopmund from 11 to 22 February 2020. The aim was to monitor the implementation of the NCRST funded projects and to evaluate and determine the RSTI outputs emanating from the funded projects.

The publication of the first volume of the multidisciplinary Namibia Journal on Research, Science and Technology (NJRST) was also done during the period of review.

5.6 Business Process Improvement

The NCRST team has been working hard to implement the divisional process documents to ensure that activities and processes meet strategic and operational objectives across all departments/divisions and units. The following business processes were documented and or review in the period of this report:

- Website
 - Newsletter
 - Online Journal and
 - Mathematics Olympiad.
- The NCRST has successfully participated in the internal audits as well as external annual financial audits.
 - The NCRST has further successfully implemented the HR Information Management project that saw the NCRST adopting an electronic filing system for HR reports and employee records.
 - Remarkable business process improvements resulted in the following:
 - Effective and consistent implementation of various HR Policies/systems, i.e., monthly payroll management, administration and management of employees' benefits, recruitment and selection, employee relations, redeployment of employees, just to mention some

- Continuous implementation of Occupational Health and Safety (OHS) measures.
- Continued upkeep of the HR and Payroll Management system to ensure data accuracy and relevancy as well as confidentiality of employees' data
- Successful recovery of Study Assistance Debt from an ex-employee for a total amount of N\$ 112,440.26 resulting from the breach of the terms of a Bond Agreement and costs resulting from defective notice of termination of employment
- Effective coordination of internal work committees, that drives compliance subjects, ensuring effective coordination, implementation, and evaluation of planned activities
- Improved controls around procurement and payment for goods and services
- Improved Government grants disbursement turnaround time – smooth processing and release of funds drawdown requests to Treasury through the line Ministry
- Improved accounting and financial reporting processes.

5.7 Projects Execution

5.7.1 SCGI 1 project

The NCRST successfully facilitated the implementation of the SCGI 1 project titled "Processing of Underutilized Fruits and Plants for enhancing Nutritional Quality in Mozambique and Namibia". The project was led by Dr Damiao W Ngulube from Mozambique and Dr Penny Hiwilepo-van Hal from Namibia. The joint project was geared towards boosting Agro processing by utilising indigenous fruits, plants and vegetables and transforming these raw products into new food products with nutritional value and health benefits. The project was jointly funded by IDRC, NCRST and FNI.

5.7.2 Global Environmental Facility (GEF-7) Dryland Sustainable Landscape (DSL) Impact Programme, Food and Agriculture Organisation (FAO project)

The NCRST as the RSTI coordinating agency partnered

with the Food and Agriculture Organisation of the United Nations (FAO) tasked as the Lead Agency for the GEF-7 Sustainable Forest Management Dryland Sustainable Landscapes (DSL) programme proposed to be implemented in 11 countries in Asia and Africa. In Africa the Project Preparation Grant (PPG), identified the Miombo and Mopane dryland ecosystems as the core of the programme with six selected countries namely, Angola, Botswana, Namibia, Tanzania, Zimbabwe and Malawi under the headship of FAO.

The DSL Programme overall is expected to provide support to the abovementioned countries to avoid further degradation, desertification, and deforestation of land and ecosystems through the sustainable management of production landscapes, addressing the complex nexus of local livelihoods, land degradation, climate change, and environmental security.

Two NCRST staff members were part of the Research Associates/Enumerators for the Namibian team tasked with the preparation for the project activities. The Research Associates were instrumental in pioneering the Self-evaluation and Holistic Assessment of climate Resilience of farmers and Pastoralists (SHARP) survey, for the DSL in Namibia. Amongst other duties, the Research Associates were also tasked to assist the experts on assessing climate resilience and vulnerability in the development of the socioeconomic baseline information through supporting the design, testing, conducting and reporting of the survey with an agreed number of key informants, focus groups and households (representative sample size).

The Research Associates/Enumerators conducted SHARP Household surveys in the three identified project sites, namely, Omusati, Oshikoto and Kavango East. The survey commenced in the Omusati and Oshikoto regions during the period of 08 October

2019 to 23 November 2019 and subsequently concluded in Kavango East from 10 December 2019 to 24 December 2019. All final reports regarding the DSL programme in Namibia were submitted to the FAO as the lead agency and will disclose pertinent further engagements and future endeavours in due course.

5.8 Partnership Frameworks

The following agreements were reviewed and/or signed between NCRST and third parties following a thorough legal vetting process:

- The service level agreement with Omalaeti for the maintenance of the NCRST Website
- Grant funding agreements with Grant Recipients to ensure mutually optimum benefit to the NCRST and the Grant Recipients
- MoU with FAO to develop the National Bioeconomy Strategy
- The H.E.S.S Continuous Agreement signed on 27 September 2019 between NCRST and UNAM
- MoU with the National Heritage Council (NHC) aimed at simplifying research registration activities between the Commissions
- The JTC Action plan of the MoU with NRF designed to carry out activities that include the finalisation of the 4th Bilateral call, the design and launch of the booklet, the evaluation report that includes the 1st, 2nd, 3rd, and 4th Bilateral call
- The Funding Agreement with the Science Granting Councils Initiative (SGCI) to manage SGCI funded research projects and to provide co-funding for investment in research projects that are responding to Namibia's national priorities
- The bilateral linkages with the South African NRF were maintained (through the action plan designed to carry out activities that include the finalisation of the 4th Bilateral call,

the design and launch of the booklet, and the evaluation report that includes the 1st, 2nd, 3rd, and 4th Bilateral calls. This is also based on activities set under the signed agreement made between NRF and NCRST.

5.9 Access to RSTI Infrastructure

5.9.1 STI-IMS

The NCRST has developed the National Science Technology and Innovation (STI) information management system (STI portal and STI Knowledge Resources databank system) and is currently an on-going project.

5.9.2 ICT Infrastructure Relocation

With the move of the NCRST Head office back to the Innovation Hub, network infrastructure was moved and configured successfully at the Innovation Hub.

5.9.3 SAIS II Programme

The SAIS II Programme produced the following infrastructure and platforms for young entrepreneurs:

- Connected Hubs
- The BOOST UP series hosted by Dololo Operations.

5.9.4 National Innovation Challenge for Women (NICW)/FemBioBiz III Programme

Through the NICW/FemBioBiz III Acceleration Programme a platform for female business owners providing Agri-food, Nutrition, Health, ICT/tech, Waste (upcycling), Cosmetics and Better agriculture services was created and maintained.

5.9.5 High Performing Computers

The NCRST facilitated the importation of two servers for the High Performing Computers donated by the South African High-Performance Computing (HPC) through the SKA Big data Programme. These HPC are housed by the University of Namibia and the Namibian University of Science and Technology and are used for research and training purposes.

