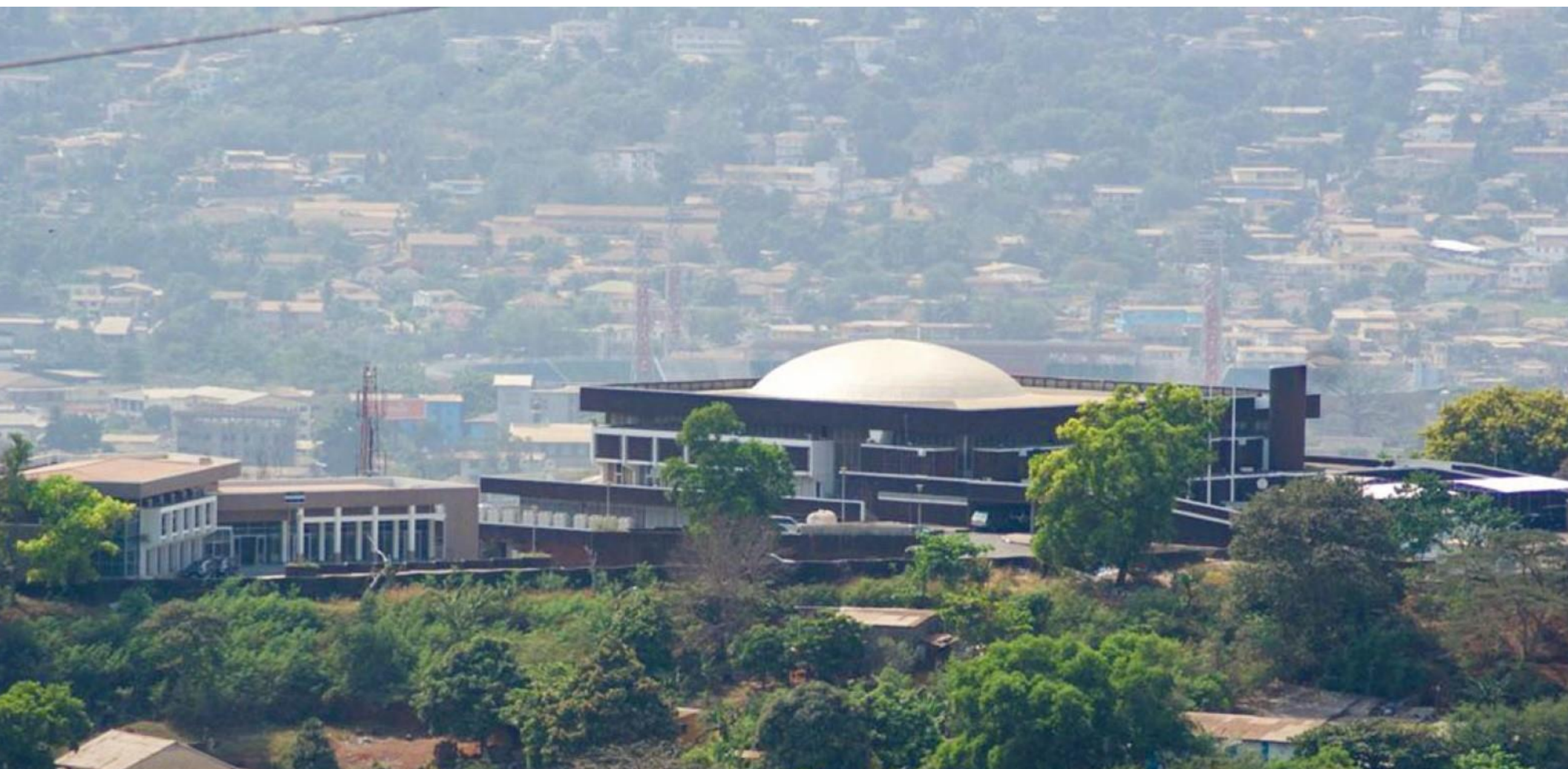




QUARTERLY LEADERSHIP DIGEST

JANUARY- MARCH, 2023



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STATUS OF DIRECTOR GENERAL'S 100 DAYS PLAN

The Director General set a 100 days plan when she assumed Office and the plan comprised 5 objectives and 30 key activities.

Out of the 30 activities, the Director General was able to implement and make progress on 25 (83%).

The other 5 activities (17%) have commenced but were constrained as a result of inadequate funding. These activities have now been incorporated into the 2023 plans of the various directorates.

MESSAGE FROM THE DIRECTOR GENERAL

MRS FINDA FINDOIA FRASER

Dear Mr. Speaker, the Deputy Speaker, the Leadership of Parliament, the Clerk of Parliament, and my esteemed colleagues. As we move towards the dissolution of the Fifth Parliament of the Second Republic of Sierra Leone, I want to provide you with an update on the progress of Parliament for the last quarter.

I am therefore delighted to bring you the second edition of the Quarterly Leadership Digest. The digest is a snapshot of the key happenings of Parliament that require the attention of the Parliamentary Service Commission and the Leadership of Parliament. It is a piece that reinforces the updates provided by Clerk to the Parliamentary Service Commission.

