



2024 ANNUAL & BUSINESS REPORT

ADVANCING TECHNOLOGY FOR
NATIONAL DEVELOPMENT



Cont

OUR BUSINESS

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Our business

OVERVIEW OF THE INSTITUTION

The Engineering Institution of Zambia (EIZ) is a body corporate established by the Engineering Institution of Zambia Act No. 17 of 2010 as a statutory professional regulatory body mandated to promote and regulate the practice of engineering and allied disciplines in Zambia through registration of engineering professionals, firms and units.

The Institution was founded in 1955, and has since then undergone a number of legislative changes through the 1972, 1992 and 2010 Acts of parliament respectively. Currently, the Institution has seventy thousand (70,000) individual members and five thousand (5,000) registered Engineering Organisations and Units.

FUNCTIONS

The specific functions of the EIZ as provided for in Part II Section 4 of the Engineering Institution of Zambia Act No.17 of 2010 include:

- a. to register engineering professionals, engineering organisations and engineering units and to regulate their professional conduct;
- b. to register students of engineering;
- c. to develop, promote, maintain and improve appropriate standards of qualification in the engineering profession;
- d. to develop, promote and enforce internationally comparable engineering practice standards in Zambia;
- e. to investigate allegations of professional misconduct and impose such sanctions as may be necessary;
- f. to advise the Government on matters relating to the engineering profession;
- g. to promote the general advancement of science, engineering, technological and allied disciplines for the improvement of the quality of life;
- h. to maintain and improve the standards of conduct and learning of science, engineering and allied professions in Zambia;
- i. to facilitate the acquisition of knowledge by engineering professionals through the establishment of technical libraries, and the provision of monetary grants, books, apparatus and any other facilities necessary to achieve this end;
- j. to hold meetings of the Institution for the reading and discussion of papers for professional interest, to make awards to authors of papers of special merit and to arrange for other activities of interest or benefit to engineering professionals.

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OUR VISION AND MISSION

VISION

A world-class professional body that promotes best engineering practice and technological innovations.

MISSION

To regulate and promote the engineering profession for optimal human Resource and benefit to society.

OUR CORE VALUES

1

INTEGRITY

We are honest and consistent in the execution of our mandate.

4

INNOVATION

We embrace new ideas in the execution of our duties.

2

TEAM WORK

We work in unity to achieve goals of the institution.

5

ACCOUNTABILITY

We conduct our business with transparency and are responsible for our actions and decisions.

3

EXCELLENCE

We are committed to delivering work that is of the highest standard.

President's report on 2024 activities



ENG. WESLEY KALUBA, FEIZ

PRESIDENT - ENGINEERING INSTITUTION OF ZAMBIA

1. INTRODUCTION

Since the election of the 62nd Engineering Council on 20th April 2024, it has been a great privilege to lead the Engineering Institution of Zambia (EIZ) in fulfilling its mandate of regulating and promoting the engineering practice in Zambia, as enshrined in the EIZ Act No. 17 of 2010. The past year has been truly transformative, marking significant milestones in our quest to elevate the engineering profession and enhance its contribution to national development.

Through strategic initiatives, strengthened regulatory frameworks, and enhanced stakeholder engagement, we have made notable progress in positioning EIZ as a dynamic and forward-thinking Institution. This report therefore highlights the key activities and achievements of 2024, reflecting the collective effort and dedication of our members, partners, Secretariat and the broader engineering community.

"The Engineering Fund will empower engineering professionals to take up transformative projects that address Zambia's pressing needs, such as the energy crisis, infrastructure development, and sustainable solutions for climate change."

2. REVIEW OF THE EIZ ACT

The ongoing review of the EIZ Act No. 17 of 2010 has been gratifying. The proposed amendments establish a strong foundation to address emerging challenges and opportunities, thereby strengthening our ability to fulfil our mandate. We expect that by June 2025, we will have a draft zero of a revised and more effective Act that will respond to emerging Institutional challenges. I am proud to state that we established the Act Review committee last year and the committee has made significant progress in their data collection from stakeholders.

3. INTRODUCTION OF THE ENGINEERING FUND

We took a bold step in introducing the Engineering Fund, a financial resource dedicated to advancing research, innovation, and professional development. This fund will empower engineering professionals to take up transformative projects that address Zambia's pressing needs, such as the energy crisis, infrastructure development, and sustainable solutions for climate change. This Fund will be ready by June 2025.

4. ADVICE TO GOVERNMENT

The institution has consistently provided advisory notes to government through parliamentary appearances on critical issues such as the 2025 Budget, the Constituency Development Fund Amendment Bill, and the legal framework governing the freight transport sector, reaffirming our role as key contributors to national development.

The Institution further appeared before the Parliamentary Committee on Transport, Works, and Supply to present its position on the Draft Zambia Institute of Quantity Surveyors (ZIQS) Bill of 2024.

5. QUALITY MANAGEMENT SYSTEMS (QMS)

The Institution has reached an advanced stage in the implementation of quality Management System (QMS) and I am proud to report that the Management Review was successfully conducted in 2024 and the Institution will now be applying for ISO certification mid this year. QMS will improve internal process and efficiency.

We have continued developing specific procedures to ensure that we continue to serve our members efficiently. The staff has undergone a comprehensive training on QMS implementation and we are committed through the customer service charter to specific service level which we will be held accountable to.

Additionally, we currently have an internal QMS audit being undertaken to refine our processes and procedures in readiness for the external QMS Audit planned. Furthermore, we are arranging a visit to Mopani Copper Mines PLC in the 1st/2nd week of April 2025 to undertake a review of their current QMS framework to strengthen our own initiatives as we pursue our journey towards ISO 9001 certification later this year.

We have re-evaluated our commitment to members through the customer service charter and I am proud to announce that the external audit will be conducted in June 2025 as a precursor to ISO certification.

6. DATA MANAGEMENT INFORMATION SYSTEM (DMIS)

We have made significant improvements to enhance the Database Management Information System- DMIS with the goal of improving overall performance, service delivery, and the user registration experience. Following the successful implementation of numerous improvements in Phase One, the system is now advancing to Phase Two, which focuses on increased efficiency.

This next phase introduces advanced features that further optimize service delivery. Notable enhancements include the expansion of digital payment options, such as mobile money (MOMO) available across all networks, VISA and Master card, and WhatsApp as a payment channel (in testing phase).

As part of phase two, the EIZ App and E-Store have been launched to provide members with mobile access to services, information, and

WORLD ENGINEERING DAY

The institution commemorated the 2024 World Engineering Day which falls on 4th March of every year. The day was launched on ZNBC TV by the Minister of Infrastructure, Housing and Urban Development, Hon. Eng. Charles Milupi, MP. EIZ celebrated the World Engineering Day through various platforms such as Webinars, Career Talks, Lectures, Technical tours and March pasts and engagements on various media platforms.



Members during the March past

online purchasing. The Android version is available now, and the Apple version will follow soon. Another notable key initiative is the recently concluded real-time short message service (SMS) feedback mechanism which has been integrated into DMIS to keep members informed throughout registration and other relevant activities.

7. TECHNICAL ASSESSMENT OF THE LUSAKA - NDOLA DUAL CARRIAGEWAY

Through our Engineering Technical Committee, established in the EIZ Act No 17 of 2010, the Institution carried out a technical assessment on the Lusaka-Ndola dual carriageway and Luanshya-Fisenge-Masangano road construction project. This underscores our commitment to ensuring that engineering projects meet the highest standards. And after making several calls to the contracting authority, Road

7

Technical committee during the assessment of the Lusaka - Ndola Dual carriageway

11

Attendees during the workshop

12

EIZ Secretariat after receiving the award

7



Development Agency (RDA) to appoint an Independent Engineering Consultant, the Agency took the necessary action.

The technical committee has aggressively been on the ground to investigate engineering disasters and monitor infrastructural works across the country including several mining incidences that occurred during the period under review.

8. MEMBERSHIP GROWTH

In the year 2024, the Institution registered a total of 5,533 new members. Individuals and firms have continued showing interest in joining our Institution and Secretariat has been very aggressive to ensure all engineering professionals are registered.

9. COMPLIANCE AND ENFORCEMENT

The current compliance rate for engineering professionals was at 76% for engineering professionals and 75% for engineering organizations as of 31st December 2024.

We have further been benchmarking engineering registration and practice across borders to adopt some of the best practices from other Institutions.

The Institution has further scheduled a solid plan to visit engineering projects under the Constituency Development Fund (CDF), to ensure all those carrying out the works are compliant.

10. REBRANDING STRATEGY

In line with number three of the 7-point Plan and bridged strategic plan we have embarked on the process of rebranding the Institution to enhance the visibility, image and reputation of EIZ as a leading engineering regulatory body.

We aim to

- create a cohesive and modern institutional identity that resonates with members, stakeholders, and the public.
- Position EIZ as a key player in national development, particularly in advancing sustainable engineering solutions.
- Foster member pride and encourage increased participation in EIZ activities.

11. MEMBERSHIP TO THE INTERNATIONAL ENGINEERING ALLIANCE

The pursuit of the International Engineering Alliance has continued and we have reached an advanced stage under the mentorship of Engineering Council of South Africa (ECSA).

As part of the mentorship programme to prepare the Engineering Institution of Zambia (EIZ) for its application to the International Engineering Alliance Washington Accord, the Engineering Council of South Africa (ECSA) held a capacity building workshop for university faculty heads and assessors. The workshop was attended by the Ministry of Science and Technology, the Ministry of Education, Mulungushi University, the University of Zambia, Copperbelt University, and Higher Education Authority.

The objective of the workshop was to introduce participants to the principles and requirements of the International Engineering Alliance (IEA) Washington Accord, develop skills in the implementation and assessment of IEA graduate attributes and provide insights into outcome-based accreditation practices.

12. EXHIBITIONS

We are furthermore proud to celebrate the recognition we received in the last few months at the 2024 Zambia Agricultural and Commercial Show, where EIZ was awarded 2nd place in the Best Regulatory category and third place for Best Innovation Exhibit, showcasing our commitment to innovation and transformative impact. We also scooped 2nd place at the Copperbelt Agricultural, Mining, and Industrial Networking Enterprise (CAMINEX).

We also participated in the Copperbelt motor show, where EIZ was given an award of recognition for its contribution to national development and also as a partner to the 2024 Copperbelt Motor Show. The Show was held at the Garden Court Hotel from the 10th to the 12th May 2024.





Pupils at Kasisi Girls Secondary School

International Women in Engineering Day

In a remarkable celebration of the International Women in Engineering Day which falls on 23rd June every year, the Zambia Women in Engineering Section, in collaboration with Whisper a Dream Foundation, held an inspiring Career Talk at Kasisi Girls secondary school.

The aim of the event was to raise awareness about gender stereotypes in STEM careers and encourage more young women to pursue engineering and other STEM fields.

13. PAST PRESIDENTS' FORUM

The Engineering Institution of Zambia (EIZ) held its inaugural Past Presidents' forum dinner on 5th June 2024 at Latitude 15 Boutique hotel, in Lusaka. This meeting aimed at leveraging the collective wisdom of former thought-leaders, tapping into their past experiences, and strategizing for the future of the engineering profession in Zambia.

14. ENERGY CONFERENCE

EIZ participated in the Energy Indaba held on 21st June 2024 at Mulungushi International Conference Centre in Lusaka and made recommendations on climate change resilient infrastructure, energy mix embracing technological advancements whilst driving sustainable solutions through engineering.

15. CORPORATE SOCIAL RESPONSIBILITY

In a heartfelt gesture aimed at uplifting communities, the Craftsperson and Technician Section (CTS) contributed to the Kafue District Health Office on 21st August 2024, donating small carts and crutches to improve the lives of people living with disabilities in the area.

We also granted a total of K92,000 benevolence to four members of the institution as one of its membership benefits and in our ongoing commitment to supporting members in their time of need.

16. STRATEGIC MEETINGS WITH VARIOUS STAKEHOLDERS

During the period under review, the institution held a strategic meeting with Army Commander, Lt. Gen. Sitali Alibuzwi, at the Army Headquarters on 1st August 2024. During the visit, Lt. Gen. Alibuzwi commended EIZ for its pivotal role in providing professional guidance

12

Public Relations Manager Mrs. Ntalasha Yulu receiving the award

15

CTS chair handing over the donation

16

Strategic Meetings with Various stakeholders

16

EIZ, ZNS and Ministry of Defence inspecting the drainage system in Kanyama Constituency.



across all fields of engineering, emphasizing the institution's impact on the nation and beyond.

EIZ made a call on the Acting Secretary to the Cabinet Mr. Siazongo Siakalenge, and other Permanent Secretaries at the Cabinet office on 23rd August 2024 where EIZ acknowledged the urgent need for a national policy on Research and Development (R&D) to drive the growth and innovation of engineering in the country.

The institution further met with Zambia National Service (ZNS) Commander, Lt Gen. Eng. Maliti Solochi and his team on 19th September 2024 to explore potential areas of collaboration for socio-economic development and later conducted a joint inspection on the drainages in Lusaka in a critical move to prevent flooding and address Lusaka's recurring cholera outbreaks.

On 30th September 2024, the institution had a meeting with Israel's Ambassador to Zambia, Her Excellency Ms. Ofra Farhi to strengthen its collaborative ties, which focus on research, development, and technology exchange.