5.10 Policy & Regulatory Frameworks

5.10.1 Implementation of Research Registration Services

The registration of research institutes and monitoring of research and related activities is one of the NCRST's core mandates as stated under Section 20 and 21 of the RST Act (Act 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 research registration services are aimed at granting research certificates to Namibian based research institutes and research permits to non-Namibian based research institutes/persons at national level to facilitate access to research resources within the country.

The implementation of research registration services started in 2017 and to date the following applications were received for processing:

- 101 research permits issued for non-Namibian based research institutes and researchers
- 115 research authorisations issued for Namibian based researchers
- 24 Research Institutes registered with NCRST and granted with research certificates.

5.10.2 Revision of National STI Policy (NSTIP) and drafting of National Programme on Research, Science, Technology and Innovation (NPRSTI)

The final draft National STI Policy (NSTIP) was presented to the line Ministry for submission to cabinet. Two workshops were conducted in 2019 and 2020 with MHETI and the NPC to incorporate their amendments to the NSTIP. The National Programme on Research, Science, Technology and Innovation (NPRSTI) draft has also been completed and after consultation with MHETI about the STI Policy it was agreed that NPRSTI will be a separate document emanating from the STI Policy and its implementation plan.

5.10.3 Compliance with Public Enterprises

Governance Act, (Act 1 of 2019)

With the promulgation of the Public Enterprises Governance Act, (Act 1 of 2019), the NCRST is working towards ensuring the provisions of the act are complied with. Periodically, Terms of References of Committees and Boards are reviewed and improved upon to submit of a reviewed document for approval.

5.10.4 Additional Policy and Regulatory

Framework Reviewed/Developed

The following documents were reviewed / developed during the period of review:

- Organisational Strategic Plan and Annual Business Plan
- Compilation and submission of the Affirmative Action (AA) Report
- Recruitment and Selection Corporate Policy
- Employee Wellness Programme to address and contain the COVID-19 pandemic challenges
- Supply Chain Corporate Policy to comply to the Public Procurement Act (Act 15 of 2015)
- Resource Mobilisation Corporate Policy (RMP)
- National Space Science and Technology Policy
- Intellectual Property and Technology Transfer Corporate Policy
- Knowledge Management Corporate Policy.

5.11 Skills and Knowledge Improvement

The NCRST endeavours to keep up to date with global best practices, changing regulatory frameworks and legislation by subscribing to industry related websites, attending relevant seminars, webinars, workshops or trainings. As a result, the NCRST has successfully coordinated the placement and monitoring of the Work Integration Learning (WIL) project for internal employees who benefited from the NCRST study assistance programme. NCRST has further conducted a workshop with management and employees on leave benefits and management.

5.11.1 Specialised Training Sessions and Workshops

Key Staff members were selected to attend the following specialised training sessions and workshops:

- Connected Hubs (CH): On-site session - Lean

Service Creation Workshop with Futurice

- Futurice workshop follow-up: This is the online module allowing for a follow-up to the training provided by Futurice for Connected Hubs in April 2019
- A 1-day Production Training Event offered by SAIS
- SAIS Webinar for Inclusive Innovation Coaches
- Online peer-learning session hosted by MEST Africa's Aaron Fu and Philippe Greinacher focusing on How to Incubate Start-ups: Practical Tips
- Online CH training on Pitching - Training by Pitching for Life. This peer-learning session was hosted by Walid O. El Cheikh, a coach, mentor, consultant, speaker and pitching competition judge.
- Online CH training on Business models with impact on hubs. This peer-learning session was hosted by Anne Badan, founder of The Shortcut (<https://theshortcut.org/>). She shared various business models hubs can use and share her experience in having a diverse business model.
- Online CH training on design thinking tools for start-up support. This peer-learning session hosted by Andrea Vianello from Siili. He shared practical tools in design thinking that can be applied when supporting start-ups in validating their business ideas
- Workshop on Fostering sustainable economic growth - the role of the public and private sector
- Online CH peer-learning session on The Power of Networking and Collaboration. This peer-learning session was hosted by Tebby Modisagape from Nest Hubs.
- SME Aisle networking event
- Online BOOST UP peer-learning session on How to validate a product. The session was hosted by Siili Solutions.
- A 2-day Inclusive Innovation Networking Event aimed at increasing the capacities in designing and delivering business solutions

that combine profit generation with making an impact on people living at the base of the pyramid

- A seven-weeks-long Inclusive Innovation Networking online training.
- Red Bull Amaphiko Connect, a global programme that champions social entrepreneurs driving positive change in their particular corner of the world
- Online Connected Hubs peer-learning session on Relationships between mentor and mentee, by Nest Hubs
- Online CH peer-learning session on IP and legal aspects a start-up and owner as a hub should think about. This peer-learning session was hosted by Thamaray Govender, Legal Advisor, Intellectual Property, TIA.
- Online CH peer-learning on Building effective Support Structures in the NSI space
- Innovation Forum Meeting
- Online CH peer-learning session on Applying for Grants and Proposal writing, by Likumbi

Kapihya / Bongo Hive

- Connected Hubs online session on Investment Readiness Overview, by Tanner Methvin, Impact Amplifier
- Connected Hubs peer-learning session on Online Presence for a Hub, by Dololo Operations (Pty) Ltd.

5.11.2 Patent Drafting Course

Selected NCRST staff members participated in the Patent Drafting Course organised by the World Intellectual Property Organisation (WIPO) in cooperation with the African Regional Intellectual Property Organisation (ARIPO) and with the assistance of the Japan Patent Office (JPO), held in Harare, Zimbabwe from 02 to 06 September 2019. The objective of the Patent Drafting Workshop was to improve the capacity and skills of targeted participants in drafting patent applications, and to familiarise them with new techniques which will assist them in defining better the scope of claims.



MANAGEMENT AND SUPPORT KEY PERFORMANCE AREAS OVERVIEW

6

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

6.1 Internal Audit and Risk Management

The risk based Internal Audit Plan targeted the areas in which identified risks are covered. However, the approved plan was not fully executed as those areas identified had no activities or staff in some instances as a result of an inadequate operational budget. Internal audit however undertook to complete 3 risk-based engagements and a number of other consultancy engagements as appropriate to add value, including investigations and M&E activities.

6.2 Legal Compliance

The NCRST provided complete legal and secretarial services to the Commission, Management, Councils and Commissioners during the period of reporting. NCRST is still committed to ensure statutory and regulatory compliance. It provided administratively organised and quorate meetings to take strategic decisions, ensure efficiency in meetings being held, and the implementation of board resolutions, and also to provide for improved turnaround time on requests from the division to management.