I must confess that we have not been consistent in producing the Leadership Digest mainly because of a few administrative challenges. I know there is a need for improvement especially related to consistency and timeliness of the production of the Digest.

Let me however assure you that I will put all the vigilance at my disposal to ensure timely and consistent production of the Digest as we move forward.

This second Digest is for the period January to March 2023. I am very proud to note that we achieved a lot as an institution in varying areas from legislation, oversight, representation, and corporate planning. The Digest is therefore a compilation of the finality of my 100 days plan, our legislative progress, our oversight achievements, our international representations, and our general support and advisory services to our Members of Parliament.

Mr. Speaker, let me hasten to thank you and the Parliamentary Service Commission (PSC) for being a listening corporate body of Parliament.

We were so delighted to have you and some members of the Parliamentary Service Commission (PSC) and other MPs in Makeni for the interaction with the Directors and, more importantly, for listening to the various presentations on the services we offer the institution and how to access such services.

Allow me Mr. Speaker to thank our highly experienced and supportive Clerk of Parliament who not only provides guidance and directives in what we do but also joins us in implementing and shaping those directives.

Let me thank the Directors and the entire staff of Parliament for standing up to the occasion especially when it matters. There were a few bumps during the quarter but we have responded well by addressing those bumps.

Our functionality and responsiveness matter to us and we will therefore continue to do our best to serve our Members of Parliament. I, therefore, wish you an exciting reading of this Quarter's Digest.

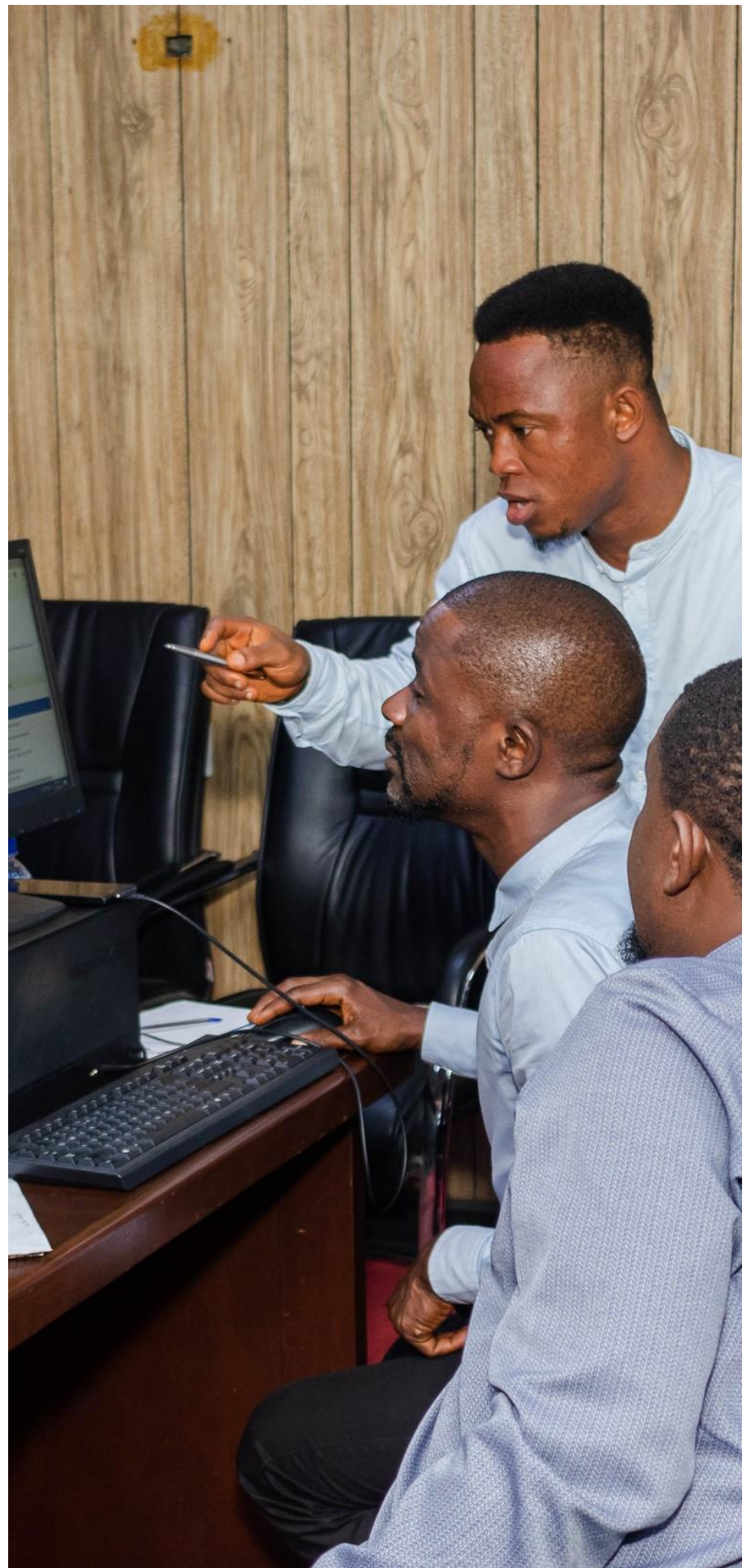
Ramadan Kareem



Reflections of 2022

As we end 2022 and start a new year, the Parliamentary Service is pleased to inform the PSC and Leadership of Parliament of the following achievements:

1. Parliament received an Unqualified audit report for 2021
2. Parliament was recognised by Anti-Corruption Commission (ACC) for fully complying with the implementation of the National Anti-Corruption Strategy
3. Tremendous progress in promoting Open Parliament as the open day event was done in Bo, Makeni, Kenema, and Freetown, and the hybrid approach used was commended by participants and by PN-Africa.
4. Through the leadership of the Speaker of Parliament, Sierra Leone also showcased its work on Open Government Partnership (OGP) in Morocco during the Africa and Middle East Regional Meeting in November 2022, and this resulted in an agreement for the formation of a Technical Administrative Secretariat on OGP in Morocco with a branch secretariat in the Sierra Leone Parliament.
5. International recognition of Sierra Leone Parliament by Global Indexes on Open Parliament and Budget Transparency
6. The successful hosting of the 52nd Regional Commonwealth Parliamentary Association Conference in Freetown as the Speaker of Parliament received compliments from visiting delegates for the engaging nature and the general hospitality provided to delegates.
7. The Leadership Retreat held in Makeni was a successful programme that provided for the very first time an opportunity for the various Departments to showcase their services and products in supporting the work of Members of Parliament. Some of the MPs confessed that it was an opportunity for them to fully understand the work of the various Departments as they now know whom to talk to and for what services.
8. Increased oversight support to Committees as almost each sectoral committee conducted at least one field oversight in 2022; a very big achievement when compared to the limited number of oversights held over the previous years.
9. Timely production and dissemination of Votes and Proceedings to Members of Parliament.
10. Parliamentary investment in turning a paper dumpsite store into a comfortable and decent Parliamentary Training Centre that is now functional in providing training for MPs & staffers.
11. Increased supervision of staff through the revitalization of performance management and the monitoring of the biometric system to keep staff on their toes.
12. Stronger systems are now in place in meeting our E-parliament vision as the website, and parliamentary app have all been upgraded. Additionally, CCTV Cameras are now in place.
13. Significant improvement in leading the corporate ambitions of Parliament as strategic planning is now strongly embedded in our work culture and, all departments were able to develop and implement and report on their departmental plans.
14. Consistency in holding management meetings as 12 management meetings were held in 2022 and key recommendations of the management meetings were followed up on and implemented.
15. Capacity building is now significantly institutionalised and with increased investment by Parliament in supporting training initiatives.
16. Stronger systems are in place in supporting the appropriation process as MPs are now more guided to scrutinise the budget, ensuring the budget report is completed on time.
17. Good relationship between Parliament and its traditional partners especially the EU, WFD, and UNDP.



CORE CHALLENGES IN 2022

In as much as we achieved a lot in 2022, we are also cognisant of the fact that there are still unfinished businesses that require your attention as we plan for the upcoming year. These are as follows:

1. Inadequate office space
2. The institution is still challenged with the application and use of the Accounting Software currently at our disposal
3. Lack of decorum within the working environment
4. Though the rehabilitation of Parliament by the United Nations Office for Project Services (UNOPS) gave a facelift to the institution yet the quality is questionable.
5. Recruitment is still not driven by capacity needs and competency as most of the newly recruited staff assigned to specific Departments cannot match up with the required tasks.
6. Slow acceptance on the side of some staff and MPs in advancing the corporate agenda of Parliament.
7. Conflict situation within the Chamber hinders legislative processes.
8. Limited safety and security safeguard systems to protect Parliament and its people
9. Lack of application system (Microsoft Office, operating system, Anti-virus, utilities) and ICT tools and spares generally.
10. The lack of financial autonomy of the institution.
11. Delay in the payment of vendors and implementation of digital procurement
12. Most of the official vehicles assigned to the institution are no longer road worthy
13. Very poor systems on staff promotion, realignment, and travel opportunities



OUR PRIORITIES FOR 2023



Our priorities are anchored on our continued efforts in addressing the gaps identified in 2022 while putting together a robust dissolution plan for the 5th Parliament and ensuring it is implemented.