Furthermore, the institution had a meeting with Tanzanian High Commissioner to Zambia, H.E. Lt Gen Matthew Mkingule, held on 31st October 2024 to discuss Tanzania's transformative plan to stimulate and develop economic hubs within the borders of Zambia.

17. 2025 MINING INSAKA

We participated in the 2024 Mining InsaKa at the Mulungushi International Conference Centre from 7th to 11th October, 2024 where we highlighted the need for Zambia to enhance competencies of its mining engineering professionals through benchmarking against international standards such as the International Engineering Alliance. The EIZ President gave a keynote speech highlighting its contribution that EIZ had made to the mining sector over the years. Further, as the country projects to produce 3m tonnes by 2030, EIZ members will play a crucial role in developing the right skills and energy requests.

18. 2025 BUDGET SYMPOSIUM

The institution made a presentation during the 2025 budget symposium held at Mulungushi Conference Center in Lusaka where the institution emphasized the importance of efficient procurement processes, thorough budgeting, and adherence to project cash flow requirements for sustainable infrastructure development.

19. ZAMBIA WOMEN IN ENGINEERING SECTION HIGH TEA

The Zambia Women in Engineering Section (ZWES) hosted a vibrant High Tea event ON 7th September 2024 at Radisson Blu Hotel, centered around the theme "Promoting Leadership Professionals through Capacity Building." The event gathered prominent leaders, including Ms. Mirriam Chiyaba, President of the Institute of Directors; Eng. Mfikeyi Makayi, Chief Executive Officer of KoBold Metals Africa; Ms. Mutale Kabumbu, Head of Psychological Services at Renaissance; Eng. Angela Kapembwa, Project Manager at Boarda and ZANACO, CEO, Ms. Mukwandi Chibesakunda, who graced the event.





JETS Projects

Promoting young engineering professionals

One of the functions of EIZ is to promote the general advancement of Science, Engineering and Technology for the improvement of quality of life. EIZ sponsored the 2024 National Jets Fair at provincial, regional and national levels. The institution provided adjudicators for various engineering projects.

The Institution has also continued to promote STEM amongst young girls through career talks conducted by the EIZ in 24 branches and the Zambia Women in Engineering Section. This is meant to encourage the girl child to take up STEM subjects and have more join the engineering profession.

And to spark interest in Science, Technology, Engineering and Mathematics (STEM) among young learners, the Engineering Institution of Zambia (EIZ), in collaboration with STEM Explorers, Sibos the Engineer Project, organised a technical tour of the Bangweulu Solar Plant at the Lusaka Multi Facility Economic Zone.

The institution further supported the University of Zambia (UNZA) Student Chapter graduating gala dinner.

20. AFRICA ENGINEERING WEEK

The institution commemorated the Africa Engineering Week from 9th to 13th September, 2024 under the theme, “Engineering the Future: Innovative Infrastructure Solutions for a Sustainable Africa and Swift AfCFTA Implementation”. EIZ joined the rest of Africa at the exhibition conference held in Luanda, Angola, where EIZ was honoured with a prestigious award by the Federation of African Engineering Organisations (FAEO).

The award was in recognition of the exceptional institutional competency, support, and commitment to promoting engineering literacy and enhancing the overall sustainability and growth of FAEO.

During the same week, the institution conducted TV and Radio programmes to create awareness on the event, and further conducted Career Talks, Webinars, public lectures and Technical Tours.

17

EIZ President Eng. Wesley Kaluba during the Mining Insaka

19

ZWES high tea

21

Scholarship presentation award



21. SCHOLARSHIPS

During the period under review, we awarded three scholarships at ceremony held at the Engineering Institution of Zambia (EIZ) head office, three University of Zambia students, Taizya Kapula first year student electrical and electronics engineering, Mwewa Kasongo fourth year student civil engineering, and Dennis Mudenda third year student civil engineering, were awarded scholarships by the institution.

The Institution further offered a full university scholarship to Barnabas, a 17-year-old pupil from Kawambwa STEM school in Luapula, who innovated a solar-pumped hydro system. Chiti will study engineering at a university of his choice.

22. PUBLIC RELATIONS AND COMMUNICATIONS

In its quest to continue informing the public on the role EIZ plays in National Development, the institution signed an MOU with the Zambia Daily Mail to publish a bi-monthly column dubbed Engineering Matters. This partnership has enhanced the institution's visibility as we have been able to reach our members and stakeholders at a wider coverage. The institution has been more present in the media, responding to queries, selling the mandate, giving technical guidance and encouraging compliance of engineering professionals.

Through the public relations department, the institution has continued to facilitate media interviews for the EIZ President and Council representatives. We have also continued to inform, update, engage and interact with members through our various social media pages through frequently asked questions, did you know videos adverts, how to do videos and publications of the echo magazine.

23. MOUS WITH STRATEGIC PARTNERS

In a significant step toward fostering international collaboration, EIZ met with the Finland Ambassador to Zambia, Ms. Saana Halinen on 22nd January 2025 and discussed ways of advancing engineering partnerships, scholarships and promoting women's participation in the engineering sector.

I am delighted to further mention that EIZ signed a Memorandum of Understanding with the Zambia Army on 23rd January 2025 to address infrastructural challenges and advance national development.

We further signed an MOU with Japan International Cooperation Agency (JICA) on 4th February 2025 to strengthen bridge engineering standards in Zambia. The Memorandum of Understanding (MoU) focuses on improving processes, refining goal structures, and enhancing infrastructure resilience.

24. GROUNDBREAKING THE CONSTRUCTION OF THE EIZ CENTER OF EXCELLENCE

On 27th February 2025, we broke ground for a milestone project, the construction of the EIZ Centre of excellence, marking the beginning of an ambitious journey to establish a hub for advanced engineering training, research, and professional development. Once completed, the centre will not only serve as a training ground for engineering professionals but will also significantly contribute to national development by equipping professionals with the skills required to meet the demands of modern infrastructure and industry.

25. CONCLUSION

As we look to the future, we remain steadfast in our mission to promote the highest standards of professional practice, ethical conduct, and innovation within the engineering sector. The active participation and support of our members and stakeholders have been instrumental in achieving these milestones, and we are confident that with continued collaboration and dedication, we will reach even greater heights.

I extend my sincere gratitude to the EIZ Council, Secretariat, and all members for their unwavering support and commitment. Let us remain united in our pursuit of excellence as we work together to drive sustainable engineering solutions for Zambia's development.

ENG. WESLEY KALUBA, FEIZ

PRESIDENT - ENGINEERING INSTITUTION OF ZAMBIA



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Registrar's report



ENG. DAVID KAMUNGU
FEIZ, REGISTRAR/CHIEF EXECUTIVE OFFICER

1. INTRODUCTION

The year 2024 marked another chapter of progress and transformation for the Engineering Institution of Zambia (EIZ). The Secretariat continued to push boundaries, broadening the scope of our core mandate and introducing forward-thinking solutions to meet the evolving demands of our members and stakeholders.

Membership growth remained on an upward trajectory, reflecting a deepening trust in the institution's role as a beacon of professional excellence. Compliance levels also improved, underscoring the growing recognition of EIZ's value and the importance of upholding engineering standards. Internally, operational systems were strengthened to enhance responsiveness and efficiency, ensuring that member services are delivered with precision and professionalism.

"The collective effort and shared vision have been the driving force behind our accomplishments, positioning EIZ to scale even greater heights in the years ahead"

Guided by the 2023–2026 Strategic Plan, which was launched mid-2023, the Secretariat focused on translating strategic intent into tangible outcomes. The institution sharpened its focus on driving member engagement, reinforcing governance structures, and fostering a culture of ethical excellence and meritocracy.

Among the standout achievements of the year were the successful roll out of enhanced professional development programs, increased member participation in governance, and a renewed emphasis on stakeholder collaboration. These efforts have elevated EIZ's standing as a dynamic and future-ready institution.

Management extends heartfelt appreciation to our members, the Council, Secretariat and all stakeholders for their unwavering support and commitment. The collective effort and shared vision have been the driving force behind our accomplishments, positioning EIZ to scale even greater heights in the years ahead.

During the period under review, the Institution drew its mandate from the strategic plan whose objectives are highlighted below.

Objective	Description of the objective
Objective 1	Improve membership services
Objective 2	Enhance compliance inspections
Objective 3	Enhance stakeholder participation
Objective 4	Enhance Financial Management Growth
Objective 5	Improve business processes and governance structures
Objective 6	Improve Human Resource Capacity
Objective 7	Enhance ICT Infrastructure

The detailed progress on each of the Strategic objectives will be discussed below:

2. IMPROVE MEMBERSHIP SERVICES

This objective entails increasing membership, enhancing Professional lives of members, reducing voter and membership apathy among others. To achieve this, EIZ will develop and implement a marketing strategy, annual CPD Calendar and database of professionals to facilitate CPD programmes. Further, EIZ will scale up sensitization campaigns and collaboration with stakeholders. Implementation of the Information, Education and Communication (IEC) Strategy will also be strengthened.

In order to achieve this, the Institution attained a number of key milestones as outlined below.

During the period under review, Secretariat focused on strengthening its membership benefits and value proposition. The Institution took deliberate initiatives in collaborating with a number of strategic partners to enhance the membership experience at the EIZ.

- 2.1 The Institution started 2024 with enhancing its call centre 3333 by engaging a dedicated call centre resource person. The call center currently received and truncates an average of 255 calls and emails in a day. The Institution also developed a complaints resolution mechanism by attaching compliant numbers to all membership related queries.
- 2.2 The Institution collaborated with various services providers to improve the membership experience
 - (a) MEIT Engineering: paid up members can now access various renewable energy solutions such as solar panels, inverters, pumps at 10% discount.
 - (b) Kietman Insurance: Members can now access 10% discount on motor vehicle insurance provided they are fully paid up.
 - (c) Kwik Fit: EIZ paid up members now have access to 10% discount on tyres and tyre services at all Kwik Fit outlets.
 - (d) Urban Hotel: EIZ members now have access to 10% discount on accommodation at Urban Hotels in Zambia

Secretariat will continue to engage various service providers for members to benefit from their membership.

2.3 In 2024 the Institution registered a total of 5,533 members

Membership Category	Total Number
Engineers	1976
Technologists	1215
Technicians	370
Cratsperson's	1972
Total New Members	5533

2.4 The Engineering Institution enhanced its CPD Policy to target all membership developmental needs. This led to the creation of a business unit within the Secretariat that will largely focus on research and development, upskilling members and developing training for all related CPD.

2.5 In 2024, the Institution continued to provide career talks to all aspiring engineering professionals in Zambia. The Institution carried out a total of 122 career talks. Furthermore, the branches supported JETS activities for the year.

2.6 During the period under review, Secretariat streamlined membership processes by simplifying registration and renewal processes. Renewals now take 10 minutes to complete within and outside the system. The Institution is further looking to enhance its DMIS system to be able to generate QR coded certificates upon successful renewal and payments made.

3. CAREER TALK IN MAZABUKA

- 3.1 The Institution also focused on improving system auto generated reminders to send timely reminders to members to subscribe in time.
- 3.2 On building capacity and networking, the EIZ held two gala dinners in the North and Southern Region. The end of year events were aimed at creating opportunities for members to interact with each other and network. During the same period, a number of deserving engineering organisations were awarded by the President of EIZ.
- 3.3 Three corporate social responsibility activities were supported in 2025. The CSR initiatives were aimed at creating impact and showcase what EIZ was capable of contributing to the growing needs of society.

3 Career Talks

Eng. Peter Kapala presenting an award to Barrick Lumwana during the Southern Region End of Year Gala Dinner

Lubambe Copper Mines after receiving an award during Northern Region End of Year Gala Dinner

EIZ Secretariat Staff after making a donation at Chimbokaila Women and girls's Prison on Women's Day



4. ENHANCE COMPLIANCE INSPECTIONS

To ensure increased compliance to engineering practice requirements and reduced fraudulent cases, EIZ will strengthen inspection of Engineering Professionals, Organizations and Units as well as enhance enforcement and stakeholder awareness campaigns on compliance to the EIZ Act among others.

During the period under review, the Institution attained a compliance of 76% on membership and practice for engineering professionals and 75% for organisations and units.

- 4.1 The Institution reviewed and updated the various enforcement procedures used for conducting inspections. This led to the development of clear standard guidelines for the inspectorate teams.
- 4.2 The Inspectorate teams undertook a benchmarking visit to Gaborone, Botswana in October 2024. The purpose of the visits was to appreciate strides made by the Engineering Registration Board of Botswana. The visit was initiated by the Engineering Registration Board of Zambia and the agenda to initiate competent exams for admission to practice in Zambia.
- 4.3 A total of 2,622 inspections were conducted. Compliance per region yielded 3,062 North and 3,062 South.
- 4.4 The Institution also introduced targeted inspections for compliance monitoring in all the ten provinces.
- 4.5 The Inspectorate department is also in the process of adopting the use of technology and smart inspections. The introduction of the EIZ App is aimed at introducing cloud based platforms for real time data collection. The Institution is also in the process of considering the introduction of part time inspectors to enhance the inspections in other parts of the country.
- 4.6 The Institution is also looking to strengthen the Inspectorate Departments through various trainings specific to prosecutions and compliance.

5. ENHANCE STAKEHOLDER PARTICIPATION

This objective is aimed at enhancing stakeholder responsiveness and increasing student participation in EIZ programmes through development and implementation of the Stakeholder Management Plan as well as Student Engagement Plan. Furthermore, the objective

entails enhancing stakeholder feedback mechanism and operations of the toll free line.

