

# Association of Community-based Advice Offices of South Africa (ACAOSA)



29 July 2013

The Co-ordinator and Staff

Dear Sir or Madam:

**Re: Independence of the community advice office sector and Establishment of a national voice organisation, Association of Community Advice Offices of South Africa (ACAOSA): Multi-Provincial Meetings 12 – 17 August 2013**

Following previous correspondence sent to you on 7 May 2013 by your Provincial Chairperson, we are pleased to advise that the multi-provincial meetings will take place during the week of 12 – 17 August 2013, as envisaged.

This is an official invitation for your office to send one (1) representative to the multi-provincial meetings that have been clustered as follows:

Dates	Provinces	Venue	Arrival Date	Departure Date and Time
Monday, 12 - Tuesday, 13 August	Eastern Cape Western Cape	Premier Hotel, Knysna	Sunday, 11 August	Tuesday, 13 August at 13h00
Wednesday, 14 - Thursday, 15 August	Gauteng Limpopo Mpumalanga North West	Birchwood Hotel, Johannesburg	Tuesday, 13 August	Thursday, 15 August at 13h00
Friday, 16 - Saturday, 17 August	Free State KwaZulu Natal Northern Cape	President Hotel, Bloemfontein	Thursday, 15 August	Saturday, 17 August at 13h00

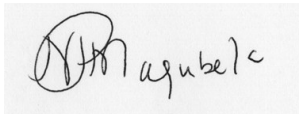
The main purpose of these 2-day events is for CAOs to debate and agree on the fundamentals of the formation of the national voice organisation, ACAOSA, and to adopt a constitution that will guide the sector, including membership and leadership processes that need to be consolidated. It is therefore important that you are fully mandated by your Management Committee to participate in this process and to vote on the issues that pertain to the formation of a national voice organisation for the community advice offices sector in South Africa.

## Association of Community-based Advice Offices of South Africa (ACAOSA)

The meetings will be chaired by the Interim Executive Committee (EXCO) of ACAOSA, a group of 4 individuals appointed by the National Working Committee (NWC) to be responsible for the formation, establishment and registration of ACAOSA. The meeting will each be held over a 2-day period in all three (3) provincial centres. The plan is that CAOs will arrive the day before the sessions start from lunchtime onwards, depending on travel and provincial arrangements, and will depart immediately after lunchtime on the second day to ensure smooth travel to different destinations.

Ms. Sinazo Makhotyana is responsible for your logistical arrangements, please confirm your attendance and contact her directly at (021) 447 6599 or 079 256 2287 e-mail: [programmeofficer1@nadcao.org.za](mailto:programmeofficer1@nadcao.org.za) regarding your travel plans so that she can assist with ensuring that you are where you need to be.

**Signed on behalf of the National Working Committee and Interim EXCO:**



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Nomboniso Nangu Maqubela  
Secretariat Support

### **Association of Community-based Advice Offices of South Africa (ACAOSA)**

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