6.3 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, the NCRST have reviewed its strategic plan and annual business using the Balanced Scorecard Methodology. The Balanced Scorecard was cascaded from a Tier 1 Level (Organisation-Wide) down to a Tier 2 Level (Divisional Level). Furthermore, due to the reduced funding received from the Government, the NCRST 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 outline the service delivery standards and many others as outlined earlier.

6.4 Corporate Communications and Marketing

The NCRST, through the CCM function is committed to continuously position itself 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 its image and standing, both in the eyes of its customers and stakeholders within the RSTI funnel as well as the eyes of the public and by leveraging possibilities of maximum positive impact.

The following were major achievements within the NCRST for the period under review:

- Creating contents for the website
- Maximum reach in terms of stakeholder's engagement
- Successfully managed planned events
- Management of social media platforms

6.5 Information and Communication Technology

NCRST continues to develop and advance its ICT infrastructure so that it levels up with the demands of the NCRST strategy.

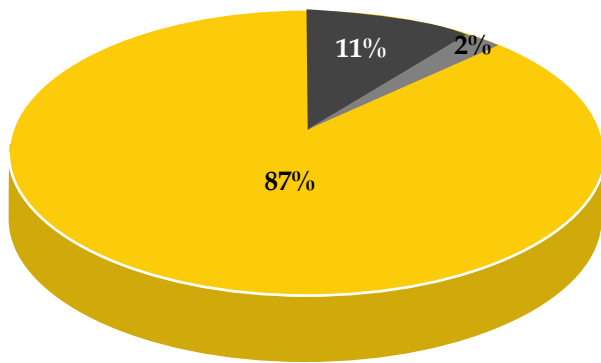
6.6 Human Resources and Organisational Development

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

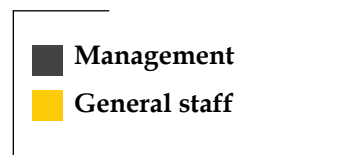
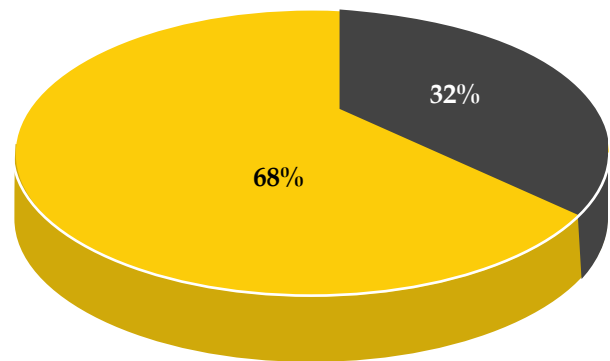
Below is the statistical figures pertaining to the workforce of the NCRST for the period under review:

- Workforce Statistics:
 - Total Workforce - 41 Employees
 - Employee Turnover - 10.9%

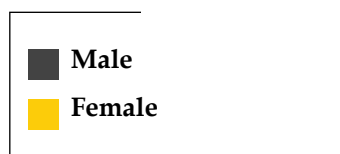
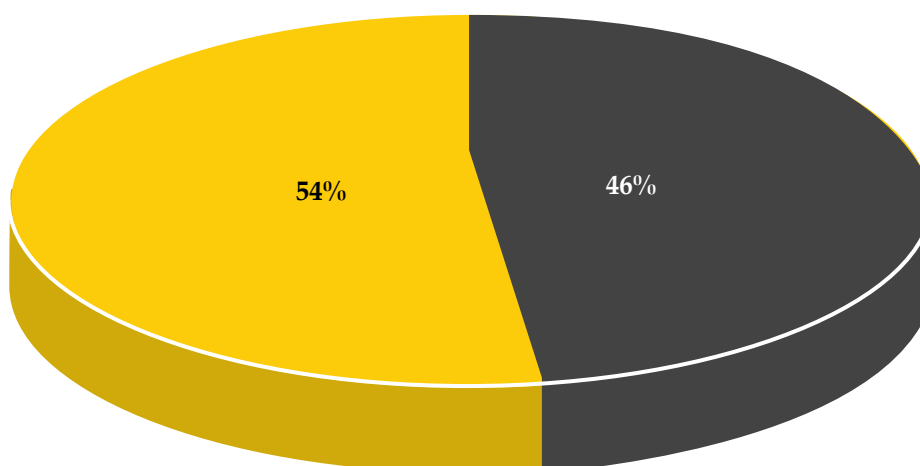
STAFF MOVEMENTS- 31 MARCH 2020



EMPLOYMENT CATEGORY



GENDER REPRESENTATION - 31 MARCH 2020



6.7 Corporate Financial Management

NCRST continues to ensure provision of the required finance, procurement, estate and fleet logistical support services as well as developing and coordinating funding requirements, manage funds and investments, to ensure sustainability of the Fund.

6.7.1 Overview

The financial year ended 31 March 2020 was slightly a better year in comparison to the previous financial year ended 31 March 2019. Financial year 2020 posted a significant increase in Fund income, mainly due to increased grant funding from the shareholder - Government. However, core revenue - Research and GMO permit revenue lagged this year in comparison to the previous financial year. During this financial year, the Fund recorded a total income of N\$42.5 million as compared to N\$28.9 million recorded in the previous financial year (2019).

Moreover, cost control remained management's key focus, as measures continued to be implemented to ensure operational cost remained under control and within budget. During the current financial year, the Fund recorded a total operational expenditure of N\$38.7 million as compared to N\$48.2 million recorded in the previous financial year (2019). This reflects a significant cost reduction, of nearly N\$10 million.

As a result of cost containment efforts, the Fund recorded a surplus of N\$3.8 million from a deficit of N\$19.0 million recorded in previous financial year (2019).

Both the Board and Management aspire to see the NCRST achieve financial sustainability and become a viable going-concern entity. This can be made possible through revenue growth, cost control, and increased internal controls and risk management.