Customer Service and Call Centre

The Institution has witnessed positive member experiences which is building on fast response times and minimizing member frustrations and wait times by allowing them to reach a live representative quickly, through the recent establishment of the Call Centre, 3333.

The prompt response is showing our commitment to member needs, increasing the brand's reputation, and providing members with proper guidance by delivering clear and consistent information. The result is building of trust, strengthening relationships, increasing loyalty and retention.

Having a dedicated Call Centre has reduced the risk of delivering disconnected messages and made a significant dent in customer service and improvement of the Institutional brand.

Development of a Marketing Communication Strategy

The Institution has developed the Marketing Communication Strategy aimed at generating brand awareness, nurturing stakeholder relationships, and converting leads into paying members. The ultimate goal is to increase registration and retain membership. More importantly, the strategy aims to improve the image of the institution. The strategy will align the marketing and communication objectives with the Institution's goals. With this strategy in place, the institution will have a more systematic approach, resulting in improved marketing and communications outcomes.

Press Statements

During the period under review, the department released the following press statements;

1. EIZ mobilizes experts for Energy Crisis
2. EIZ to Accredite Solar System Installers for Net metering
3. EIZ Calls on stakeholders to heed to technical advice (Comment on society business park)
4. EIZ refutes claims on Licensure exams

4 Compliance Inspections

8 EIZ Staff during a customer relationship management training





Exciting News!!
The EIZ call Centre is now operational



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6. ENHANCE FINANCIAL MANAGEMENT AND GROWTH

This objective entails enhancing the payment systems, operations of the EIZ Store and enhancing implementation of debt management initiatives. Further, EIZ will develop and implement a Business Development Plan, an Investment Policy and Risk Management Plan. Adherence to financial regulations and reporting standards as well as internal controls will be strengthened. These interventions are aimed at increasing financial resources, reducing debt and improved accountability.

During the period under review, the revenue generated was ZMW 83 million as compared to ZMW 77.91 million in 2023, representing an increase of 8%. The Council ensured financial prudence during the period under review. The details will be provided in the finance report.

- 6.1 In 2024, Secretariat enhanced its financial pocket by improving nontraditional income from K8m at the close of 2023 to K12m by 31st December, 2024. The source of the nontraditional income was through initiatives such as the sale of EIZ branded merchandise and other activities around the AGM.
- 6.2 Secretariat continued to strengthen its financial planning and budgeting by ensuring that detailed budgeting and revenue projections were adequately done. Secretariat also ensured that operating expenditure per quarter was within budget.
- 6.3 The Institution also implemented improved cash flow management mechanism through the upgrading of various software in its operations. To avoid liquidity challenges, daily and weekly monitoring is performed. The DMIS system was enhanced and linked with the finance system thereby introducing smart invoicing and reminders to reduce late payments.
- 6.4 Finance staff underwent various CPD training during the period under review.
- 6.5 The Institution also continued to rely on financial instruments such as fixed deposits and government bonds in its quest to secure funds and support operations. The use of different instruments sustained the Institution and supported its financial management goals.
- 6.6 The Institution developed and implemented an improved Risk Management Framework. The RMF approved in September 2025 has streamlined risk mitigation by providing the Institution with a structured process of identifying, assessing and prioritizing its

risks. Furthermore, the risk rating of the Institution improved from 0.5 to 3 out of 5 in rating after the adoption of the RMF.

- 6.7 Management ensured that management accounts were produced and reviewed monthly in line with best practices. These were quarterly reported to the Finance and Administration Committee.
- 6.8 Management also ensured that all staff had key and track-able key performance indicators enshrined in their performance contracts.

7. IMPROVE BUSINESS PROCESSES AND GOVERNANCE STRUCTURES

To deliver services effectively and efficiently, EIZ will ensure development of an Enterprise Resource Planning (ERP) system, enhanced implementation of the Quality Management System (QMS) and review of SOPs and Client Service Charter.

- 7.1 During the period under review, the Institution did a full review of its business processes to ensure inefficiencies and bottlenecks were identified. The Institution also conducted a full needs assessment regarding the implementation of full ERP systems aimed at improving workflows within the Secretariat.
- 7.2 The Institution also continued to improve operations within the DMIS system by enhancing operational modules to improve interwork processes. The DMIS and sage were linked to ensure that transactions were processed seamlessly and in real time. This has reduced average processing times significantly.
- 7.3 Critical standard operating procedures and policies were reviewed under IT and Finance to enhance systems. This also aligns with the Quality Management journey that the Institution has embarked on for the last three years.
- 7.4 In order to enhance Council, Board and Committee governance and oversight, the Institution held three corporate governance training.
 - (a) Corporate governance and induction for the Council
 - (b) Risk Management training for the Council and Board
 - (c) Balanced scorecard training

These training sessions have stretched and ensured that all governance structures were effective.

- 7.5 Council and Board Performance evaluations were also introduced in 2024 with the aim of assessing affective in governance.



8. IMPROVE HUMAN RESOURCES CAPACITY

This objective entails enhancing the payment systems, operations of the EIZ Store and enhancing implementation of debt management initiatives. Further, EIZ will develop and implement a Business Development Plan, an Investment Policy and Risk Management Plan. Adherence to financial regulations and reporting standards as well as internal controls will be strengthened. These interventions are aimed at increasing financial resources, reducing debt and improved accountability.

- 8.1 During the period under review, management optimized performance management by setting clear performance expectations using SMART goals drawn from the abridged 2023 – 2026 EIZ Strategic plan. Feedback mechanisms were embedded in employee performance reviews to encourage real time feedback on performance management.
- 8.2 The Institution also continued to reward employees through annual performance bonus. The incentive, purely based on employee performance is aimed at encouraging high performance.
- 8.3 The Institution also supported 75% of the Secretariat staff in annual CPD training to improve their operations. The staff in different operating streams underwent CPD. All staff underwent customer relationship management training in March 2024. The training was conducted in conjunction with the Zambia Institute of marketing.
- 8.4 In order to support women working at the Secretariat, Management introduced nursing hours for breastfeeding mothers. Employees who are breastfeeding now have a dedicated room at the Secretariat for such hours. This is also in line with the Zambia Employment code of 2019.
- 8.5 The Institution conducted one team building session with the focus of improving customer support, communication, enhancing teams and boost employee morale.
- 8.6 In 2025 Secretariat Human Resource Department will focus on development of staff employee welfare policy and invest in succession planning policies.

9. ENHANCE ICT INFRASTRUCTURE

To ensure enhanced productivity and assuring business continuity, EIZ will automate and integrate ICT systems, develop and implement an ICT Strategy as well as a robust business continuity plan.

- 9.1 The Institution enhanced its call center on 3333 by developing a tracking mechanism aimed at receiving and noting membership inquiries. The system has been able to assign service level agreements to all calls received. The Institution will in 2025 be implementing a customer relationship management module that will automate and improve interaction and problem resolution
- 9.2 Critical procedures and policies in conformance to the ICT were updated in 2024. This was in order to align with the Institutional business goals and growth plans as provided for in the abridged strategic plan.
- 9.3 A clear road map for digital transformation prioritizing key areas such as cloud computing, automation and ERP systems for the Institution was laid down in 2024. The enhancements on the DMIS and other key ERPs is poised to transform the membership experience.

- 9.4 In order to stay competitive, the Institution invested in high performance servers and networking equipment at the EIZ HQ. The IT department will continue to explore efficient ways of supporting business continuity in 2025.
- 9.5 The Institution continued to support and implement remote work solutions. The inspectorate and membership departments who spend most of their operations in the field were supported with remote working solutions such as Microsoft Teams, Zoom and access to work stations through virtual machines.
- 9.6 A strong culture of maintenance remains priority for the Institution for the critical ICT infrastructure in both regions. Our dedicated IT team ensured that less downtime on key processes was attained in line with strategic objective number 7. Regular system audits and updates to prevent vulnerabilities were conducted.
- 9.7 The IT department will continue to foster a culture of continuous improvement by conducting regular system reviews, training and support to the various operations.

During the period under review, several challenges were identified despite our commitment to resilience and innovation.

- Global and economic instability led to fluctuating demand and rising operational costs.
- Inflationary pressure increased the cost of critical materials used in the printing of certificates
- Noncompliance by some engineering professionals affected membership subscription in the second and third quarters of the year under review. Changing membership needs requiring swift adaptation in CPD services posed a challenge on the institution.
- Resistance to digital change in some areas of operations, requiring consistent sensitization affected member interface with our systems.

While these challenges have tested our resilience as an Institution, they have also provided opportunities for learning and transformation. We have taken proactive steps to address these issues, including diversifying our revenue streams through the E Store, strengthening the quality of CPD, investing in employee well-being, and accelerating digital transformation initiatives.

Looking ahead, we remain committed to driving sustainable growth, enhancing our operational efficiencies, and delivering long-term value to our members and stakeholders. With the collective efforts of our leadership team and workforce, I am confident that we will overcome these challenges and emerge stronger in the coming year.

Thank you for your continued trust and support.



ENG. DAVID KAMUNGU

FEIZ, REGISTRAR/CHIEF EXECUTIVE OFFICER

Statement on corporate governance

1. BRIEF

- 1.1 The Engineering Institution of Zambia is established by the EIZ Act. No. 17 of 2010. The EIZ Act and the 2023 EIZ Constitution provide governance guidelines to the Institution. It is with the forgoing that The Engineering Council recognizes the importance of observing high standards of Corporate Governance at all times. During the period under review, the 61st Engineering Council adhered to the provisions and ethics of good governance and strict adherence to the provisions of the Council Charter.
- 1.2 The Institution is thus committed to complying with legislation, regulations, international financial reporting standards (IFRSs), Codes of Good Governance and policies that ensure sound business practice.
- 1.3 The Institution elects its new Council every two years at its Annual General Meeting pursuant to the provisions of the EIZ Act No 17 of 2010. During the period under review, the 62nd Council was elected on 20th April, 2024 at which Eng. Wesley Kaluba was elected as President and Chairperson of the 62nd Engineering Council.
- 1.4 Council and its sub-committees comprise Executive, Non-Executive and Independent Non-Executive members. Council meets on a regular basis to drive the Institutions' strategic agenda. Council has the responsibility for the overall management of the Institution and is primarily accountable to the members for the proper conduct of the business of the Institution.
- 1.5 The EIZ Council has in place main sub-committees namely the Policy, Public Relations and National Development Committee; Finance & Administration Committee; the Membership and Continuous Development Committee and the Nominations and Elections Committee. Council has also in place an independent Audit and Risk Committee responsible for External and Internal audit assurance and Risk Management.
- 1.6 The statutory organs of the Institution established by the EIZ Act No 17 of 2010 are;
 - 1.6.1 Engineering Registration Board
 - 1.6.2 Engineering Technical Committee
 - 1.6.3 Disciplinary Committee
 - 1.6.4 Secretariat
- 1.7 The Engineering Council has also established other subcommittees for the execution of specific assignments. These include;
 - 1.7.1 Technical Committee of the Engineering Registration Board
 - 1.7.2 Constitution Review Committee
 - 1.7.3 Editorial & Publications Committee
 - 1.7.4 Regional Executive Committees

2. RECORD OF ATTENDANCE OF COUNCIL MEETINGS HELD IN 2024

2.1 Full Council Meetings of the 62nd Engineering Council

S/N	Period	Q1	Q2	Q3	Q4	TOTAL
	Date of meeting	04.04.24	11.07.2024	05.10.2024	5,6.12.2024	
1	Eng. Wesley Kaluba	<input type="checkbox"/>	✓	✓	✓	3/4
2	Eng. Chansa Musonda	<input type="checkbox"/>	<input type="checkbox"/>	✓	✓	4/4
3	Eng. Edith M Munungwe	<input type="checkbox"/>	✓	<input type="checkbox"/>	✓	3/4
4	Eng. Kennedy Musonda	✓	✓	<input type="checkbox"/>	✓	3/4
5	Eng. Michael Kalumbu Nsefu	✓	✓	✓	✓	4/4
6	Eng. Abel Ng'andu	✓	✓	✓	✓	4/4
7	Eng. Elizabeth K Namakando	<input type="checkbox"/>	✓	✓	✓	3/4
8	Eng. Kennedy Kanyinji	<input type="checkbox"/>	✓	✓	✓	3/4
9	Eng. Nsofwa Malunga	<input type="checkbox"/>	✓	✓	✓	3/4
10	Teg. Princess Sampa	<input type="checkbox"/>	✓	✓	✓	3/4
11	Tec. Chola Kombe	<input type="checkbox"/>	✓	✓	✓	3/4
12	Cra. Felix Masala	<input type="checkbox"/>	✓	✓	✓	3/4
13	Eng. Dr. Chilala K. Bowa	<input type="checkbox"/>	✓	✓	✓	3/4

S/N	Period	Q1	Q2	Q3	Q4	TOTAL
	Date of meeting	04.04.24	11.07.2024	05.10.2024	5,6.12.2024	
14	Eng. Lucky K Simukonda	☐	✓	✓	✓	3/4
15	Mr. James E Mudenda	☐	✓	✓	✓	3/4
16	Ms. Mutale Kashimu	☐	✓	✓	✓	3/4
17	Eng. David Kamungu	✓	✓	✓	✓	4/4

