

**ACTION ITEMS 2024 FOR MEMBERS OF THE COPYRIGHT SOCIETY OF BOTSWANA HELD
IN ON MULTI LOCATION LIVE STREAMING**

	Action	Timeline	Responsible Party	Progress / Next Steps (AGM Update)
	Improve the matching process for unmatched royalties (currently exceeding BWP 500,000).	By Distribution 17	COSBOTS Management	Significant progress will be made through the introduction of ISRC management, coupled with the DBS fingerprinting project, and the manual enrichment of metadata that is already happening at the office. These will reduce the level of unmatched royalties and will ensure more accurate and timely distributions to members.
	Digitise the registration and submission process for creative works to enable online submissions and reduce reliance on hard copies.	Ongoing	COSBOTS Management	Engagements have been held with CIPA to enable digitised submissions. While current legislation still requires hologram-backed submissions, COSBOTS continues to advocate for reforms that will allow a fully digital process, thereby making registration more efficient and accessible to members.
	Finalize the procurement of the architectural firm to design the COSBOTS Creative Hub.	Ongoing	The Board & Management	Draft architectural designs have been presented and reviewed by the Board. Final designs are now being refined in preparation for approval, marking a critical step toward the launch of the Creative Hub project.
	Continue lobbying relevant ministries and stakeholders for reform of the Levy on Technical Devices Fund (LTDF) framework, with	Ongoing	The Board & management	COSBOTS has played a leading role in the regional PCR/levy strategy under ARIPO and has actively engaged with both CIPA and the Ministry to secure

	the aim of securing COSBOTS' direct administration in line with international best practice.			COSBOTS' role in the revised Act. This advocacy remains a top priority until the framework is fully reformed.
	Implement new technologies to enhance royalty tracking and distribution.	Ongoing	COSBOTS Management	New systems, including WIPO Connect, iMonitor, and DBS fingerprinting, are being rolled out to improve transparency and accuracy. In addition, ISRC management by COSBOTS will strengthen to ensure international recognition of members' works. These innovations will yield measurable improvements in royalty distributions.
	CLOSING REMARKS: <ul style="list-style-type: none"> Chairperson closed with a vote of thanks and provided contact information for follow-up concerns Reaffirmed COSBOTS' mission to support creators and uphold copyright law. Encouragement for members to engage more with COSBOTS 			
	Closing Prayer Meeting was closed with a word of prayer			
j	Ms. Bakalanga Malikongwa Board Chairperson Sign: _____ Date: _____			
Sig ned by:	Letlhogonolo Makwinja CEO			

	Sign: _____ Date: _____
	Recording Bonang Kabimba Sign: _____ Date: _____