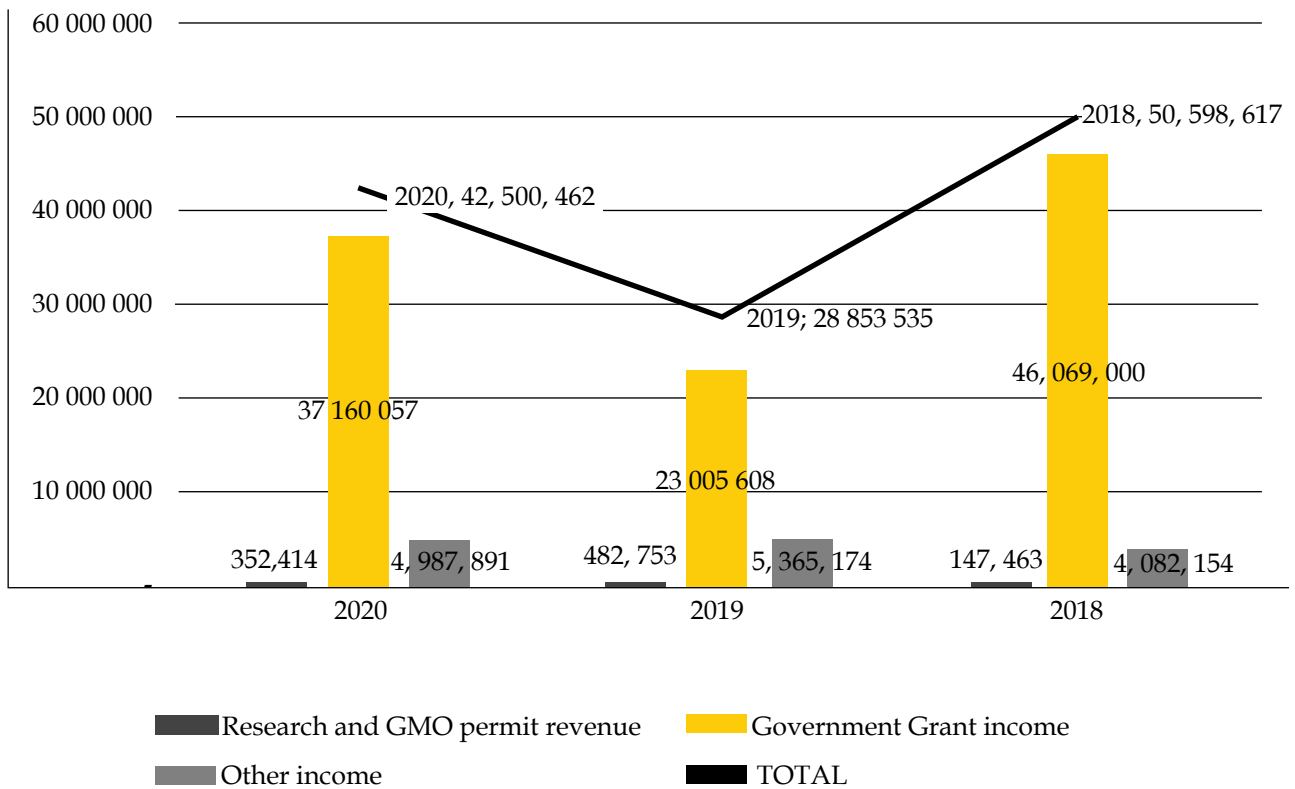
6.7.2 Financial Performance

NCRST's overall strategy is growth oriented. The NCRST continues to consult and engage relevant authorities and institutions to ensure that the Research, Science and Technology Act, Act No. 23 of 2004 (RST Act) is implemented fully. The full implementation and enforcement of this Act would enable the NCRST to take control of research registration in the country, and as a result be able to bill and collect all due revenues from research registration and issuing of research permits. This achievement would enable the NCRST to generate sufficient revenues to cover its operational costs and reduce continued reliance on shareholder funding - Government grant. It is NCRST's intent to achieve income break-even point, where it would not need operational funding from the shareholder - Government

6.7.2.1 Fund Income

Total Fund income depicted a significant increase in the current (2020) as compared to prior year (2019), mainly as a result of increased operational funding from the Shareholder - Government. See Revenue Growth Trend per the illustration below.

REVENUE GROWTH TREND

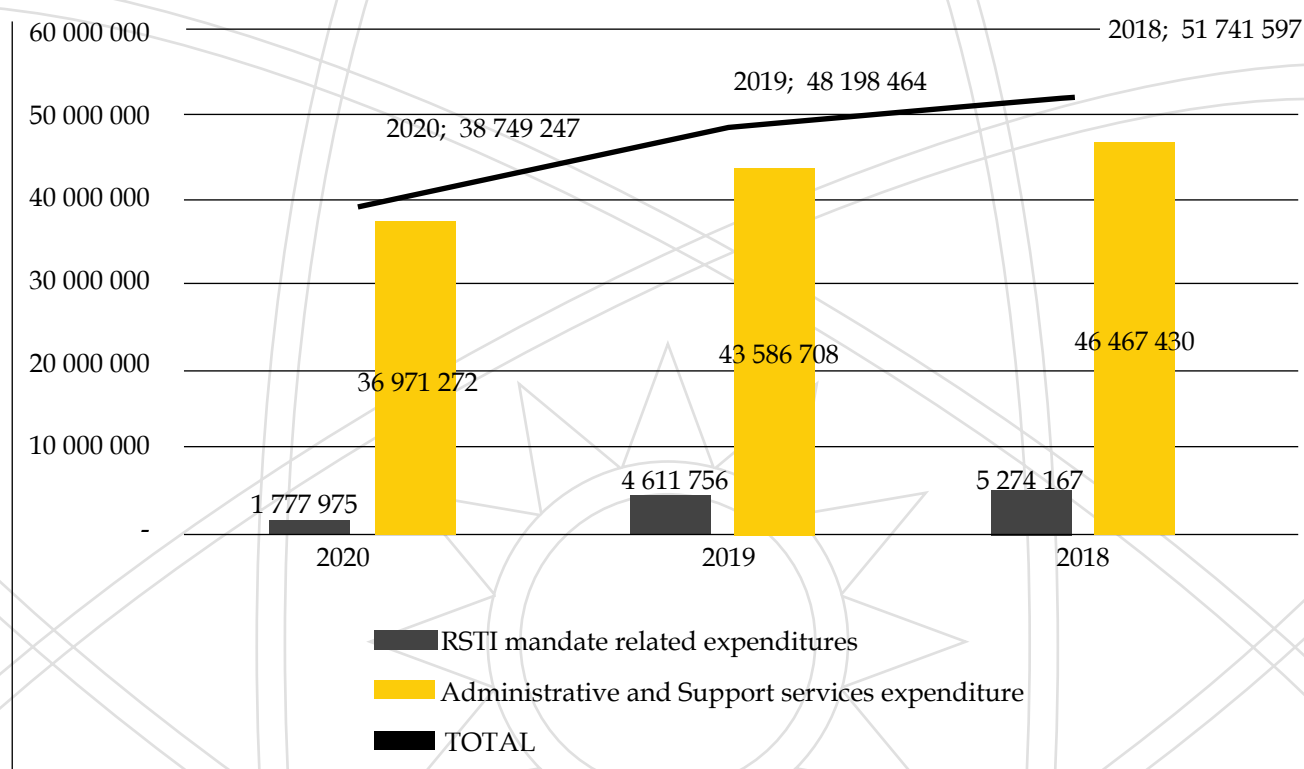


REVENUE GROWTH	FY2019/20 N\$	FY2018/19 N\$	FY2017/18 N\$
Research and GMO permit revenue	352,514	482,753	147,463
Government Grant income	37,160,057	23,005,608	46,069,000
Other income	4,987,891	5,365,174	4,082,154
TOTAL	42,500,462	28,853,535	50,298,617