2.2 Engineering Registration Board (EngRB)

Period	Q1	Q2	Q3	Q4	Total
Meeting Date	28/02/24	28/06/24	25/09/24	22/11/24	4
Eng. Dr. Michael K. Nsefu	✓	✓	✓	✓	4/4
Eng. Prof. John Siame	✓	✓	✓	✓	4/4
Eng. Yoram Sinyangwe	✓	✓	✓	✓	4/4
Eng. Oliver Makungu	✓	AP	AP	✓	2/4
Eng. Michael L. Muselepete	✓	✓	✓	AP	3/4
Eng. Waddy N. Sakeni	✓	✓	✓	✓	4/4
Teg. Peter Nshindano	✓	✓	✓	✓	4/4
Tec. Kwimbi Namwila	✓	✓	✓	✓	4/4
Cra. Pride Lombe	✓	✓	✓	✓	4/4

Key

✓	Present
AB	Absent
AP	Apologies
☐	Not yet a member of the Committee
○	Ceased to be member of Committee

2.3 Policy, Public Relations & National Development (PPRND)

Date of Meeting	01/03/24	21/06/24	18/09/24	12/11/24	Total Attendance
Eng. Kennedy Musonda	✓	✓	✓	✓	4/4
Eng. Prof. John Siame	✓	○	○	○	1/4
Eng. Malunga Nsofwa	☐	✓	✓	✓	3/4
Eng. Prof. John Siame	☐	✓	✓	✓	3/4
Eng. Bertha Mwamba	☐	✓	✓	✓	3/4
Eng. Samson Maluza	☐	✓	✓	✓	3/4
Eng. Vernon Ngulube	☐	✓	✓	✓	3/4
Eng. Atkins Sitwala	☐	✓	AP	✓	2/4
Cra. Felix Masala	☐	✓	✓	✓	3/4
Eng. Dumisani Nkhata	☐	AP	✓	✓	2/4
Eng. Annania Sichone	☐	AP	✓	✓	2/4
Teg. Richard Chungu	☐	AP	✓	✓	2/4

2.4 Finance and Administration (F&A)

Date of Meeting	07-Mar-24	18-Jun-24	18-Sep-24	15-Nov-24	27-Nov-24	Total Attendance
Eng. Musonda Chansa	☐	✓	✓	✓	✓	4/5
Mrs. Musonda Ulaya	✓	✓	AP	AP	✓	3/5
Mr. Kalaluka Itwi	✓	✓	✓	✓	✓	5/5
Eng. Kingsley L Simukonda	☐	✓	✓	✓	✓	4/5
Eng. Alex Mbumba	☐	✓	✓	AP	✓	3/5
Eng. Mutale Tembo	☐	✓	✓	✓	✓	4/5
Tec. Kombe Chola	☐	✓	✓	✓	✓	4/5
Tec. Shula Mulenga	☐	✓	✓	✓	✓	4/5
Mrs. Helen Zulu	☐	✓	AP	✓	✓	3/5

2.5 Membership & Continuous Professional Development Committee (MCPD)

Period	Q1	Q2	Q3	Q4	Total
	10.02.24	17.06.24	16.09.24	17.11.24	4
Eng. Edith Munungwe	☐	✓	✓	✓	3/4
Eng. Kennedy Kanyinji	☐	✓	✓	✓	3/4
Teg. Elizabeth Kyulabantu	☐	✓	✓	✓	3/4
Eng. Agnes Mwansa	✓	✓	✓	✓	4/4
Teg. Princess Sampa	☐	✓	✓	✓	3/4
Eng. Francis Mwale	☐	✓	✓	✓	3/4
Eng. Webby Makoloni	☐	✓	✓	✓	3/4
Teg. Daukeya Kaponde	☐	✓	✓	✓	3/4
Teg. Smart Mumba	☐	✓	✓	✓	3/4
Tec. Kennedy Chipoma	☐	✓	✓	✓	3/4
Cra. Patrick Chibwe	☐	✓	✓	✓	3/4
Ms. Mutale Kashimu	☐	✓	✓	✓	3/4
Mr. James Mudenda	☐	✓	✓	✓	3/4

2.6 Disciplinary Committee

S/N	Period	Q1	Q2	Q3	Q4	TOTAL
1.	Date of meeting	19/03/24	08/05/24	09/07/24	11/12/24	
2.	Mr. Musa Mwenya, SC	☐	✓	✓	✓	3/4
3.	Mrs. Kasumpa Kabalata	✓	✓	✓	✓	4/4
4.	Eng. Wesley Kaluba	☐	✓	✓	✓	3/4
5.	Eng. Elson Banda	✓	✓	✓	✓	4/4
6.	Eng. Musompa Masanza	✓	✓	✓	✓	4/4
7.	Eng. Happy Musumali	✓	✓	✓	✓	4/4
8.	Eng. Chabota Kaliba	☐	☐	✓	☐	1/4
9.	Eng. Wendy Nambule	✓	AP	✓	AP	2/4
10.	Eng. David Kamungu	✓	✓	✓	✓	4/4

2.7 Audit and Risk Committee

Position		Date of Meeting					Total
Names		25.03.2024	02.04.2024	26.06.2024	23.09.2024	13.11.2024	
Eng. Alpha Mwale	Chairperson	☐	☐	✓	✓	✓	3/5
Eng. Dylan Kasonde	Member	☐	☐	✓	✓	✓	3/5
Eng. Likonge Makai	Member	☐	☐	✓	✓	✓	3/5
Mr. Chabota Simuusa	Member	☐	☐	✓	✓	✓	3/5
Dr. Friday Nyambe	Member	✓	✓	✓	✓	✓	5/5
Ms. Susan Zimba Banda	Member	✓	✓	✓	✓	✓	5/5
Eng. David Kamungu	Secretary	✓	✓	✓	✓	✓	5/5
Ms Musumbulwe Mambwe	Secretary	✓	✓	✓	✓	✓	5/5

Key

✓	Present
AB	Absent
AP	Apologies
☐	Not yet a member of the Committee
○	Ceased to be member of Committee

Council members



Eng. Wesley Kaluba
FEIZ - President



Eng. Kennedy Musonda
FEIZ - Vice President PPRND



Eng. Musonda Chansa
FEIZ - Vice President Finance & Administration



Eng. Edith Vwalika Mwale
FEIZ - Vice President MCPD



Eng. Abel Ng'andu
FEIZ - Immediate Past President



Eng. Dr. Michael Kalumbu Nsefu
FEIZ - EngRB Chairperson



Eng. Malunga Nsofwa
PEIZ - Engineers's Representative



Teg. Princess Sampa
FtgEIZ - Technologists' Representative



Tec. Kombe Chola
FTcEIZ - Technicians's Representative



Cra. Felix Masala
FCrEIZ - Craftspersons' Representative



Eng. Elizabeth K. Namakando
PTgEIZ - Southern Region Chairperson



Eng. Kennedy Kanyinji
FEIZ - Northern Region Chairperson



Eng. Kingsley Lucky Simukonda
PEIZ - Engineering Organisations' Representative



Eng. Dr. Chilala Kakoma Bowa
FEIZ - Engineering Units' Representative



Ms. Mutale Kashimu
Female Students' Representative



Mr James Mudenda
Male Students Representative



Eng. David Kamungu
Registrar and CEO

Management team



Eng. David Kamungu
Registrar and CEO



Eng. Kabwe Musonda
Deputy Registrar and Director
Operations



Mr Euni Ng'andu
Director Finance and Administration



Ms. Nanzele Hambulo
Human Resource and Administration
Manager



Eng. Ian Chomba
Regional Manager - North



Mr. Rex Harold Kalangu
Technical and Quality Manager



Ntalasha Mutale
Manager - Public Relations and
Marketing



Mr. Clowder Samahongo
IT Manager



Eng. Chimfwembe Mutale
Regional Manager - South



Mr. Evans Lumamba
Procurement Specialist



Mr. Benstein Chanda
Accountant



Ms. Musumbulwe Mambwe
Internal Auditor



Mr. Samsom Kapufi
Finance and Admin Head



Consolidated financial statements for the year ended

31 December 2024

(The Engineering Institution of Zambia (EIZ) - Established under the
Engineering Institution of Zambia Act No. 17 of 2010)

The following reports and statements comprise the financial
statements of the Engineering Institution of Zambia (EIZ) and its
subsidiary EIZ Properties Plc presented to the Members:

General information

Country of registration and domicile:	Zambia
Nature of business and principal activities:	The principal activities of the Institution include; the regulation and promotion of the engineering profession in Zambia through registration of engineering professionals and firms; and to contribute to the material development of society by improving the level of engineering education, training and practice in the country.
Council members:	
The Council members who held office during the year were:	
Eng. Wesley Kaluba	President
Eng. Kennedy Musonda	Vice President-Policy, Public Relations and National Development
Eng. Chansa Musonda	Vice President-Finance and Administration
Eng. Edith V.M. Munungwe	Vice President-Membership and CPD
Eng. Abel Ngandu	Immediate Past President
Eng. Dr. Michael Nsefu	Engineering Registration Board Chairman
Teg. Elizabeth K. Namakando	Southern Region Chairman
Eng. Kennedy Kanyinji	Northern Region Chairman
Eng. Malunga Nsofwa	Representative-Engineers
Eng. Kingsley Simukonda	Representative-Engineering Organisation
Eng. Dr. Chilala Bowa	Representative-Engineering units
Teg. Princess Sampa	Technologists' Representative
Tec. Kombe Chola	Technicians' Representative
Cra. Felix Masala	Craftpersons' Representative
Miss. Mutale Kashimu	Female Engineering Students' Representative
Mr. James J. Mudenda	Male Engineering Students' Representative
Management:	
Eng. David Kamungu	Registrar/CEO
Eng. Kabwe Musonda	Deputy Registrar/Director Operations
Mr. Eunie Ng'andu	Director Finance & Administration
Eng. Mutale Chimfwembe	Regional Manager – South
Eng. Ian Chomba	Regional Manager – North
Mr. Rex Harold Kalangu	Technical & Quality Manager
Ms. Nanzele Hambulo	Human Resource & Administration Manager
Mr. Benstein Chanda	Accountant
Mr. Samson Kapufi	Finance & Administrations- Head
Mr. Evans Lumamba	Procurement Specialist
Mr. Clowder Samahongo	IT Manager
Mrs. Ntalasha M. Yulu	Public Relations & Marketing Manager
Ms. Musumbulwe Mambwe	Internal Auditor
Registered address:	Engineering Institution of Zambia Stand No.2374 Kelvin Siwale Road Show Grounds P.O.Box 51084 Lusaka

Solicitors:	Musa Dudhia & Co 2nd Floor ALN House 1394 Mushemi Road Rhodes Park P.O. Box 31198 Lusaka
	May & Co. Glass House 759 Independence Avenue Lusaka
Bankers:	Standard Chartered Bank Zambia Plc
	Stanbic Bank Zambia Limited
	Zambia National Commercial Bank Plc
	United Bank for Africa
	First National Bank Indo-Zambia Bank
Auditors:	MPH Chartered Accountants
	Plot 4434A Kumoyo Road
	Longacres
	P.O.Box 31014 Lusaka

Statement of responsibilities in respect of the preparation of the financial statements

First schedule, PART II (10) of the Engineering Institution of Zambia Act No. 17 of 2010 requires Council to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Institution and of the surplus or deficit for that period.

The Councillors are responsible for the preparation and fair presentation of the consolidated financial statements of the Engineering Institution of Zambia and its subsidiary EIZ Properties Plc (“the Group”), which comprise the consolidated and separate statements of financial position at 31 December 2024, the consolidated and separate statements of comprehensive income, the consolidated statement of changes in members’ funds and consolidated and separate cash flow statements for the year then ended, and the notes to the financial statements, which include a summary of Material Accounting Policy Information and other explanatory notes, in accordance with International Financial Reporting Standards and in the manner required by the Engineering Institution of Zambia Act No. 17 of 2010 of the laws of Zambia.

Council’s responsibility includes: designing, implementing and maintaining internal controls relevant to the preparation and fair presentation of these financial statements that are free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

In the opinion of the Councillors:

- the consolidated and separate Statements of Comprehensive Income are drawn up so as to give a true and fair view of the profit of the Group and the Institution for the year ended 31 December 2024; and
- the consolidated and separate Statements of Financial Position are drawn up so as to give a true and fair view of the state of affairs of the Group and the Institution as at 31 December 2024.

Council has made an assessment of the Group’s ability to continue as a going concern and believes that there are reasonable grounds to believe that the Group will be able to pay its debts as and when they fall due.

Approval of the financial statements

The consolidated and separate financial statements of the Group and the Institution as indicated above and set out on pages 8 to 44 were approved by the Councillors on and were signed on its behalf by:

.....

Councillor

.....

Councillor

Independent auditor's report

To the members of the Engineering Institution of Zambia and its subsidiary EIZ Properties Plc.

Report on the Financial Statements

Opinion

We have audited the consolidated financial statements of the Engineering Institution of Zambia and its subsidiary EIZ Properties Plc (the Group), which comprise the consolidated and separate statements of financial position as at December 31, 2024, and the consolidated and separate statements of comprehensive income, the consolidated statement of changes in members' funds and the consolidated and separate statements of cash flows for the year then ended, and notes to the financial statements, including a summary of Material Accounting Policy Information.