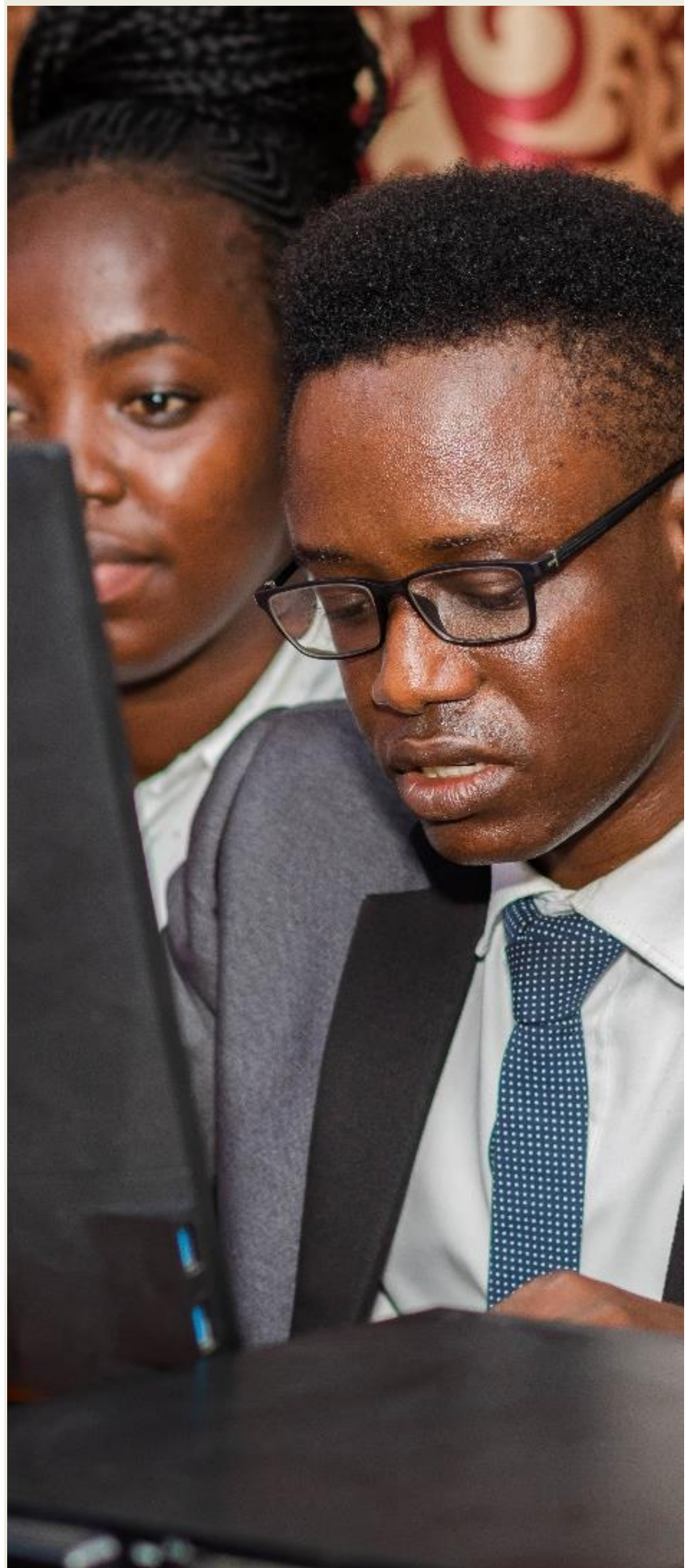
While the above are ongoing support activities, we will however prioritise ten key areas for 2023 and these areas are:

1. **The implementation of a 100% paperless Parliament.** This will be led by the ICT Department with the support from the Library & Documentation. Parliament will continue to engage the European Union & World Bank for support in this direction.
2. **Developing and implementing a parliamentary gender focus programme.** DePREP will lead in the implementation with support from Female Caucus, PPR, CSPA & Committee Departments. Parliament will continue to engage the Inter-Parliamentary Union (IPU), EU, WFD, Irish Aid for partnership in this area. Participants added the cultivation of relationships with PN-Africa & Plan International in this direction as well.

Our Priorities for 2023 – Contd.

3. **Parliament will set up and operationalise a Member’s Support Services Initiative.** The Director General will lead in implementing this initiative with support from Human Resource Department & CSPS and DePREP as well. Parliament will therefore engage the Commonwealth Parliamentary Association (CPA) for support in this area.
4. **Institute stronger safety and security systems.** This will include adequate training for SAA, perimeter fencing, electronic scanners and doors, systems in place to discourage petty trading, safety, and security policy, and improving toilet system). The SAA will lead in implementing this initiative and will be supported by Office of the Clerk, ICT, Human Resource & Admin & CSPS. Parliament will engage the European Union and the Executive for supporting this initiative.
5. **Increase office space and equipment for staff.** The SAA Department will lead this initiative. Parliament will engage the Executive and Chinese Embassy for support in this direction.
6. **Roll out corporate governance system.** This will include Performance contracts for Directors and Deputies & key Unit Heads (Stores, Health & Facility, Transport, Estate Officer), implementation of risk management systems, and mid-term review of the strategic plan, Strengthen M&E & Roll Out Reforms). The Director General’s Office will continue to lead on this and will be supported by ICC, CSPS, Stores, Committee and Official Report. Parliament will continue to leverage the support of the European Union in implementing our corporate ambition.
7. **Improve staff capacity.** We will focus on developing a degree partnership programme with the Ernest Bai Koroma University of Science and Technology (EBKUST) in which 20 of our staff will be partially supported to complete a Master in Corporate Governance Programme. CSPS will be leading this initiative with support from the Office of the DG & the Human Resource & Admin Department.
8. **Develop and implement and induction programme for Members of Parliament.** The Office of the Director General & CSPS will lead the development & implementation of this activity with support from all Departments of Parliament. We will continue to leverage existing support from the European Union and Commonwealth Parliamentary Association (CPA) to jointly support this initiative.