6.7.2.2 Expenditure

Operational expenditure reduced by nearly N\$10 million, from N\$48.2 million in the previous year to N\$38.7 million in the current year. This is a reflection that, cost control remained management's key focus. See Operational Expenditure Trend per the illustration below

ANNUAL OPERATIONAL EXPENDITURE TREND

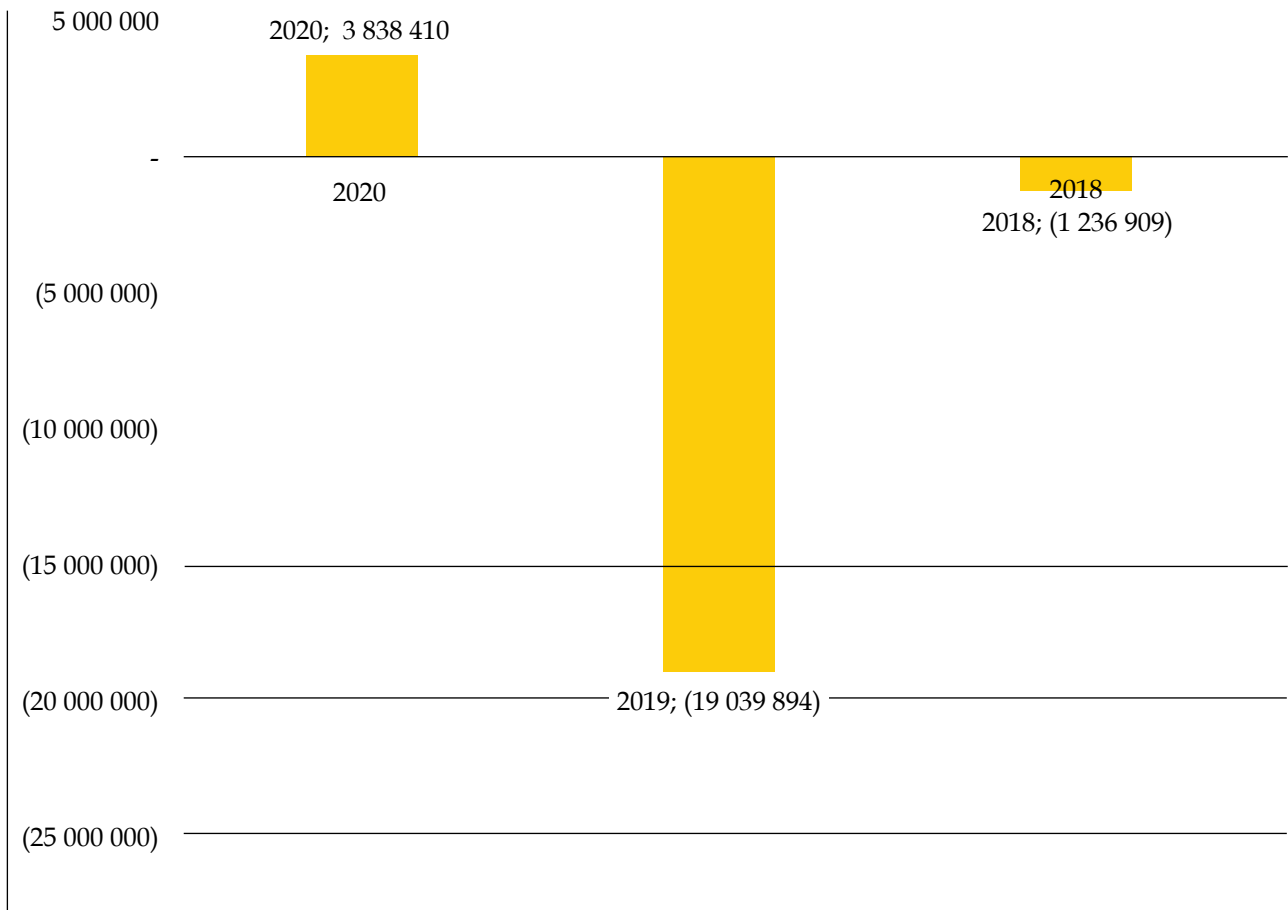


ANNUAL OPERATIONAL EXPENDITURES	FY2019/20 N\$	FY2018/19 N\$	FY2017/18 N\$
RSTI mandate related expenditures	1,777,975	4,611,756	5,274,167
Administrative and Support services expenditures	36,971,272	43,586,708	46,467,430
TOTAL	38,749,247	48,198,464	51,741,597

6.7.2.3 Fund Surplus/ (Deficit)

NCRST posted a surplus of N\$3.8 million from a deficit of N\$19.0 recorded in the previous year (2019). This is a notable performance and a turnaround for the NCRST. The illustration below shows the Fund surplus/ (deficit) trend for past three (3) years.

ANNUAL FUND SURPLUS/ (DEFICIT) TRENDS



ANNUAL FUND SURPLUS/(DEFICIT)	FY2019/20 N\$	FY2018/19 N\$	FY2017/18 N\$
FUND SURPLUS/(DEFICIT)	3,838,410	(19,039,894)	(1,236,909)

OUTLOOK FOR THE FUTURE

7

Lack funds for the NCRST has hampered the operations significantly resulting to decreased RSTI outputs, negative NCRST reputation and wastage of resources as some investments are bound to become white elephants.

7.1 Challenges

- Lack funds for the NCRST has hampered the operations significantly resulting to decreased RSTI outputs, negative NCRST reputation and wastage of resources as some investments are bound to become white elephants. The following operations are especially in dire financial need:
 - GMO Testing Laboratory
 - Biosafety Inspection and Market Surveillance infrastructures
 - Monitoring and Evaluation on Funded Projects
 - Commitments made by NCRST on Bilateral Agreements
 - Commitments made by NCRST on Grant Agreements.
- With the National Guidelines on Research not completed, due to revision and legal challenge of the Act, it delays the role out of a national advocacy activity (inclusive of printing information booklets).
- The lifecycle of most ICT equipment has reached 80% putting the efficiency and security of information at risk. Moreover, the lack of automated ICT systems further affects turnaround time of activities.
- A Government moratorium on the filling of vacancies left some NCRST functions with minimal to no staff. The NCRST has had numerous understaffed departments (including the Office of the CEO) for several years and poses threats of increased workload to the existing staff complement, work backlog, inefficiencies and below-par performance.
- There is a continuous increase in employees' turnover due to lack of job security and non-market related remuneration packages.
- The Research Institutions are not providing the required information and necessary support for effective monitoring and evaluation of funded projects.
- Reduce spending on RSTI mandate activities due to limited budget.
- Stakeholder apathy associated with a lack of awareness on the RST Act (Act 23 of 2004), Biosafety Act (Act 7 of 2006) and NCRST operations in

general is hampering the smooth rolling out of relevant programmes.