In our opinion, the accompanying financial statements give a true and fair view of the financial position of the Group and the Institution as at December 31, 2024, and of its financial performance and its cash flows for the year then ended in accordance with International Financial Reporting Standards (IFRSs) and in the manner required by the Engineering Institution of Zambia Act 17 of 2010 and the Companies Act, 2017.

Basis for Opinion

We conducted our audit in accordance with International Standards on Auditing (ISAs). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Consolidated Financial Statements section of our report. We are independent of the Group in accordance with the International Ethics Standards Board for Accountants' Code of Ethics for Professional Accountants (IESBA), and we have fulfilled our other ethical responsibilities in accordance with IESBA code. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and those Charged with Governance for the Consolidated Financial Statements

Management and the Council are responsible for the preparation and fair presentation of the consolidated financial statements in accordance with IFRSs, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error. In preparing the consolidated financial statements, management and the Council are responsible for assessing the Group's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless management and the Council either intends to liquidate the Group or cease operations, or has no realistic alternative but to do so.

The Council are responsible for overseeing the Group's financial reporting process.

Auditor's Responsibilities for the Audit of the Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements.

As part of an audit in accordance with ISAs, we exercise professional judgement and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal controls relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Group's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Group's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Group to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned

scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

We also provide those charged with governance with a statement that we have complied with relevant ethical requirements regarding independence, and to communicate with them all relationships and other matters that may reasonably be thought to bear on our independence, and where applicable, related safeguards.

From the matters communicated with those charged with governance, we determine those matters that were of most significance in the audit of the financial statements of the current period and are therefore the key audit matters. We describe these matters in our auditor's report unless law or regulation precludes public disclosure about the matter or when, in extremely rare circumstances, we determine that a matter should not be communicated in our report because the adverse consequences of doing so would reasonably be expected to outweigh the public interest benefits of such communication.

Other Information

The Councillors are responsible for the other information included in the annual report. Our opinion on the financial statements does not cover other information and we do not express an audit opinion thereon. Our responsibility is to read the other information and consider whether the information therein is materially consistent with the financial statements. If based on our work, we conclude that there is a material misstatement we are required to report to that fact. We have nothing to report in this regard.

Report on Other Legal and Regulatory Requirements

(A) Engineering Institution of Zambia

Engineering Institution of Zambia Act No. 17 of 2010

In accordance with the First Schedule, Section 10 of the Engineering Institution of Zambia Act No. 17 of 2010, we report that, in our opinion, the required accounting records, and other records relating to the Institution's accounts have been properly kept, in accordance with the Act.

(B) EIZ Properties Plc.

Companies Act, 2017

The Zambia Companies Act of 2017 requires that in carrying out our audit of EIZ Properties Plc, we report on whether:

- i. There is no relationship, interest or debt which us, as the Company's auditor, have in the Company;
- ii. There are serious breaches by the Company's directors, of corporate governance principles or practices contained in part VII's sections 82 to 122 of the Zambia Companies Act of 2017; and
- iii. There is an omission in the financial statements as regards particulars of any loan made to a Company officer (a director, company secretary or executive officer of the company) during the year, and if reasonably possible, disclose such information in our opinion.

In respect of the foregoing requirements, we have no matter to report.

MPH Chartered Accountants
Lusaka, Zambia

LARRY N PHIRI (AUD/F000142)
PARTNER

Consolidated statement of comprehensive income

	Notes	Group 2024 K	Group 2023 K	Institution 2024 K	Institution 2023 K
Revenue					
Membership and registration fees	6	67,360,283	69,475,755	67,360,283	69,475,755
Other income	7	15,819,560	8,436,708	15,819,560	8,436,708
Gross income		83,179,843	77,912,463	83,179,843	77,912,463
Less: Activity costs	9	(26,952,232)	(21,085,432)	(26,952,232)	(21,085,432)
Gross surplus		56,227,611	56,827,031	56,227,611	56,827,031
Less: Operating and administrative expenditure	10	(51,138,806)	(41,542,149)	(51,138,806)	(41,542,149)
Surplus of income over expenditure before finance costs and investment income		5,088,805	15,284,882	5,088,805	15,284,882
Net financing and investment income	8	1,733,189	1,288,243	1,733,189	1,288,243
Surplus of income over expenditure after finance costs		6,821,994	16,573,125	6,821,994	16,573,125
Other comprehensive income					
Items that will not subsequently be reclassified to income and expenditure					
Fair value through other comprehensive income investments	13	926,632	443,789	926,632	443,789
Total comprehensive income		7,748,626	17,016,914	7,748,626	17,016,914

The accounting policies and notes on pages 12 to 44 are an integral part of these financial statements

Consolidated statement of financial position

	Notes	Group 2024 K	Group 2023 K	Institution 2024 K	Institution 2023 K
Assets					
Non-Current Assets					
Fair value through other comprehensive income investments	13	1,945,448	1,018,816	1,945,448	1,018,816
Investment in EIZ Properties Plc	14	99,347,777	99,347,777	97,848,714	97,848,714
Property and equipment	15	18,969,174	14,980,424	18,969,174	14,980,424
Intangible assets	16	3,019,540	2,755,772	3,019,540	2,755,772
Right of Use Asset-ACSZ	17	34,637,589	35,599,744	34,637,589	35,599,744
Right of Use Asset-Kitwe Office	17	1,304,265	1,318,730	1,304,265	1,318,730
		159,223,793	155,021,263	157,724,730	153,522,200
Current Assets					
Trade and other receivables	18	1,089,294	344,522	1,089,294	344,522
Short term deposits	20	16,843,102	19,345,801	16,843,102	19,345,801
Amounts due from related party	19	19,494,370	10,530,158	19,494,370	10,530,158
Cash at bank and in hand	20	7,195,835	6,280,329	7,195,835	6,280,329
		44,622,601	36,500,810	44,622,601	36,500,810
Total Assets		203,846,394	191,522,073	202,347,331	190,023,010
Accumulated Funds and Liabilities					
Accumulated funds					
Accumulated reserves		108,021,812	101,199,818	108,021,812	101,199,818
Equity investment reserves		1,849,056	922,424	1,849,056	922,424
		109,870,868	102,122,242	109,870,868	102,122,242
Non-controlling interest	24	1,499,063	1,499,063	-	-
Members' Interest		111,369,931	103,621,305	109,870,868	102,122,242
Liabilities					
Non-Current Liabilities					
Right of Use- ACSZ	17	34,637,589	35,599,744	34,637,589	35,599,744
Long term portion of loan	22	11,565,203	11,855,601	11,565,203	11,855,601
Long-term portion of gratuity	23	2,086,336	915,174	2,086,336	915,174
		48,289,128	48,370,519	48,289,128	48,370,519
Current Liabilities					
Trade and other payables	21	31,947,808	26,401,343	31,947,808	26,401,343
Short term portion of loan	22	9,000,000	9,000,000	9,000,000	9,000,000
Short term portion of gratuity	23	3,239,527	4,128,906	3,239,527	4,128,906
		44,187,335	39,530,249	44,187,335	39,530,249
Total Liabilities		92,476,463	88,225,496	92,476,463	87,900,768
Total Accumulated Funds and Liabilities		203,846,394	191,522,073	202,347,331	190,023,010

The financial statements set out on pages 3 to 44, which have been prepared on the going concern basis, were approved by the Councillors on and were signed on its behalf by:

.....

Councillor

.....

Councillor

Consolidated statement of changes in members' funds

	Note	Accumulated reserves K	Equity investment reserves K	Property revaluation reserves K	Total K
At 1 January 2023		84,626,692	478,635	-	85,105,327
Surplus/(Deficit) for the year as restated		16,573,126	-	-	16,573,126
Net value gain/(loss) on fair value through other comprehensive income investments	13	-	443,789	-	443,789
At 31 December 2023		101,199,818	922,424	-	102,122,242
At 1 January 2024		101,199,818	922,424	-	102,122,242
Surplus for the year		6,821,994	-	-	6,821,994
Net value gain/(loss) on fair value through other comprehensive income investments	13		926,632		926,632
At 31 December 2024 (Group and Institution)		108,021,812	1,849,056	-	109,870,868

Accumulated reserves

The accumulated reserves represent accumulated retained earnings from the operations of the Institution.

Equity investment reserves

The Equity Investment Reserves represent movements in the market value of listed investments that are held at fair value through comprehensive income.

Property revaluation reserves

Revaluation reserves are non-distributable reserves which represent the revaluation surplus on buildings.

The accounting policies and notes on pages 12 to 44 are an integral part of these financial statements.

Consolidated statement of cash flows

	Note	Group 2024 K	Group 2023 K	Institution 2024 K	Institution 2023 K
Cash flows from operating activities					
Surplus for the year		7,748,626	17,016,915	7,748,626	17,016,915
Adjusted for:					
Depreciation	15	2,035,924	1,631,166	2,035,924	1,631,166
Right of Use-Armortisation		14,464	14,464	14,464	14,464
Fair value adjustment-Equity Investments	13	(926,632)	(443,789)	(926,632)	(443,789)
Proceeds on disposal of PPE		-	337,505	-	337,505
Impairment of asset	16	-	-	-	-
Cash generated from operating activities		8,872,382	18,556,261	8,872,382	18,556,261
Return on investments and servicing of finance					
Net interest paid		-	-	-	-
Operating cash flows before movements in working capital		8,872,382	18,556,261	8,872,382	18,556,261
Changes in operating assets and liabilities					
Decrease/(Increase) in trade and other receivables	17	(9,708,986)	(7,674,407)	(9,708,986)	(7,674,407)
Increase/(decrease) in gratuity liabilities	22	281,783	614,450	281,783	614,450
Increase/(decrease) in trade and other payables	20	5,546,465	(1,176,949)	5,546,465	(1,176,949)
Net cash inflow from operating activities		4,991,644	10,319,355	4,991,644	10,319,355
Investment in subsidiary	14	-	-	-	-
Acquisition of property and equipment	15	(6,024,673)	(10,385,179)	(6,024,673)	(10,385,179)
New Software	16	(263,768)	-	(263,768)	-
Net cash flow from investing activities		(6,288,441)	(10,385,179)	(6,288,441)	(10,385,179)
Net cash inflow/(outflow) before financing		(1,296,797)	(65,824)	(1,296,797)	(65,824)
Cash flows from financing activities					
Increase/(decrease) in loans	22	(290,398)	7,295,611	(290,398)	7,295,611
Net cash from financing activities		(1,587,195)	7,229,787	(1,587,195)	7,229,787
Net cash inflow/(outflow)		(1,587,195)	7,229,787	(1,587,195)	7,229,787
Net cash and cash equivalents at the beginning of the year		25,626,131	18,396,344	25,626,131	18,396,344
Cash and cash equivalents at end of the year	20	24,038,936	25,626,131	24,038,936	25,626,131

The accounting policies and notes on pages 11 to 44 are an integral part of these financial statements.

Material accounting policy information

1. BASIS OF PREPARATION

a) Statement of compliance

The consolidated and separate financial statements of the Group and the Institution have been prepared in accordance with International Financial Reporting Standards (IFRSs) as issued by the International Accounting Standards Board (IASB) and in the manner required by the Engineering Institution of Zambia Act No. 17 of 2010.

b) Basis of measurement

The consolidated financial statements have been prepared on a historical cost basis; except for the following items (refer to individual accounting policies for details):

- Financial instruments – fair value through profit or loss
- Financial instruments – fair value through other comprehensive income
- Contingent consideration
- Investment property
- Revalued property, plant and equipment

c) Basis of consolidation

The consolidated financial statements incorporate the financial statements of the Institution and its subsidiary, EIZ Properties Plc. Control is achieved when the Institution;

- has control over the investee;
- is exposed, or has rights, to variable returns from its involvement with the investee; and
- has the ability to use its control to affect its returns.

The Institution reassesses whether or not it controls an investee if facts and circumstances indicate that there are changes to one or more of the three elements of control listed above.

When the Institution has less than the majority of the voting rights of an investee, it has power over the investee when the voting rights are sufficient to give it the practical ability to direct the relevant activities of the investee unilaterally. The Institution considers all relevant facts and circumstances in assessing whether or not the Institution's voting rights in an investee are sufficient to give power, including:

- The size of the Institution's holding of voting rights relative to the size and dispersion of holdings of the other vote holders;
- Potential voting rights held by the Institution, other vote holders or other parties;
- Rights arising from other contractual arrangements; and
- Any additional facts and circumstances that indicate that the

Institution has, or does not have, the current ability to direct the relevant activities at the time that decisions need to be made, including voting patterns at previous shareholders' meetings.

Consolidation of a subsidiary begins when the Institution obtains control over the subsidiary and ceases when the Institution loses control of the subsidiary. Specifically, income and expenses of a subsidiary acquired or disposed of during the year are included in the consolidated statement of comprehensive income and other comprehensive income from the date the Institution gains control until the date when the Institution ceases to control the subsidiary.

Income or loss and each component of other comprehensive income are attributed to the members of the Institution and to non-controlling interest. Total comprehensive income of a subsidiary is attributed to the members of the Institution and to non-controlling interests even if this results in the non-controlling interests having a deficit balance.

When necessary, adjustments are made to the financial statements of the subsidiary to bring its accounting policies into line with the Group's accounting policies. All intragroup assets and liabilities, equity, income, expenses and cash flows relating to transactions between members of the Group are eliminated in full on consolidation.