9. **Facilitate the passing of a Parliamentary Budget Office legislation & a Parliamentary Training Centre Policy Framework** to ensure these two entities have legislative & policy support in implementing their mandates. Key Departments in implementing these initiatives are PBO, CSPS, and Legislative & Committee Departments. Parliament will continue to engage the European Union and UNDP in this direction.
10. **Continue the implementation of the Open Parliament initiative.** This will include enhancing the functionality of the CSO-Desk, and press gallery, implementing the Open Government Partnership (OGP) National Action Plan of Sierra Leone, and establishing of an OGP Caucus & and OGP Desk Office in Parliament.



European Union Supported the Development of Manuals for Delivering Training for Members of Parliament & Parliamentary Staffers.

Through the Centre for Strategy and Parliamentary Studies (CSPS), The European Union commenced the development of manuals on Parliamentary Corporate Governance, Public Financial Management Manual and Parliamentary Practice and Procedure Manual. [Three consultants from Kenya \(2\) and United States \(1\)](#) led in the development of each of the manuals and they were supported by staff of the CSPS, PBO and Legislative Departments.

Three training of trainer's workshops were conducted in Freetown, Makeni and Kambia focusing on the use of the manual and on adult learning techniques. A total of 91 staff benefitted from these training workshops. The training manuals will be key materials that will guide the delivery of the 2023 orientation and induction of Members of Parliament (MPs). [The manuals will also guide ongoing certified professional development](#)



Eighteen (18) Staff Supported by the Parliamentary Service Commission with Partially Paid Study Leave for Master's Degree in Corporate Governance.

In strengthening the corporate governance of the institution and the effective delivery of the parliamentary corporate governance manual in the Parliamentary Training Centre, the Parliamentary Service Commission (PSC) through the leadership of the Clerk and the Director General, has approved and paid 60% tuition fees for 18 staff of Parliament to complete a Master in Corporate Governance Course with the Earnest Bai Koroma University of Science and Technology (EBKUST).

This initiative will be delivered through a Degree Partnership Programme that will be coordinated and monitored by the Parliamentary Training Centre. The 18 staff have commenced the course in the Freetown Campus of EBKUST. The course is for three semesters for the 2022 and 2023 academic year.

Four (4) Management Meetings Were Held for This Quarter.

The Management Committee comprises Directors and Deputy Directors, the Director General, the Deputy Clerk, and the Clerk of Parliament. This body is responsible to implement policy and programmes of Parliament and also to support the Clerk of Parliament in the overall management of the institution.

The Committee is expected to meet every month with a target of 3 meetings per quarter. For this period, the Committee overachieves its meeting target as 4 meetings were held instead of three (3) and actions of these meetings were followed up on by the Director General.



Launched the Gender Equality in Political Programme in the Parliament of Sierra Leone

With Partnership of the International Parliamentary Union (IPU), DePREP facilitated the launching of **The Gender in Politics Programme**. **The strategic goal of the programme is to have a gender sensitive transformed Parliament. The objectives are as follows:**

- a) To strengthen gender equality legislation & policy
- b) To mainstream gender throughout the work of Parliament
- c) To ensure the responsibility of gender equality is shared by Parliamentarians and Parliamentary staffers
- d) To enhance the gender sensitivity and gender equality amongst parliamentary staffers

The Programme was officially launched by the Leader of Government Business, Honourable Mathew Sahr Nyuma

50 Female Staff Trained as Emerging Female Leaders

The Parliamentary Service under the astute leadership of the Clerk of Parliament has identified fifty female staff as the Emerging Female Leaders of the Institution which resonates with Strategic Goal One (1) of the Strategic Plan of the Parliament of Sierra Leone and Strategy 1.6 which talks about **"Mainstream Gender in all departments and operations of Parliament"**.

This is also a deliberate effort by the Institution in strengthening their public speaking, leadership management and confidence-building skills that will enhance their capacity to potentially take up leadership positions within the Parliamentary Service in the future which will eventually have a ripple effect on the Institution and the nation as a whole.

A gender leadership workshop was organized and all 50 staff attended. Followed up sessions to strengthen their confidence level are ongoing and both European Union & WFD have consented to provide more workshops for these emerging female leaders.



Parliament Trained CSOs in Preparedness of the CSOs Desk in Parliament

As part of the implementation of the Parliamentary Commitments on the Sierra Leone National Action Plan of 1V of the Open Government Partnership, the Westminster Foundation for Democracy (WFD) supported the training of CSOs on how they can better engage and work with Parliament. This training is also a milestone achievement of the MoU that the Parliament of Sierra Leone signed with 52 CSOs over the past two years.