- The Covid-19 pandemic has limited the NCRST's ability to interact with stakeholders physically, especially with grassroots innovators.
- The absence of a National Policy framework on Knowledge Management and Technology Transfer is hampering the development of relevant corporate policies since there is not much national context to lean on.

7.2 Recommendations

- It is highly recommended that funding and resource mobilisation for the benefit of the RSTI Fund must be prioritised to ensure effective functioning of the NCRST. Continued engagement and consultation with the line Ministry and Treasury is further necessary to motivate the need/importance of RST funding.
- It is further recommended to have a National Launch of the Research Registration Guidelines once the revised RST Act is passed by Parliament. This should provide a platform for EMC to engage and advocate RSTI to fellow senior administrators such as Executive Directors, CEOs, Ministers, Parliamentarians, etc.
- The expenditure on ICT Infrastructure and systems upgrades needs to be prioritised.
- Some of the vacant positions are very critical for the continued effective implementation of the NCRST programmes, hence it is recommended that they should be filled. This should go hand in hand with the approval for the reviewed NCRST organisational structure and staff job descriptions as well as associated the employees' benefits to arrest the current brain drain.
- The line Ministry is required to assist in engaging the Ministries and/or other governmental institutions dealing with Knowledge Management and Technology Transfer in order to formulate policy frameworks in this regard to provide direction for operational entities.



PART II

INDEPENDENT FINANCIAL AUDITOR'S REPORT



NATIONAL RESEARCH, SCIENCE AND TECHNOLOGY FUND
 (ADMINISTERED BY NATIONAL COMMISSION ON RESEARCH, SCIENCE AND TECHNOLOGY)
 ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

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 Dr. Ronnie Bock 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 Ms. Ndiita Nghipondoka- Robiati
Business address	Grant Webster St Olympia 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 2020

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The reports and statements set out below comprise the annual financial statements presented to the shareholder:

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The following supplementary information does not form part of the annual financial statements and is unaudited: Detailed Income Statement

NATIONAL RESEARCH, SCIENCE AND TECHNOLOGY FUND
(ADMINISTERED BY NATIONAL COMMISSION ON RESEARCH, SCIENCE AND TECHNOLOGY)
ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020



Republic of Namibia



OFFICE OF THE AUDITOR-GENERAL

Tel: (264) (061) 2558000
Fax: (264) (061) 224301

Private Bag 13299
WINDHOEK
9000

AUDIT COMPLIANCE CERTIFICATE
ON THE ACCOUNTS OF THE
NATIONAL COMMISSION ON RESEARCH,
SCIENCE AND TECHNOLOGY
FOR THE YEAR ENDED 31 MARCH 2020

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 2020 has been carried out to my satisfaction.

WINDHOEK, August 2021

JUNIAS ETUNA KANDJEKE
AUDITOR-GENERAL



NATIONAL RESEARCH, SCIENCE AND TECHNOLOGY FUND
(ADMINISTERED BY NATIONAL COMMISSION ON RESEARCH, SCIENCE AND TECHNOLOGY)
ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

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.

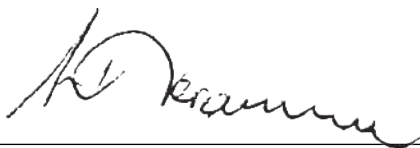
The Commissioners have reviewed the Fund's cash flow forecast for the year to 31 March 2021 and, in the light of this review and the current financial position, they are satisfied that the Fund has or has access to adequate resources to continue in operational existence for the foreseeable future.

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 30 March 2021 and were signed on its behalf by:



Dr Nortin Titus (Chairperson)



Ms Enid Keramen (Acting CEO)



Grand Namibia

Chartered Accountants & Auditors

INDEPENDENT AUDITOR'S REPORT

REPORT OF THE INDEPENDENT AUDITORS TO THE COMMISSIONERS OF THE NATIONAL RESEARCH, SCIENCE AND TECHNOLOGY FUND (NRST)

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 2020, and 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, including a summary of significant accounting policies and the Commissioners' report.

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 2020 and its financial performance and cash flows for the year then ended in accordance with International Financial Reporting Standards and in the manner required by 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 National Research, Science and Technology Fund in accordance with the independence requirements applicable to performing audits of financial statements in Namibia which is consistent with the International Ethics Standards Board for Accountants Code of Ethics for Professional Accountants (Parts A and B). We have fulfilled our other ethical responsibilities in accordance with the ethical requirements applicable to performing audits in Namibia. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other Information

The Commissioners are responsible for the other information. The other information comprises the Commissioners' Responsibilities and Approval, the Commissioners' report and 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.

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 in the manner required by the National Research, Science and Technology Act (Act No.23 of 2004), 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.

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.

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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

Grand Namibia Chartered Accountants and Auditors
 Registered Accountants and Auditors
 Chartered Accountants (Namibia)
 Per: R Beukes - Partner
 Windhoek
 30 March 2021

NATIONAL RESEARCH, SCIENCE AND TECHNOLOGY FUND
(ADMINISTERED BY NATIONAL COMMISSION ON RESEARCH, SCIENCE AND TECHNOLOGY)
ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

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 surplus of N\$ 3,838,409 (2019: N\$ 19,039,894 deficit) for the year under review.