Changes in the Group's interest in the subsidiary that do not result in the Group losing control over the subsidiary are accounted for as equity transactions. The carrying amounts of the Group's interests and the non-controlling interests are adjusted to reflect the changes in their relative interests in the subsidiary. Any difference between the amount by which the non-controlling interest is adjusted and the fair value of the consideration paid or received is recognized directly in equity and attributed to members of the Institution.

When the Group loses control of the subsidiary, a gain or loss is recognized in comprehensive income and calculated as the difference between (i) the aggregate of the fair value of the consideration received and the fair value of any retained interest and (ii) the previous carrying amount of the assets (including goodwill) and liabilities of the subsidiary and any non-controlling interests. All amounts previously recognized in the other comprehensive income in relation to that subsidiary (i.e. reclassified in comprehensive income are transferred to another category of equity as specified/permitted by applicable IFRSs).

Use of estimates and judgements

The preparation of financial statements in conformity with IFRSs requires management to make judgements, estimates and assumptions that affect the application of accounting policies and the reported amounts of assets, liabilities, income and expenses. Actual results may differ from these estimates.

Estimates and underlying assumptions are reviewed on an on-going basis. Revisions to accounting estimates are recognized in the period in which the estimate is revised and in any future periods affected.

The areas where significant judgments and estimates have been made in preparing the financial statements are disclosed in note 5.

2. MATERIAL ACCOUNTING POLICY INFORMATION

a) Revenue recognition

Membership and registration fees

Revenue is recognised to the extent that it is probable that the economic benefits will flow to the Institution and the revenue can be reliably measured. Revenue is measured at fair value of the consideration received or receivable and represents amounts received or receivable for membership, or services rendered and where there is reasonable expectation that the income will be received and all conditions will be complied with.

Revenue from subscription and registration fees is accounted for as it accrues. Membership ceases when subscriptions are unpaid.

Membership and practice fees pre-paid are treated as deferred income in the year in which they are received and only recognized in the following financial period to which they relate.

Investment income

Investment income is accounted for on an accruals basis and relates to bank interest earned, dividend income and rental income from lease of part of the Institution's buildings.

Dividend income is recognised when the Institution's right to receive payment has been established (provided that it is probable that the economic benefits will flow to the Institution and the amount of income can be measured reliably).

Interest income from a financial asset is recognised when it is probable that the economic benefits will flow to the Institution and the amount of income can be measured reliably. Interest income is accrued on a time basis, by reference to the principal outstanding and at the effective interest rate applicable, which is the rate that exactly discounts estimated future cash receipts through the expected life of the financial asset to that asset's net carrying amount on initial recognition.

(b) Property and equipment

i) Owned assets

Items of property, plant and equipment are stated at cost or valuation less accumulated depreciation and impairment losses.

Cost includes expenditure that is directly attributable to the acquisition of the asset. The cost of self-constructed assets includes the cost of materials and direct labour, any other costs directly attributable to bringing the assets to a working condition for their intended use, and the costs of dismantling and removing the items and restoring the site on which they are located.

Cost also may include transfers from accumulated funds of any gain or loss on qualifying cash flow hedges of foreign currency purchases of property, plant and equipment.

Purchased software that is integral to the functionality of the related equipment is capitalised as part of that equipment.

Gains and losses on disposal of an item of property, plant and equipment are determined by comparing the proceeds from disposal with the carrying amount of property, plant and equipment, and are recognised net within "other income" in the statement of comprehensive income. When revalued assets are sold, the amounts included in the revaluation surplus reserve are transferred to retained earnings.

ii) Subsequent expenditure

Expenditure incurred to replace a component of property, plant and equipment that is accounted for separately, is capitalised. Other subsequent expenditure is capitalised only when it increases the future economic benefits embodied in the item of land and buildings. All other expenditure is recognised in comprehensive income as incurred.

iii) Depreciation

Depreciation is recognised in comprehensive income on a straight-line basis over the estimated useful life of each part of an item of property and equipment, since this most closely reflects the expected pattern of consumption of the future economic benefits embodied in the asset.

The estimated useful lives for the current period are as follows:

– Leasehold buildings	2.5% straight line method
– Motor vehicles	20% straight line method
– Office equipment	15% straight line method
– Furniture and fittings	25% straight line method
– Capital work in progress	Nil
– Computer software	15% straight line method
– Medallion	Nil

The residual value, depreciation methods and useful lives are reassessed at each financial year end and adjusted if appropriate.

(c) Intangible assets

An intangible asset is recognized when it is probable that the expected future economic benefits that are attributable to the asset will flow to the entity; and the cost of the asset can be measured reliably. Intangible assets are initially recognized at cost.

Intangible assets are carried at cost less any accumulated amortization and any impairment losses. An intangible asset is regarded as having an indefinite useful life when, based on all relevant factors, there is no foreseeable limit to the period over which the asset is expected to generate net cash inflows. Amortization is not provided for these intangible assets, but they are tested for impairment annually and whenever there is an indication that the asset may be impaired. For

all other intangible assets amortisation is provided on a straight-line basis over their useful life.

The amortisation period and the amortisation method for intangible assets are reviewed every period-end.

Reassessing the useful life of an intangible asset with a finite useful life after it was classified as indefinite is an indicator that the asset may be impaired. As a result, the asset is tested for impairment and the remaining carrying amount is amortised over its useful life.

Amortisation is provided to write down the intangible assets, on a straight-line basis, to their residual values.

d) Inventories

Inventories are valued on a consistent basis at the lower of cost and net realisable value. In determining the cost, the first-in, first-out method is used and includes all costs incurred in bringing the inventories to its present location and condition. Net realisable value takes into account all directly related costs to be incurred in marketing, selling and distribution.

e) Trade and other payables

Trade and other payables are recognised initially at fair value and subsequently measured at amortised cost using the effective interest method.

(f) Foreign currencies

Transactions in foreign currencies are recorded using the rate of exchange ruling at the date of the transaction. Monetary assets and liabilities denominated in foreign currencies are translated using the rate of exchange ruling at the reporting date and gains and losses on translation are included in the Statement of Comprehensive Income.

g) Retirement benefits

The Institution provides retirement benefits for all employees as provided for in statutory instrument No. 119, and in line with the Institutions conditions of service. On 1 February 2000, the National Pension Scheme Authority (NAPSA) also came into effect. Membership for employees is compulsory and monthly contributions by both employer and employees are made. The Institution's employees are entitled to end of contract gratuity. Provision is made for past service on the basis of salaries expected to be payable at the end of the contract. Employee benefits expected to be settled wholly within twelve months after the end of the reporting period are short-term benefits, and are not discounted. Employee benefits expected to be settled more than twelve months after the end of the reporting period are presented as non-current liabilities and calculated using the projected unit credit method and then discounted using yield available to high quality government bonds that have maturity dates approximating to the expected remaining period to settlement.

h) Investments in equity securities

The fair value of shares that are actively traded on the Stock exchange is determined by reference to quoted market prices at the close of business on the statement of financial position date. Any changes in the value of the shares are reflected in the Statement of Comprehensive Income.

(i) Financial instruments

Financial assets and financial liabilities are recognised in the Institution's statement of financial position when the Institution becomes a party to the contractual provisions of the instrument. Financial assets and financial liabilities are initially measured at fair value. Transaction costs that are directly attributable to the acquisition or issue of financial assets and financial liabilities (other than financial assets and financial liabilities at fair value through profit or loss) are added to or deducted from the fair value of the financial assets or financial liabilities, as appropriate, on initial recognition. Transaction costs directly attributable to the acquisition of financial assets or financial liabilities at fair value through profit or loss are recognised immediately in the statement of comprehensive income.

Financial assets

All regular way purchases or sales of financial assets are recognised and derecognised on a trade date basis. Regular way purchases or sales are purchases or sales of financial assets that require delivery of assets within the time frame established by regulation or convention in the marketplace. All recognised financial assets are measured subsequently in their entirety at either amortised cost or fair value, depending on the classification of the financial assets.

On derecognition of a financial asset measured at amortised cost, the difference between the asset's carrying amount and the sum of the consideration received and receivable is recognised in comprehensive income. In addition, on derecognition of an investment in a debt instrument classified as at FVTOCI, the cumulative gain or loss previously accumulated in the investment's revaluation reserve is reclassified to comprehensive income. In contrast, on derecognition of an investment in equity instrument which the Institution has elected on initial recognition to measure at FVTOCI, the cumulative gain or loss previously accumulated in an investment's revaluation reserve is not reclassified to profit or loss, but is transferred to retained earnings.

Financial liabilities and equity

Classification as debt or equity

Debt and equity instruments are classified as either financial liabilities or as equity in accordance with the substance of the contractual arrangements and the definitions of a financial liability and an equity instrument.

Equity instruments

An equity instrument is any contract that evidences a residual interest in the assets of an entity after deducting all of its liabilities. Equity instruments issued by the Institution are recognised at the proceeds received, net of direct issue costs.

Financial liabilities

All financial liabilities are measured subsequently at amortised cost using the effective interest method or at FVTPL. However, financial

liabilities that arise when a transfer of a financial asset does not qualify for derecognition or when the continuing involvement approach applies, and financial guarantee contracts issued by the Institution, are measured in accordance with the specific accounting policies set out below.

Financial liabilities at FVTPL

Financial liabilities are classified as at FVTPL when the financial liability is (i) or contingent consideration of an acquirer in a business combination, (ii) held for trading or (iii) it is designated as at FVTPL.

A financial liability is classified as held for trading if:

- it has been acquired principally for the purpose of repurchasing it in the near term; or
- on initial recognition it is part of a portfolio of identified financial instruments that the Institution manages together and has a recent actual pattern of short-term profit-taking; or
- it is a derivative, except for a derivative that is a financial guarantee contract or a designated and effective hedging instrument.
- A financial liability other than a financial liability held for trading or contingent consideration of an acquirer in a business combination may be designated as at FVTPL upon initial recognition if:
 - such designation eliminates or significantly reduces a measurement or recognition inconsistency that would otherwise arise; or
 - the financial liability forms part of a group of financial assets or financial liabilities or both, which is
 - managed and its performance is evaluated on a fair value basis, in accordance with the Institution's
 - documented risk management or investment strategy, and information about the grouping is provided
 - internally on that basis; or
 - it forms part of a contract containing one or more embedded derivatives, and IFRS 9 permits the entire combined contract to be designated as at FVTPL.

Financial liabilities at FVTPL are measured at fair value, with any gains or losses arising on changes in fair value recognised in comprehensive income to the extent that they are not part of a designated hedging relationship. The net gain or loss recognised in profit or loss incorporates any interest paid on the financial liability and is included in the 'other gains and losses' line item in comprehensive income.

However, for financial liabilities that are designated as at FVTPL, the amount of change in the fair value of the financial liability that is attributable to changes in the credit risk of that liability is recognised in other comprehensive income, unless the recognition of the effects of changes in the liability's credit risk in other comprehensive income would create or enlarge an accounting mismatch in comprehensive income. The remaining amount of change in the fair value of liability is recognised in comprehensive income. Changes in fair value attributable to a financial liability's credit risk that are recognised in other comprehensive income are not subsequently reclassified to income or loss; instead, they are transferred to retained earnings upon derecognition of the financial liability.

Gains or losses on financial guarantee contracts issued by the Institution that are designated by the Institution as at FVTPL are recognised in comprehensive income.

Financial liabilities measured subsequently at amortised cost

Financial liabilities that are not (i) contingent consideration of an acquirer in a business combination, (ii) held-for-trading, or (iii) designated as at FVTPL, are measured subsequently at amortised cost using the effective interest method. The effective interest method is a method of calculating the amortised cost of a financial liability and of allocating interest expense over the relevant period. The effective interest rate is the rate that exactly discounts estimated future cash payments (including all fees and points paid or received that form an integral part of the effective interest rate, transaction costs and other premiums or discounts) through the Financial guarantee expected life of the financial liability, or (where appropriate) a shorter period, to the amortised cost of a financial liability.

Contract liabilities

A financial guarantee contract is a contract that requires the issuer to make specified payments to reimburse the holder for a loss it incurs because a specified debtor fails to make payments when due in accordance with the terms of a debt instrument. Financial guarantee contract liabilities are measured initially at their fair values and, if not designated as at FVTPL and do not arise from a transfer of an asset, are measured subsequently at the higher of:

- the amount of the loss allowance determined in accordance with IFRS 9 and
- the amount recognised initially less, where appropriate, cumulative amortisation recognised in accordance with the revenue recognition policies set out above.

Foreign exchange gains and losses

For financial liabilities that are denominated in a foreign currency and are measured at amortised cost at the end of each reporting period, the foreign exchange gains and losses are determined based on the amortised cost of the instruments. These foreign exchange gains and losses are recognised in the 'other gains and losses' line item in comprehensive income for financial liabilities that are not part of a designated hedging relationship. For those which are designated as a hedging instrument for a hedge of foreign currency risk foreign exchange gains and losses are recognised in other comprehensive income and accumulated in a separate component of equity.

The fair value of financial liabilities denominated in a foreign currency is determined in that foreign currency and translated at the spot rate at the end of the reporting period. For financial liabilities that are measured as at FVTPL, the foreign exchange component forms part of the fair value gains or losses and is recognised in comprehensive income for financial liabilities that are not part of a designated hedging relationship.

Derecognition of financial liabilities

The Institution derecognises financial liabilities when, and only when, the Institution's obligations are discharged, cancelled or have expired.