The workshop commenced with statements from Mrs. Finda Fraser, Director General of Parliament, Mr Edmund Abu-representing the 52 Civil Society Organisations, Mr Adams Fusheini, EU Key Expert in Parliament, Mr. Alusine Suma- WFD Country Representative and Mr. Gilbert N'habay, Director of DePREP. All of the speaker's statements reinforced the need to foster a healthy and mutually supportive relationship between Parliament and Civil Society Organisations so as to reduce confrontation and improve cooperation for the benefit of the citizens of Sierra Leone.

The sessions of the workshop were facilitated by Bintu Weston of the Legislative Department and Augustine Kamara of the Department of Committees. The two sessions provided information on how Parliament works, how can CSOs better engage Parliament and the key opportunities for CSO to contribute in the general operations of Parliament especially relating to law-making and oversight.

The Setting up of a Quality Assurance Committee on all UNOPS Projects in Parliament

To enhance accountability, quality of service, and value for money, the Institution has set up an ad-hoc Committee called the Quality Assurance Committee to look at the 12 UNOPS projects in Parliament. The Committee has so far commenced its operations. The Committee has visited the twelve UNOPS project sites in Parliament. The Committee has interviewed the Project Board Chairman who happens to be the Clerk of Parliament, the Speaker of Parliament, the Director of ICT and members of the Facility Unit who were all part of the implementation process.

The Committee also interviewed the Director General and other Project Board Members to have first-hand information on all UNOPS projects in the Institution. Final report of the Committee will be featured in the next edition of Leadership Digest.

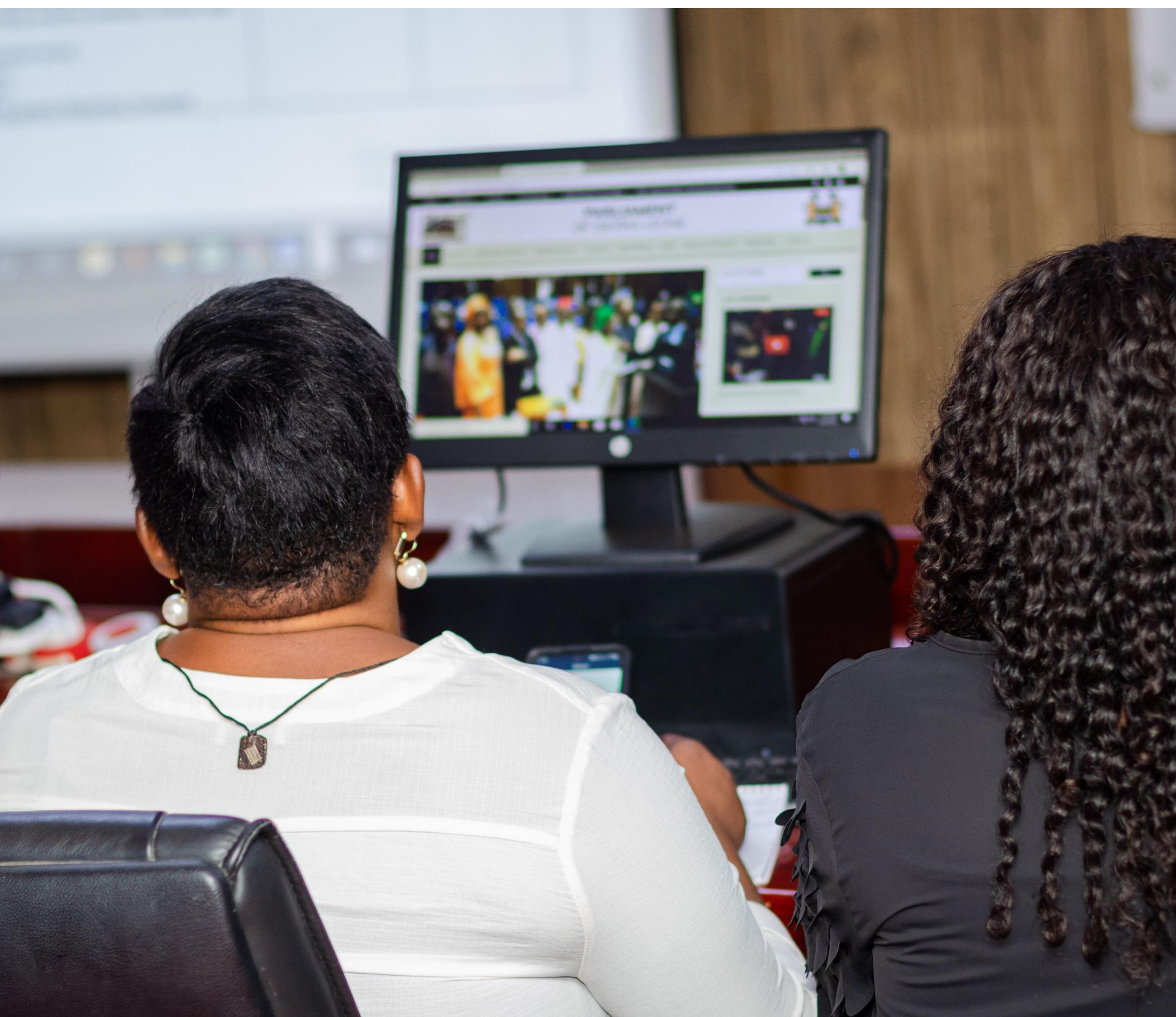
The Strategic Actions on Study Leave for Staff