3. Going Concern

We draw attention to the fact that at 31 March 2020,

the Fund realized a surplus of N\$ 3,838,409 (2019: N\$ 19,039,894 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
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
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
Dr. Ronnie Bock	Appointed 26 January 2018
Ms Ndiita Nghipondoka- Robiati	Appointed 06 September 2019

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 2020

STATEMENT OF FINANCIAL POSITION

		2020 N\$	2019 N\$
Assets			
Non-Current Assets			
Property, plant and equipment	3	16,492,503	18,856,799
Intangible assets	4	225,663	800,925
		16,718,166	19,657,724
Current Assets			
Cash and cash equivalents	5	2,347,212	8,507,132
Trade and other receivables	7	453,230	462,003
Total Assets		19,518,608	28,626,859
Equity and Liabilities			
Equity			
Retained income		(2,553,757)	(6,392,166)
Liabilities			
Non-Current Liabilities			
Deferred income	9	20,903,763	22,581,900
Current Liabilities			
Third Party funds	6	187,803	8,209,608
Trade and other payables	6	154,073	3,579,592
Provisions	8	826,726	647,925
		1,168,602	12,437,125
Total Liabilities		22,072,365	35,019,025
Total Equity and Liabilities		19,518,608	28,626,859

NATIONAL RESEARCH, SCIENCE AND TECHNOLOGY FUND
 (ADMINISTERED BY NATIONAL COMMISSION ON RESEARCH, SCIENCE AND TECHNOLOGY)
 ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

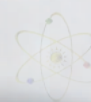
STATEMENT OF COMPREHENSIVE INCOME

		2020 N\$	2019 N\$
Revenue	11	352,514	482,753
Other income	12	42,147,948	28,370,782
Operating expenses		(38,749,247)	(48,198,464)
Operating Suplus / Deficit		3,751,215	(19,344,929)
Investment revenue	13	91,356	307,370
Finance costs		(1,451)	(2,521)
Foreign Exchange gains/ (losses)		(2,711)	186
Surplus / (Deficit) for the year		3,838,409	(19,039,894)

NATIONAL RESEARCH, SCIENCE AND TECHNOLOGY FUND
 (ADMINISTERED BY NATIONAL COMMISSION ON RESEARCH, SCIENCE AND TECHNOLOGY)
 ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

STATEMENT OF CHANGES IN EQUITY

	Retained income N\$	Total equity N\$
Balance at 1 April 2018	12,647,728	12,647,728
Deficit for the year	(19,039,894)	(19,039,894)
Other Comprehensive income	-	-
Total Comprehensive Loss for the Year	(6,392,166)	(6,392,166)
Balance at 1 April 2019	(6,392,166)	(6,392,166)
Deficit for the year	3,838,409	3,838,409
Balance at 31 March 2020	(2,553,757)	(2,533,757)



NATIONAL RESEARCH, SCIENCE AND TECHNOLOGY FUND
 (ADMINISTERED BY NATIONAL COMMISSION ON RESEARCH, SCIENCE AND TECHNOLOGY)
 ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

STATEMENT OF CASH FLOWS

		2020 N\$	2019 N\$
Cash Flows from Operating Activities			
Cash receipts from Government and other sundry sources		32,518,163	34,984,638
Cash paid to suppliers and employees		(39,294,988)	(40,653,477)
Cash generated from (used in) operations	15	(6,776,825)	(5,668,839)
Interest income	13	91,356	307,370
Finance costs		(1,451)	(2,521)
Foreign Exchange gains/ (losses)		(2,711)	186
Net Cash from Operating Activities		(6,689,631)	(5,353,804)
Cash Flows from Investing Activities			
Purchase of property, plant and equipment	3	(14,999)	(1,329,357)
Disposal of property, plant and equipment	3.12	544,710	-
Net Cash from Investing Activities		(529,711)	(1,329,357)
Total Cash Movement for the Year		(6,159,920)	(6,693,161)
Cash at the beginning of the year		8,507,132	15,200,293
Total Cash at end of the Year		2,347,212	8,507,132

NATIONAL RESEARCH, SCIENCE AND TECHNOLOGY FUND
(ADMINISTERED BY NATIONAL COMMISSION ON RESEARCH, SCIENCE AND TECHNOLOGY)
ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

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.

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
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 2020

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 goods sold;

NATIONAL RESEARCH, SCIENCE AND TECHNOLOGY FUND

(ADMINISTERED BY NATIONAL COMMISSION ON RESEARCH, SCIENCE AND TECHNOLOGY)

ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

- 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
 (ADMINISTERED BY NATIONAL COMMISSION ON RESEARCH, SCIENCE AND TECHNOLOGY)
 ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

2020
N\$

2019
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 2020

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

					2020			2019
					N\$			N\$
3. PROPERTY, PLANT AND EQUIPMENT								
			2020				2019	
	Cost/ Valuation	Disposals	Accumulated depreciation	Disposals	Carrying Value	Cost/ Valuation	Accumulated depreciation	Carrying Value
Furniture and fixtures	2,355,245	(1,260,399)	(1,827,088)	1,006,821	274,579	2,355,245	(1,490,625)	864,620
Motor vehicles	1,415,127	(596,049)	(1,415,125)	596,047	-	1,415,127	(1,415,125)	2
Office equipment	155,206	(5,162)	(142,195)	5,161	13,010	155,206	(135,205)	20,001
Computer equipment	3,332,179	(406,535)	(3,312,396)	406,535	19,783	3,317,180	(3,268,667)	48,513
Leasehold improvements	7,813,115	(4,555,760)	(7,187,291)	4,555,760	625,824	7,813,115	(6,098,834)	1,714,281
Laboratory equipment	2,263,951	-	(2,263,944)	-	7	2,263,951	(1,613,869)	650,082
Work in progress	15,559,300	-	-	-	15,559,300	15,559,300	-	15,559,300
Total	32,894,123	-	(16,148,039)	6,570,324	16,492,503	32,879,124	(14,022,325)	18,856,799

Reconciliation of property, plant and equipment - 2020

	Opening Balance	Disposals	Additions	Depreciation	Total
Furniture and fixtures	864,620	(253,577)	-	(336,464)	274,579
Motor vehicles	2	(2)	-	-	-
Office equipment	20,001	(1)	-	(6,990)	13,010
Computer equipment	48,513	-	14,999	(43,729)	19,783
Leasehold improvements	1,714,281	-	-	(1,088,457)	625,824
Laboratory equipment	650,082	-	-	(650,075)	7
Work in progress	15,559,300	-	-	-	15,559,300
Total	18,856,799	(253,580)	14,999	(2,125,715)	16,492,503

NATIONAL RESEARCH, SCIENCE AND TECHNOLOGY FUND
(ADMINISTERED BY NATIONAL COMMISSION ON RESEARCH, SCIENCE AND TECHNOLOGY)
ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

Reconciliation of property, plant and equipment - 2019

	Opening Balance	Disposals	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

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

4. INTANGIBLE ASSETS

	2020 N\$		2019 N\$			
	Cost/ Valuation	Accumulated amortisation	Carrying value	Cost/ Valuation	Accumulated amortisation	Carrying value
Computer software, other	1,975,722	(1,174,797)	225,663	1,975,722	(1,174,797)	800,925

Reconciliation of intangible assets - 2020

	Opening balance	Additions	Amortisation	Total
Computer software	800,925	(575,262)	(579,647)	225,663