The difference between the carrying amount of the financial liability derecognised and the consideration paid and payable is recognised in comprehensive income.

existing lender exchanges one debt instrument for another one with substantially different terms, such exchange is accounted for as an extinguishment of the original financial liability and the recognition of a new financial liability. Similarly, the Institution accounts for substantial modification of terms of an existing liability or part of it as an extinguishment of the original financial liability and the recognition of a new liability. It is assumed that the terms are substantially different if the discounted present value of the cash flows under the new terms, including any fees paid net of any fees received and discounted using the original effective rate is at least 10 per cent different from the discounted present value of the remaining

cash flows of the original financial liability. If the modification is not substantial, the difference between: (1) the carrying amount of the liability before the modification; and (2) the present value of the cash flows after modification should be recognised in comprehensive income as the modification gain or loss within other gains and losses.

Derivative financial instruments

The Institution does not enter into any derivative financial instruments to manage its exposure to interest rate and foreign exchange rate risks.

(j) Provisions

A provision is recognised in the statement of financial position when the Institution has a present legal or constructive obligation as a result of a past event and it is probable that an outflow of resources embodying economic benefits will be required to settle the obligation; and a reliable estimate of the amount of the obligation can be made.

(k) Government grants

Revenue grants are recognised as income in the Statement of Comprehensive Income when there is reasonable assurance that they will be received and the Institution will comply with the conditions associated with the grant. Capital grants for acquisition of capital assets are initially recognised as deferred income at cost or fair value. Subsequent to initial recognition, the cost or fair value is recognised as revenue in the Statement of Comprehensive Income on a systematic basis over the useful life of the respective asset.

(l) Revaluation

Leasehold properties are valued on a periodic basis by independent valuers and the resulting surplus is credited to revaluation reserves.

(m) Land under lease

Leasehold property under lease is held as operating lease and the cost amortised over the period of the lease.

(n) Cash and cash equivalents

Cash and cash equivalents comprise of cash balances and fixed deposits which have a maturity period of less than three months. Bank

overdrafts that are repayable on demand and form an integral part of the Institution's cash management are included as a component of cash and cash equivalents for the purpose of the statement of cash flows.

(o) Impairment

Financial assets

The carrying amounts of the Institution's assets are reviewed at each reporting date to determine whether there is any indication of impairment. If any such indication exists, the asset's recoverable amount is estimated. An impairment loss is recognised whenever the carrying amount of an asset exceeds its recoverable amount. Impairment losses are recognised in profit or loss.

i) Calculation of recoverable amount

Impairment losses on available-for-sale investment securities are recognised by transferring the cumulative loss that has been recognised directly in equity to comprehensive income. The cumulative loss that is removed from equity and recognised in comprehensive income is the difference between the acquisition

costs, net of any principal repayment and amortisation, and the current fair value, less any impairment loss previously recognised in comprehensive income. Changes in impairment provisions attributable to time value are reflected as a component of interest income.

Financial assets

If in a subsequent period, the fair value of an impaired available-for-sale debt security increases and the increase can be related objectively to an event occurring after the impairment loss was recognised in comprehensive income, then the impairment loss is reversed with the amount of the reversal recognised in comprehensive income.

ii) Reversals of impairment

An impairment loss in respect of a held to maturity security or receivables carried at amortised cost is reversed if the subsequent increase in recoverable amount can be related objectively to an event occurring after the impairment loss was recognised.

In respect of other assets, impairment losses recognised in prior periods are assessed at each reporting date for any indications that the loss has decreased or no longer exists.

Non-financial assets

The carrying amounts of the Institution's non-financial assets, are reviewed at each reporting date to determine whether there is any indication of impairment. If any such indication exists, then the asset's recoverable amount is estimated. For intangible assets that have indefinite lives or that are not yet available for use, the recoverable amount is estimated each year at the same time.

For the purpose of impairment testing, assets are grouped together into the smallest group of assets that generates cash inflows from continuing use that are largely independent of the cash inflows of other assets or group of assets (the "cash-generating unit"). The goodwill

acquired in a business combination, for the purpose of impairment testing, is allocated to cash-generating units that are expected to benefit from the synergies of the combination.

An impairment loss is recognised if the carrying amount of an asset or its cash-generating unit exceeds its estimated recoverable amount. Impairment losses are recognised in comprehensive income. Impairment losses recognised in respect of cash-generating units are allocated first to reduce the carrying amount of any goodwill allocated to the units and then to reduce the carrying amounts of the other assets in the unit (group of units) on a pro rata basis. An impairment loss is reversed only to the extent that the asset's carrying amount does not exceed the carrying amount that would have been determined, net of depreciation or amortisation, if no impairment loss had been recognised.

(p) Leases

The scope of IFRS 16 includes lease of all assets, with certain exceptions. A lease is defined as a contract, or part of a contract that conveys the right to use asset (the underlying asset) for a period of time in exchange for consideration.

IFRS 16 requires lessees to account for all leases under a single on-balance sheet model in a similar way to finance leases under IAS 17. The standard includes two recognition exemptions for leases – leases of 'low value' assets (e.g. personal computers) and short-term lease (i.e. lease with a lease term of 12 months or less). At the commencement date of a lease, a lessee will recognise a liability to make lease payments (i.e. the lease liability) and an asset representing the right to use the underlying asset during the lease term (i.e., the right-of-use of an asset). Lessees will be required to separately recognise the interest expense on the lease liability and the depreciation expense on the right-of-use of an asset. Lessees will be required to re-measure the lease liability upon the occurrence of certain events (e.g. a change in an index or rate used to determine those payments).

The lessee will generally recognise the amount of the measurement of the lease liability as an adjustment to the right-of-use asset.

Lessor accounting is substantially unchanged from today's accounting under IAS 17. Lessors will continue to classify all leases using the same classification principle as in IAS 17 and distinguish between two types of leases; operating and finance leases.

(q) Borrowing costs

Borrowing costs directly attributable to the acquisition, construction or production of an asset that necessarily takes a substantial period of time to get ready for its intended use or sale (a qualifying asset), are capitalised as part of the cost of the respective assets, all other borrowing costs are expensed in the period in which they occur. Borrowing costs consist of interest and other costs that an entity incurs in connection with the borrowing of funds. Where funds are borrowed specifically to finance a project, the amount capitalised represents the actual borrowing costs incurred. Where surplus funds are invested for short term out of money borrowed specifically to finance a project, the income generated from the temporary investment of amounts is deducted from borrowing costs.

Capitalisation should cease when substantially all of the activities necessary to prepare the asset for its intended use or sale are complete.

3. FINANCIAL RISK MANAGEMENT

The Councillors have overall responsibility for the establishment and oversight of the Institution's risk management framework.

The Institution's risk management policies are established to identify and analyse the risks faced by the Institution, to set appropriate risk limits and controls, and to monitor risks and adherence to limits. Risk management policies and systems are reviewed regularly to reflect changes in market conditions and the Institution's activities. The Institution's overall risk management programme focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on its financial performance, but the Institution does not hedge any risk.

Financial risk management is carried out by the finance department under policies approved by the Council.

a) Credit risk

Credit risk is the risk of financial loss to the Institution if a counterparty to a financial instrument fails to meet its contractual obligations.

Trade and other receivables

The Institution assesses the credit quality of each counterparty, taking into account its financial position, past experience and other factors. Individual risk limits are set based on internal or external ratings in accordance with limits set by the Council. The utilisation of credit limits is regularly monitored.

The Institution establishes an allowance for impairment that represents its estimate of incurred losses in respect of trade and other receivables. The allowance is a specific loss component that relates to individual exposures.

b) Liquidity risk

Liquidity risk is the risk that the Institution will not be able to meet its financial obligations associated with its financial liabilities that are settled by delivering cash or another financial asset.

Management of liquidity risk

The Institution's approach to managing liquidity is to ensure, as far as possible, that it will always have sufficient liquidity to meet its liabilities when due, under both normal and stressed conditions, without incurring unacceptable losses or risking damage to the Institution's reputation.

The Institution ensures that it has sufficient cash on demand to meet expected operational expenses, including the servicing of financial obligations; this excludes the potential impact of extreme circumstances that cannot reasonably be predicted, such as natural disasters.

c) Market risk

Market risk is the risk that changes in market prices, such as foreign exchange rates and interest rates will affect the Institution's income or the value of its holdings of financial instruments. The objective of market risk management is to manage and control market risk exposures within acceptable parameters, while optimising the return.

i) Currency risk

The Institution is not exposed to significant currency risk on subscriptions and registration fees, purchases and borrowings. These are denominated in local currency.

Management of currency risk

In respect of other monetary assets and liabilities denominated in foreign currencies, the Institution ensures that its net exposure is kept

to an acceptable level by buying or selling foreign currencies at spot rates when necessary to address short-term imbalances.

The Institution does not use any hedging strategies.

(ii) Interest rate risk

Interest rate risk is the risk that the fair value of a financial instrument or the future cash flows will fluctuate due to changes in market interest rates.

The Institution's only interest-bearing financial liabilities are the Finance Lease obligations and bank loans which are at variable rates and on which it is therefore exposed to interest risk. The Institution regularly monitors financing options available to optimise interest rates obtained.

5 New Standards and interpretations

5.1 New and revised IFRSs affecting amounts reported and/or disclosures in the financial statements

In the current year, a number of amendments to IFRSs and new Interpretations issued by the International Accounting Standards Board (IASB) have become effective and are mandatorily effective for an accounting period that begins on or after 1 January 2024

Standard	Requirement	Effective date
Amendment to IFRS 16 – Leases on sale and lease back	These amendments include requirements for sale and leaseback transactions in IFRS16 to explain how an entity accounts for a sale and leaseback after the date of the transaction. Sale and leaseback transactions where some or all the lease payments are variable lease payments that do not depend on an index or rate are most likely to be impacted.	Annual periods beginning on or after 1 January 2024.
Amendment to IAS 1 –Non-current liabilities with covenants	These amendments clarify how conditions with which an entity must comply within twelve months after the reporting period affect the classification of a liability. The amendments also aim to improve information an entity provides related to liabilities subject to these conditions.	Annual periods beginning on or after 1 January 2024
Amendments to IAS 7 and IFRS 7- Supplier Finance	These amendments require disclosures to enhance the transparency of supplier finance arrangements and their effects on an entity's liabilities, cash flows and exposure to liquidity risk. The disclosure requirements are the IASB's response to investors' concerns that some companies' supplier finance arrangements are not sufficiently visible, hindering investors' analysis.	Annual periods beginning on or after 1 January 2024 (with transitional reliefs in the first year).
IFRS S1, 'General requirements for disclosure of sustainability related financial information	This standard includes the core framework for the disclosure of material information about sustainability-related risks and opportunities across an entity's value chain.	Reporting periods beginning on or after 1 January 2024. This is subject to endorsement of the standards by local jurisdictions
IFRS S2, 'Climate-related disclosures'	<p>This is the first thematic standard issued that sets out requirements for entities to disclose information about climate-related risks and opportunities. The standard applies to the following:</p> <ul style="list-style-type: none"> – Climate –related physical risks – Climate- related transition risks and climate- related opportunities available to the entity 	Reporting periods beginning on or after 1 January 2024. This is subject to endorsement of the standards by local jurisdictions

5.2 New and revised IFRSs in issue but not yet effective

At the date of authorisation of these financial statements, the Company has not applied the following new and revised IFRS Standards that have been issued but are not yet effective. The Directors do not expect that the adoption of the Standards listed below will have a material impact on the financial statements of the Company in future periods, except where indicated:

Amendments to IAS 21 -Lack of Exchangeability	An entity is impacted by the amendments when it has a transaction or an operation in a foreign currency that is not exchangeable into another currency at a measurement date for a specified purpose. A currency is exchangeable when there is an ability to obtain the other currency (with a normal administrative delay), and the transaction would take place through a market or exchange mechanism that creates enforceable rights and obligations.	Annual periods beginning on or after 1 January 2025 (early adoption is available)
	Amendments to the classification and measurement of Financial Instruments – Amendments to IFRS 9 Financial Instruments to IFRS 7 Financial Instrument Disclosures	
	Annual improvements to IFRS Accounting Standards-Amendments to:	
	<ul style="list-style-type: none"> – IFRS 1 First –time Adoption to international Financial Reporting Standards. – IFRS 7 Financial Instruments: Disclosures and its accompanying Guidance on implementing IFRS 7; – IFRS 9 Financial Instruments; – IFRS 10 Consolidated Financial Statements; and – IAS 7 Statement of cash flow 	1 January 2026
	Contract referencing Nature-dependent electricity – Amendments to IFRS 8 and IFRS 7	
	IFRS 18 presentation and Disclosure in Financial Statements	1 January 2027
	IFRS 19 Subsidiaries without public Accountability: Disclosure	

5.3 Material accounting policy information (continued)

The Company makes estimates and assumptions that affect the reported amounts of assets and liabilities within the next financial year. Estimates and judgments are continually evaluated and are based on historical experience and other factors including expectations of future events that are believed to be reasonable under the circumstances.