In order to have permanent control measures on how staff go on study leave, Management Committee had an Emergency Meeting to discuss critical issues relating to study leave. Key decisions reached are as follows:

- a) Starting from next year, all staff wanting to apply for studies should first inform the Human Resource Department
- b) The Human Resource Department should not approve staff wanting to apply for studies, but to furnish Management with the list of staff wanting to apply for studies for the attention and discussion(s) of Directors and Deputies, after which the Clerk of Parliament will take it to the Parliamentary Service Commission for approval
- c) The Human Resource Department should issue a MEMO informing staff who are currently studying to submit their acceptance letters within 72 hours
- d) The Human Resource Department should compile the list of staff who are currently studying and submit the list to Management for the attention and discussion(s) of Directors and Deputies, after which the Clerk of Parliament will take it to the Parliamentary Service Commission for approval; The Human Resource Department should ensure that the Human Resource Policy is distributed to Directors and Deputies electronically
- e) Going forward, **leave for staff studying masters, degree and other courses should only be given during their exams;** Staff who are currently studying with two years remaining for completion are allowed to proceed, but those with three years and above should take study leave with half or without salary; If Management is not aware of any staff currently studying, the said staff will be dismissed.

The Monthly Management Meeting

To keep Management abreast of the deliveries of the Institution at the departmental level and by extension hold departments accountable for their expected outcomes the Office of the Clerk of Parliament and my Office have made sure that Management Meetings are being held since my inception as the Director General.



Acts passed: January – March 2023

ACTS PASSED BY THE FIFTH PARLIAMENT FROM JANUARY TO MARCH 2023		
NO	ACTS	DATE
1.	The National Unity and Reconciliation Commission (Repeal) Act, 2021	1/12/2023
2.	The Court Amendment Act, 2021	
3.	The Sierra Leone Nursing and Midwifery Council Act 2023	1/31/2023
4.	The Employment Act, 2023	3/7/2023
5.	The Overseas Employment and Migrant Workers Act,2023	3/21/2023
6.	The Work Permit Act, 2023	

No	Statutory Instruments	Laid by	Date Laid	Maturity Date
1.	Public Election (Petitions) Rules, 2022 Public Elections (Petitions) Rules 2022 (Act No. 17 of 2022) Statutory Instrument No. 16	The Attorney General and Minister of Justice	Wednesday 21 st December 2022	Tuesday 10 th January 2023
2.	The Attorney General and Minister of Justice The Magistrates Court (Small Commercial Clams) Rules, 2021 Statutory Instruments No. 8 of 2021	The Attorney General and Minister of Justice	Tuesday 10 th January 2023	Tuesday 31 st January 2023
3.	The Right to Access Information Regulations 2022 The Right to Access Information Act 2013 (Act No. 2 2013) Statutory Instrument No. 9 of 2022	The Minister of Information and Communications	Thursday 26 th January 2023	Wednesday 15 th February 2023
4.	The Independent Media Commission Elections (Coverage and Reporting) Regulations, 2022 The Independent Media Commission Act, 2020 (Act No. 5 of 2022) Statutory Instrument No. 17 of 2022			
5.	The Independent media Commission (Print and Electronic Media) Regulations, 2023 The Independent Media Commission Act, 2020 (Act No. 5 of 2020) Statutory Instrument No. 11 of 2022.			
6.	The Sierra Leone Airport Authority (Approach and Aerodrome control Charge) Regulation,2023 The Sierra Leone Airport Authority Act 1988 (Act No. 8 of 1988) Statutory Instrument No. 1 of 2023 The excerpt of eight report of the fifth session of the committee on appointment and the public service.	The minister of Transport and Aviation	Tuesday 21 st February,2023	Monday 13 th March,2023