NATIONAL RESEARCH, SCIENCE AND TECHNOLOGY FUND
(ADMINISTERED BY NATIONAL COMMISSION ON RESEARCH, SCIENCE AND TECHNOLOGY)
ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

Reconciliation of Intangible assets - 2019

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

5. CASH AND CASH EQUIVALENTS

Cash and cash equivalents consist of:

Bank balances		2,347,212	8,507,132
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6. TRADE AND OTHER PAYABLES

Third Party funds - SAIS II Project		187,803	8,209,608
Trade payables		154,073	3,579,592
Payroll accruals		826,726	647,925
		1,168,602	12,437,125

7. TRADE AND OTHER RECEIVABLES

Trade receivables		320,041	295,046
Payroll related prepayments		128,856	146,509
Advances		4,333	20,448
		453,230	462,003

8. PROVISIONS

Reconciliation of provisions - 2020

	Opening balance	Additions	Total
Leave Provision	647,925	178,801	826,726

Reconciliation of provisions - 2019

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

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

NATIONAL RESEARCH, SCIENCE AND TECHNOLOGY FUND
 (ADMINISTERED BY NATIONAL COMMISSION ON RESEARCH, SCIENCE AND TECHNOLOGY)
 ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

9. DEFERRED INCOME

	2020 N\$	2019 N\$
Grants related to assets:		
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	15,196,477	16,935,898
Development Grant- 2020	61 284	-
Closing balance	20,903,763	22,581,900
Opening balance	22,581,900	24,436,602
Additions	61,284	-
Release from deferred income	1,739,421	(1,854,702)
Closing balance	20,903,763	22,581,900

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.

10. OPERATING (DEFICIT)

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

Operating lease charges

Premises Contractual amounts	3 ,014 ,553	4,326,966
Amortisation on intangible assets	575,262	579,647
Depreciation on property, plant and equipment	2,125,715	4,303,857
Employee costs	25,286,507	28,119,810
Research and development	5,460	20,000

11. REVENUE

Registration fees	352,314	482,753
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12. OTHER INCOME

Government Grant	37,160,057	23,005,608
Sundry income	147,964	340,104
Grant Income Recognised	1,739,421	1,854,702
Government Grant - Rental	1,806,142	1,641,947
Profit on Disposal of fixed assets	291,130	-
Resource Mobilisation Funds	1,003,234	1,528,421
Total Other Income	42,147,948	28,370,782

13. INVESTMENT REVENUE

Interest revenue		
Bank	91,356	307,370

2020	2019
N\$	N\$

14. RELATED PARTIES

Relationships

Related Party Transactions

Board Fees	718,399	739,076
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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)	38,966,199	24,647,555
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Key Management

Salaries	5,567,241	3,860,264
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15. CASH GENERATED FROM (USED IN) OPERATIONS

(Deficit)/Surplus for the year	3,838,409	(19,039,894)
Adjustments for:		
Depreciation and amortisation	2,700,977	4,883,503
Interest received	(91,356)	(307,370)
Finance costs	1,451	2,521
Foreign Exchange gains	2,711	(186)
Movements in provisions	178,801	(500,522)
Release of deferred income	(1,678,137)	(1,854,702)
Profit on Disposal of fixed assets	(291,130)	-
Movements in Third Party funds	(8,021,805)	(8,021,805)
Trade and other receivables	8,773	(223,804)
Trade and other payables	(3,425,519)	3,425,519
	(6,776,825)	(5,668,839)

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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2020	2019
N\$	N\$

17. FINANCIAL ASSETS BY CATEGORY

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

2020	Loans and receivables	Total
Cash and cash equivalents	2,667,253	2,667,253
2019	Loans and receivables	Total
Cash and cash equivalents	8,802,178	8,802,178
2018		

18. FINANCIAL LIABILITIES BY CATEGORY

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

2020	Financial liabilities at amortised cost	Total
Trade and other payables	341,876	341,876
2019	Financial liabilities at amortised cost	Total
Trade and other payables	11,789,200	11,789,200

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DETAILED INCOME STATEMENT

		2020 N\$	2019 N\$
Revenue			
Registration fees		352,514	482,753
Other income			
Sundry income		1,442,328	1,868,525
Government Grant-Operating lease		1,806,142	1,641,947
Grant Income Recognised		1,739,421	1,854,702
Interest received	13	91,356	307,370
Government Grants		37,160,057	23,005,608
		42,591,818	29,160,905
Expenses (Refer to page 21)		(38,749,247)	(48,198,494)
Operating (Deficit)/Surplus	10	3,842,571	(19,037,559)
Finance costs		(1,451)	(2,521)
Foreign gains/losses)		(2,711)	186
Surplus/ (Deficit) for the Year		3,838,409	(19,039,894)

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Operating expenses

Advertising	(74,730)	(152,033)
Air Travel Costs	(218,221)	(623,959)
Auditors Remuneration	(82,800)	(75,900)
Bad Debts Write-Offs	(149,269)	1,874
Bank Charges	(38,875)	(46,085)
Bilateral And Multilateral	-	(200,000)
Board And Councils Meetings	(56,387)	(37,640)
Cleaning	(267,581)	(207,598)
Computer Expenses	(1,807,311)	(1,549,686)
Consulting Fees	(195,161)	(293,085)
Depreciation, Amortisation And Impairments	(2,700,977)	(4,883,503)
Electricity And Water	(352,565)	(666,583)
Employee Cost	(25,286,507)	(28,119,810)
Board And Council Fees	(1,224,561)	(1,263,431)
Estate Repairs And Maintenance	(128,381)	(64,926)
Membership Fees	(4,600)	-
Insurance	(315,134)	(329,802)
Lease Rentals On Operating Lease	(3,014,553)	(4,326,966)
Local Travel And Accommodation Cost	(127,804)	(14,642)
National Science Fair	(500)	(360)
Office Expenses	(56,323)	(116,291)
Fuel And Oil	(33,641)	(85,941)
Platform For Linkage Creation	(373,667)	(447,500)
Postage	(981)	(45,664)
Printing And Stationery	(211,107)	(273,600)
Grants, Bursaries And Scholarships	(437,382)	(1,577,687)
Relocation Costs	(55,897)	-
Sponsorships	(5,460)	(20,000)
Sti Capacity, Legal And Policy	(492,708)	(1,329,686)
Security Services	(481,704)	(483,663)
Space Science Project	(9,154)	(13,788)
Staff Welfare	(46,552)	(37,893)
Survey And Benchmarking	(8,508)	(76,069)
Telephone And Fax	(390,303)	(477,386)
Training And Workshops	(48,537)	(271,078)
Vehicle Repairs And Maintenance	(51,406)	(33,964)
	39,749,247	48,198,464


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