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MEMO ON FINAL REPORT

To: Research Team

From: Final Report Technical Committee (Commissioners Wanjala, Dinka, and Slye)

Date: 3 May 2012

This memo sets out the procedures with respect to the drafting of the Commission's Final Report. It reflects policies adopted by the Commissioners through official resolutions.

1. The Final Report is to be drafted by a technical team consisting of the Director of Research, members of the research team, and a limited number of outside consultants approved by the Commission.
2. A Committee of three Commissioners oversees, supervises, and assists the Director of Research and his team in the drafting of the Final Report.
3. The Final Report Technical Committee is chaired by Tecla Namachanja Wanjala, who is assisted by Commissioners Berhanu Dinka and Ronald Slye.
4. **The confidentiality of the drafting of the Final Report is essential. NO DRAFTS SHALL BE SHARED WITH INDIVIDUALS OUTSIDE OF THE TECHNICAL TEAM. In other words drafts shall only be shared with the Director of Research and any person he designates within the technical team. The only Commissioners with whom drafts are to be shared at this stage are the three Commissioners mentioned in paragraph 3 who make up the Final Report Technical Committee.**
5. Once the technical team finishes drafting the Final Report, the draft chapters shall be circulated to all Commissioners for review, comment, and approval.
6. The technical team may be asked to make revisions, deletions, or additions to drafts of the Final Report depending on the review by Commissioners. **Such revisions shall be communicated to the Director of Research by the Final Report Technical Committee.**
7. **ANY BREACHES OF THE CONFIDENTIALITY OF THIS PROCESS BY ANY INDIVIDUAL SHALL BE DEALT WITH QUICKLY AND SEVERELY PURSUANT TO THE COMMISSION'S INTERNAL PROCEDURES AND PURSUANT TO APPLICABLE CRIMINAL LAWS.**



Tecla Namachanja Wanjala



Amb. Berhanu Dinka



Prof. Ronald Slye