Loans, Grants & Agreements Passed

No	LOAN & GRANT AGREEMENTS	DATE LAID	DATE RATIFIED	
1.	Agreement the Reciprocal Promotion and Protection of Investments between the Government of the Republic of Sierra Leone and the Government of the State of Qatar	1/18/2023	1/24/2023	
2.	Agreement on Economic, Commercial and Technical Cooperation between the Government of the Republic of Sierra Leone and the Government of the State of Qatar			
3.	Agreement between the Government of the Republic of Sierra Leone and the Government of the State of Qatar for Air Services			
4.	Trade Cooperation Agreement between the Republic of the Gambia and the Republic of Sierra Leone			
5.	Bilateral Air Service Agreement between Government of the Republic Sierra Leone and Government of the Republic of Niger	3/10/2022	2/7/2023	
6.	Bilateral Air Service Agreement between Government of the Republic of Sierra Leone and Government of the United Republic of Tanzania.	3/17/2022		
7.	Record of discussion between the Republic of Sierra Leone and the United Republic of Tanzania			
8.	Bilateral Air Service Agreement between the Government of the Republic of Sierra Leone and the Government of the Czech Republic			
9.	Bilateral Air service Agreement between the Government of the Republic of Sierra Leone and the Government of the Republic Kenya			
10.	Record of discussion between the Republic of Sierra Leone and the Republic of Kenya	3/22/2022		
11.	Bilateral Air Service Agreement between Government of the Republic of Sierra Leone and the Government Republic of Mozambique			
12.	Memorandum of understanding between the Government of the Republic of Sierra Leone and the Republic of Mozambique			
13.	Bilateral Air Service Agreement between the Government of the Republic of Sierra Leone and the Government of Iceland			
14.	Record of discussion between the Government of the Republic of Sierra Leone and the Government of Iceland	3/7/2023		3/9/2023
15.	An Agreement between the Government of Sierra Leone and Capitol foods Limited dated February 2023			
16.	Agreement between the Government of the Republic of Sierra Lone and the Government of Hungary on Economic and Technical Cooperation.			
17.	Agreement on the establishment of a joint committee for cooperation between the Government of the State of Qatar and the Government of the Republic of Sierra Leone.			
18.	Agreement on mutual administrative assistance for the optimal application of customs law, and repression, investigation and combating of customs violations between the Government of the State of Qatar and the Government of the Republic of Sierra Leone	3/7/2023	3/21/2023	
19.	Agreement between the Government of the State of the Qatar and the Government of the Republic of Sierra Leone concerning the regulation of the employment of Sierra Leone workers in the state of Qatar	3/7/2023	Expunged from the order paper	
20.	Agreement between the Government of the Republic of Sierra Leone and CFS Construction and General supplies company Limited dated February, 2023.			
21.	Joint Venture Agreement by and between the Government of the Republic of Sierra Leone represented by the Minister of Lands, Housing and Country Planning and TAF Africa Global Limited			
22.	Agreement between the Governments of Sierra Leone S R Industries Limited Sierra Leone dated March 2023			
23.	An Agreement between Government of Sierra Lone and Global Lite Refinery Sierra Leone Limited (GL-Refinery) March, 2023.	3/21/2023	3/23/2023	
24.	An Agreement between Government of Sierra Lone and Five Star Food Industries (SL) Limited March, 2023			
25.	Agreement between the Government of the Republic of Sierra Leone and IMS Group (SL) Limited December 2022			
26.	Financing Agreement between the European Commission and the Republic of Sierra Leone (Transformational Energy Access for Sierra Leone)	3/28/2023	3/30/2023	
27.	Joint venture Agreement between the Minister of Agriculture and Food Security, Sierra Leone and JAMPUR International FZE 612-4W-0A Dubai Airport Free Zone –UAE for JAMPUR International FZA to Use and, where possible, develop the Ministry of Agriculture and Food Security's Property of the Sierra GRI-BUSINESS initiative Center and parts of its surrounding Land at Newton, Western Rural Area of Sierra Leone and the Ministry's warehouse facilities at Kissy Freetown, as a means of Developing the Nucleus of the Company's Integrated Poultry Industry in Sierra Leone Dated 2022			

Committee Reports Laid: January – March 2023

No.	Committee Reports	Laid by	Date Laid
1.	The Minister of Foreign Affairs and International Cooperation. The Implementation of the International Covenant on Economic, Social and Cultural Rights Internal Report submitted by State parties Under Articles 16 and 17 in Sierra Leone Dated April 2022	The Minister of Foreign Affairs and International Cooperation.	1/18/2023
2.	Sixth report of the 61 st session of the organization of African, Caribbean, Pacific States (OACPS) Parliamentary Assembly and 42nd Session of the ACP-EU Joint Assembly from 25th October to the 2nd November 2022 in Maputo, Mozambique.	Honourable Mathew S. Nyuma, Leader of Government Business and Head of the Sierra Leone Delegation to ACP-EU Parliamentary Assemble	1/31/2023
3.	Report on the Ruling of the Rt. Hon Speaker of Parliament on the riotous conduct of some Members of Parliament in the Chamber of Parliament on 23rd November 2022	Hon. P.C Alie Badara Sheriff III Chairman, Parliamentary Committee on Privileges and Ethics	2/28/2023
4.	Unearthing Academic Fraud in the Civil and Public Service of Sierra Leone Report of the special select committee dated March 2023	Honourable Dr. Kendeh Kolleh Yumkel Chairman, Special Select Committee Fake Degrees	3/30/2023





Menu

PARLIAMENT OF SIERRA LEONE

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