

Corporate Services Department

Introduction

Corporate Services is a new department within the Fund and it came about as a result of the organization's re-engineering exercise. The main functions of the department are corporate governance, legal risk management, corporate communications and marketing.

Legal Risk Management

This portfolio coordinates all legal activities of the Fund.

During the period under review three (3) litigation matters arose. The first two cases were civil matters and are still pending at the High Court of Swaziland and the third case was an industrial relations matter which is still pending before the Conciliation, Mediation and Arbitration Commission.

Corporate Governance

All SNPF Board, Sub-Committees and the Executive Committee activities were coordinated in accordance with the planned schedules. SNPF Board meetings were held quarterly while Executive Committee meetings were held twice a month.

The 2003 – 2007 Corporate Strategy came to an end during this period and its review was conducted. The reviewed strategy will be in place in the new fiscal year.

Corporate Communications

The Corporate Communications portfolio is responsible for both internal and external communications at the Fund.

During this period the department produced SNPF's 30th Anniversary magazine in line with the organizations celebrations for three (3) decades of operations. The Corporate Communications portfolio was also responsible for the production of the Fund's quarterly newsletters as well as the production of radio programmes at two radio stations, which, have national coverage, namely, the Voice of the Church and Swaziland Broadcasting and Information Service. All of these productions were key in raising public awareness on the operations of the Fund.

Marketing and Research

A Market Research exercise was successfully undertaken during the period under review. This was part of the goals of the 2003- 2007 Corporate Strategy and its purpose was to obtain public views on services offered by the Fund and how these could be improved. The views that were received from the public will inform the marketing strategy that this new department began developing during the period under report.

Corporate Social Responsibility

Two Corporate Social Responsibility initiatives were undertaken during this period. The first one was the presentation of a sum of E 8 000 to Emakholweni Mercy Centre in Fairview, Manzini. Emakholweni Mercy Center has a day care, feeding scheme for orphans and offers clinic services to the old aged in the Fairview North Community in Manzini. The second one was the attachment of University Students through the internship programme. The students are attached in all the departments of the Fund. A total number of 7 students were attached during this period and the purpose of this programme is to expose the students to practical work environment in order to enrich their theory.

The Swaziland National Provident Fund Order No.23 of 1974, which is the enabling statute, requires that organizations that receive such assistance from the Fund should be those whose objectives include catering for the old aged and people with disability. That is the Fund's basis for identifying organizations that receive assistance under the corporate social responsibility portfolio.



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