



**MINISTER
INTERNATIONAL RELATIONS AND COOPERATION
REPUBLIC OF SOUTH AFRICA**

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Dear Deputy Minister Botes

I would like to congratulate you once more on your appointment as Deputy Minister in the department of International Relations and Cooperation,

As you are aware, the President has directed that all deputy ministers should be assigned specific responsibilities so that there is clarity as to the role deputy ministers are expected to play.

I am hopeful that the three of us will work together as a coherent responsive team. Our department will be playing a critical role through diplomacy to support the priorities of our President and our country.

We have held very useful preliminary discussions with the department and from these I wish to assign the following responsibilities to you:

1. Monitoring of action on international agreements and ensuring timely compilation of reports required by statutory multi-lateral or continental organisations. As you may be aware we sometimes miss submission dates or fail to brief cabinet on reports prior to submitting them to the relevant organs. The various Branches and DDGs will be required to ensure we meet deadlines and prepare properly edited, accurate, quality reports.
2. Bilateral relations at Deputy Minister level for Europe the Americas and the Caribbean. This includes preparation for and participation in trilateral or multilateral institutions in these regions.
3. Support to and monitoring of any peace keeping initiative overseen by DIRCO including where required, ensuring that envoys and related persons receive the necessary support.

4. The African Renaissance Fund and its allocations and supported projects. In addition the development agency that is referred to policy documents requires deliberate attention and action to give effect to it.
5. Close collaboration with international agencies focused on youth and persons with disabilities. Given the need to address the concerns of young people, we need to seek our opportunities that affirm our national objectives and ensure that young people and persons with disabilities enjoy access.
6. Monitoring our missions in your assigned regions with respect to promotion of economic and cultural diplomacy.

As you are aware we are still being briefed on DIRCO and its responsibilities. Once that process is concluded I may revise these duties in discussion with you.

I propose that we strive to hold monthly meetings as the ministry whenever possible in order to consider areas needing action and to ensure a shared knowledge of our progress or lack thereof. I regard these assigned duties and delegations to yourself and Deputy Minister Mashego-Dlamini and trust that we will maintain effective communication and co-operation.

With sincere best wishes


Dr GNM Pandor, MP

Minister of International Relations and Cooperation

Date: 20-6-2019

Mr A Botes, MP

Deputy Minister: International Relations and Cooperation