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**COMMUNICATION**

by

**Mr Antonio MAHUMANE**  
**Secretary General of the National Assembly of Mozambique**

on

**“How are Secretary Generals appointed and how do we define the scope of the  
role?”**

**Istanbul Session**  
**April 2026**

**Mr. José Pedro MONTERO, President of the Association of Secretaries General of Parliaments (ASGP);**

**Members of the ASGP Executive Committee;**

**Esteemed Secretaries General;**

**Ladies and Gentlemen;**

It is with great honour and pleasure that I address you in my capacity as Secretary-General of the Assembly of the Republic of Mozambique, a position I have held since May 2025.

Dear colleagues, soon after learning that the Spring Session of our ASGP would be held in this beautiful city of Istanbul, I decided to prepare this Communication titled *“Appointment, Powers and Duties of the Secretary-General of the Assembly of the Republic of Mozambique”*, as part of the broader theme *“How are Secretaries-General Appointed and What is the Scope of their Role?”*

In this context, I would like to seize this opportunity to mention that, in my Parliament, the Secretary-General is appointed by the Speaker of the Assembly of the Republic, following consultation with the Standing Committee, which is the Bureau of Parliament, made up of Members of Parliament from all Party groups with seats in Parliament, based on their respective representation in percentage terms. Such an appointment is made on a temporary basis, from among individuals of recognised competence and integrity who have been in a management position in the civil service for more than ten years.

At the Assembly of the Republic of Mozambique, the Secretary-General, whose status is that of a senior state official, he/she heads the executive branch of Parliament, being assisted by two Directors-General, one responsible for legislative business and the other for planning, administration and finance. Furthermore, the following autonomous units report directly to the Secretary-General: a) the Public and International Relations Division, b) the Human Resources Division, c) the Legal Department, d) the Press Department, e) the Procurement Unit, f) the Parliamentary Studies and Training Centre, and g) the Parliament Main Desk.

**Esteemed Colleagues;**

The Secretary-General of the Assembly of the Republic of Mozambique is responsible for directing and coordinating all technical and administrative support services for parliamentary activities, ranging from legislative matters to social support, including areas such as specialized technical advice to Members of Parliament, Parliamentary documentation, inter-parliamentary cooperation, public relations and protocol, planning,

implementation and administrative, financial, patrimonial and human resources management, capacity building and training, including the preparation of proposals for the award of scholarships to attend courses or traineeships at national and international institutions, amongst other matters deemed relevant under the law.

In addition, it is incumbent upon the Secretary-General to handle the day-to-day administrative business of the Assembly of the Republic and to perform any other duties assigned to him/her by order of the Speaker of the Assembly of the Republic, as well as to represent the Secretariat-General before State administrative bodies and other entities, including entering into cooperation agreements with counterpart institutions and other national and international partners.

Other tasks falling within the sphere of competence of the Secretary-General include the preparation of the draft budget, the balance sheet report, the trial balances and the Management Account of the Assembly of the Republic for each financial year, as well as the monthly trial balances on budget implementation; these documents are vital for the implementation of Parliament's Annual Work Programmes and for accountability purposes.

**Distinguished Colleagues,**

**Ladies and Gentlemen,**

The list of roles and responsibilities I have just outlined forms the summary of all that is provided for in Law No. 13/2013 of 12 August, which establishes the Rules of Procedure of the Assembly of the Republic of Mozambique.

**Mr. President of the ASGP,**

**Esteemed Secretaries-General,**

**Dear Colleagues,**

This marks the end of my remarks on the topic of *“How are Secretaries-General Appointed and What is the Scope of their Role?”*, in which I have shared the specific case of the Assembly of the Republic of Mozambique. I shall remain at your entire disposal for any further clarification.

Thank you very much for your attention.