Business model assessment

Classification and measurement of financial assets depends on the results of the SPPI and the business model test. The Company determines the business model at a level that reflects how groups of financial assets are managed together to achieve a particular business objective. This assessment includes judgement reflecting all relevant evidence including how the performance of the assets is evaluated and their performance measured, the risks that affect the performance of the assets and how these are managed. The Company monitors financial assets measured at amortised cost or fair value through other comprehensive income that are derecognised prior to their maturity to understand the reason for their disposal and whether the reasons are consistent with the objective of the business for which the asset was held. Monitoring is part of the Company's continuous assessment of whether the business model for which the remaining financial assets are held continues to be appropriate and if it is not appropriate whether there has been a change in business model and so a prospective change to the classification of those assets. No such changes were required during the periods presented.

Impairment losses on receivables

When measuring expected credit loss, the Group uses reasonable and supportable forward-looking information, which is based on assumptions for the future movement of different economic drivers and how these drivers will affect each other.

5.3 Critical accounting estimates and judgement in applying accounting policies (continued)

Impairment of assets other than receivables

The carrying amounts of the Company's assets other than receivables are reviewed at each reporting date to determine whether there is an indication of impairment. If any such exists, the asset's recoverable amount is estimated. This estimation requires significant judgement. An impairment loss is recognized in the income statement whenever the carrying amount exceeds the recoverable amount.

Fair value measurement

The carrying amounts of financial assets and liabilities are representative of the Institution's position at 31 December 2024 and are in the opinion of the Councilors not significantly different from their respective fair values due to generally short periods to maturity dates. The significant classes of financial assets and liabilities are as disclosed in the statement of financial position. As far as possible market prices are applied in determining fair values.

Fair value hierarchy

The Company uses the following hierarchy for determining and disclosing the fair value of financial instruments by valuation technique:

- Level 1: quoted (unadjusted) prices in active markets for identical assets or liabilities;
- Level 2: other techniques for which all inputs which have a significant effect on the recorded fair value are observable, either directly or indirectly;
- Level 3: techniques which use inputs which have a significant effect on the recorded amounts; and
- fair values that are not based on observable market data.

Fair value measurement

Financial assets and liabilities measured using a valuation technique based on assumptions that are supported by prices from observable current market transactions are assets and liabilities for which pricing is obtained via pricing services, but where prices have not been determined in an active market, financial assets with fair values based on broker quotes, investments in private equity funds with fair values obtained via fund managers and assets that are valued using the Company's own models whereby the majority of assumptions are market observable.

Non market observable inputs means that fair values are determined, in whole or in part, using a valuation technique (model) based on assumptions that are neither supported by prices from observable current market transactions in the same instrument, nor are they based on available market data. The main asset classes in this category are unlisted equity investments and debt instruments. Valuation techniques are used to the extent that observable inputs are not available,

5.3 Critical accounting estimates and judgement in applying accounting policies

The Institution makes estimates and assumptions that affect the reported amounts of assets and liabilities within the next financial year. Estimates and judgments are continually evaluated and are based on historical experience and other factors including expectations of future events that are believed to be reasonable under the circumstances.

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Classification and measurement of financial assets depends on the results of the SPPI and the business model test. The Institution determines the business model at a level that reflects how groups of financial assets are managed together to achieve a particular business objective. This assessment includes judgement reflecting all relevant evidence including how the performance of the assets is evaluated and their performance measured, the risks that affect the performance of the assets and how these are managed. The Institution monitors financial assets measured at amortised cost or fair value through other comprehensive income that are derecognised prior to their maturity to understand the reason for their disposal and whether the reasons are consistent with the objective of the business for which the asset was held. Monitoring is part of the Institution's continuous assessment of whether the business model for which the remaining financial assets are held continues to be appropriate and if it is not appropriate whether there has been a change in business model and so a prospective change to the classification of those assets. No such changes were required during the periods presented.

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The carrying amounts of the Institution's assets other than receivables are reviewed at each reporting date to determine whether there is an indication of impairment. If any such exists, the asset's recoverable amount is estimated. This estimation requires significant judgement. An impairment loss is recognized in the income statement whenever the carrying amount exceeds the recoverable amount.

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Fair value hierarchy

The Institution uses the following hierarchy for determining and disclosing the fair value of financial instruments by valuation technique:

- Level 1: quoted (unadjusted) prices in active markets for identical assets or liabilities;
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- Level 3: techniques which use inputs which have a significant effect on the recorded amounts; and
- fair values that are not based on observable market data.

Fair value measurement

Financial assets and liabilities measured using a valuation technique based on assumptions that are supported by prices from observable current market transactions are assets and liabilities for which pricing is obtained via pricing services, but where prices have not been determined in an active market, financial assets with fair values based on broker quotes, investments in private equity funds with fair values obtained via fund managers and assets that are valued using the Institution's own models whereby the majority of assumptions are market observable.

Non market observable inputs means that fair values are determined, in whole or in part, using a valuation technique (model) based on assumptions that are neither supported by prices from observable current market transactions in the same instrument, nor are they based on available market data. The main asset classes in this category are unlisted equity investments and debt instruments. Valuation techniques are used to the extent that observable inputs are not available, thereby allowing for situations in which there is little, if any, market activity for the asset or liability at the measurement date.

There were no financial assets and liabilities transferred between levels.

Notes to the consolidated financial statements

6. Membership and registration fees

Notes	Group 2024 K	Group 2023 K	Institution 2024 K	Institution 2023 K
Registration fees	34,423,822	36,330,251	-	36,330,251
Membership subscriptions	30,539,996	28,738,053	-	28,738,053
Processing and application fees	2,396,465	4,407,452	2,396,465	4,407,452
	67,360,283	69,475,755	-	69,475,755

7. Other income

AGM symposium and dinner dance	11,495,987	5,622,364	11,495,987	5,622,364
Donations	2,163,051	2,040,000	2,163,051	2,040,000
Foreign exchange gain	8,598	-	8,598	-
Sundry income	2,151,923	774,34	2,151,923	774,344
	15,819,560	8,436,708	15,819,560	8,436,708

8. Net financing and investment income

Bank interest received	1,733,189	1,261,243	1,733,189	1,261,243
Rental income	-	27,000	-	27,000
	1,733,189	1,288,243	1,733,189	1,288,243

9. Activity costs

AGM. Symposium and dinner dance	13,201,142	10,872,228	13,201,142	10,872,228
Membership and CPD	9,752,252	5,342,397	9,752,252	5,342,397
Compliance and inspection	2,004,833	2,012,428	2,004,833	2,012,428
Policy, public relations and National Development	1,994,006	2,324,439	1,994,006	2,324,439
EGM costs	-	533,940	-	533,940
	26,952,232	21,085,432	26,952,232	21,085,432

10. Operating and administrative expenditure

Personal emoluments	12	29,449,315	25,028,385	29,449,315	25,028,385
Other operating and admin. Expenses (Page 48)		19,639,103	14,868,134	19,639,103	14,868,134
Depreciation	15	2,035,924	1,631,166	2,035,924	1,631,166
Right of Use Asset impairment		14,464	14,464	14,464	14,464
		51,138,806	41,542,149	51,138,806	41,542,149

11. Finance costs

Finance charges on lease obligations	-	-	-	-
	-	-	-	-

12. Personal emoluments

	Group 2024 K	Group 2023 K	Institution 2024 K	Institution 2023 K
Gross pay	14,704,905	12,348,808	14,704,905	12,348,808
NAPSA Employer's contribution	673,074	625,960	673,074	625,960
Leave pay	2,058,788	1,467,085	2,058,788	1,467,085
Gratuity expense	4,524,192	3,516,183	4,524,192	3,516,183
Housing, Transport & Education allowances	6,212,771	5,741,242	6,212,771	5,741,242
Workers Compensation Fund	19,970	26,053	19,970	26,053
Other payroll related expenses	1,255,616	1,303,054	1,255,616	1,303,054
	29,449,315	25,028,385	29,449,315	25,028,385

13. Fair value through other comprehensive income investments

Standard Chartered Bank Zambia Plc	125,488	71,031	125,488	71,031
Investrust Bank Plc	-	15,450	-	15,450
Copperbelt Energy Corporation Plc	1,819,960	932,335	1,819,960	932,335
	1,945,448	1,018,816	1,945,448	1,018,816
Opening balance	1,018,816	575,027	1,018,816	575,027
Fair value adjustment	926,632	443,789	926,632	443,789
Disposal of shares	-	-	-	-
Closing balance	1,945,448	1,018,816	1,945,448	1,018,816

14. Investment in subsidiary – EIZ Properties Plc

As at 1 January	97,848,714	97,848,714	97,848,714	97,848,714
Additions	-	-	-	-
Non-Controlling Interest (NCI)	1,499,063	1,499,063	-	-
At 31 December	99,347,777	99,347,777	97,848,714	97,848,714

The Engineering Institution of Zambia (EIZ) holds 98% of the shares in EIZ properties of which 36% are un allotted shares but fully paid. The rest (2%) are held by individual members.

	2024			2023		
	Cost / valuation	Accumulated depreciation	Carrying value	Cost/ valuation	Accumulated depreciation	Carrying value
Buildings (WIP)	11,120,965	(281,263)	10,839,702	9,877,285	-	9,877,285
	12,137,180	(6,469,145)			(4,953,250)	
Motor vehicles			5,668,035	8,192,719		3,239,468
DMIS/Evolution	3,019,540	-	3,019,540	2,755,772	-	2,755,772
Furniture and fittings	1,416,123	(847,519)	568,604	1,117,112	(667,918)	449,194
Office equipment	3,567,426	(1,702,224)	1,865,202	3,060,064	(1,646,577)	1,413,487
Generator	172,989	(146,347)	26,642	142,829	(142,828)	1
Medallion	988	-	988	988	-	988
Institution total	31,435,211	(9,446,498)	21,988,713	25,146,769	(7,410,573)	17,736,195
Capital work in progress	97,848,714	-	97,848,714	97,848,714	-	97,848,714
Group total	129,283,925	(9,446,498)	119,837,427	122,995,483	(7,410,573)	115,584,909

	2024			2023		
	Cost / valuation	Accumulated depreciation	Carrying value	Cost/ valuation	Accumulated depreciation	Carrying value
Reconciliation of property and equipment – December 2024						
	Opening balance	Additions/ revaluation	Impairment	Depreciation	Disposals	Transfers/ reclassification
Buildings (WIP)	9,877,285	1,243,680	-	(281,263)	-	10,839,702
Motor vehicles	3,239,468	3,944,461	-	(1,515,895)	-	5,668,035
DMIS/Evolution	2,755,772	263,768	-	-	-	3,019,540
Furniture and fittings	449,194	299,011	-	(179,601)	-	349,124
Office equipment	1,413,487	507,361	-	(55,647)	-	1,865,201
Generator	1	30,160	-	(3,519)	-	26,642
Medallion	988	-	-	-	-	988
Institution total	17,736,195	6,288,441	-	(2,035,924)	-	21,988,713
Capital work in progress	97,848,714	-	-	-	-	97,848,714
Group total	115,584,909	6,288,441	-	(2,035,924)	-	119,837,427

Reconciliation of property and equipment - December 2023

	Opening balance	Additions/ revaluation	Impairment	Transfers/ reclassification	Depreciation	Depreciation on disposals	Total
Buildings	399,313	9,477,972	-	-	-	-	399,313
Motor vehicles	4,764,294	-	-	-	(1,193,393)	(331,433)	4,764,294
DMIS/Evolution	2,755,772	-	-	-	-	-	2,755,772
Furniture and fittings	375,426	225,179	-	-	(151,372)	(38)	375,426
Office equipment	1,023,894	682,027	-	-	(286,400)	(6,035)	1,023,894
Generator	1	-	-	-	-	-	1
Medallion	988	-	-	-	-	-	988
Institution total	9,319,688	10,385,178	-	-	(1,631,165)	(337,506)	17,736,195
Capital work in progress	97,848,714	-	-	-	-	-	97,848,714
Group total	107,168,402	10,385,178	-	-	(1,631,165)	(337,506)	115,584,909

Fully depreciated assets valued at cost of K4,045,030 are included in these financial statements.

Property number 8 off Kantanta Street, Nkana East Kitwe included in these financial statements was gifted to the Institution by ZCCM-IH. Title has been obtained by the Institution. The property was revalued during January 2016 by Upmarket Property Consultants, registered valuation surveyor. The valuation was carried out to conform to the Guidance Notes prepared by the Royal Institution of Chartered Surveyors.

The amount of K9,877,285 relates to the Capital Work in Progress for the construction of EIZ Office Block along 8 Kantanta Street, Nkana East, Kitwe.

16. Intangible assets

	Group 2024 K	Group 2023 K	Institution 2024 K	Institution 2023 K
Cost				
As at 1 January	2,755,772	2,755,772	2,755,772	2,755,772
Evolution	263,768	-	263,768	-
Impairment	-	-	-	-
At 31 December	3,019,540	2,755,772	3,019,540	2,755,772

Computer software relates to costs incurred in the design and development of a web-based Database Management Information System for membership registration.

17. Right-of-Use Asset

(a) Leasehold Land at 8 Kantanta Street, Kitwe

At 31 December 2022

Cost/Revaluation of Leasehold land -Kitwe	1,450,000
Accumulated amortization	(102,343)
Amortisation for the year	(14,464)

Closing balance

1,333,193

At 31 December 2023

Cost/Revaluation of Leasehold land -Kitwe	1,450,000
Accumulated amortization	(116,807)
Amortisation for the year	(14,464)

Closing balance

1,318,729

At 31 December 2024

Cost/Revaluation of Leasehold land -Kitwe	1,450,000
Accumulated amortization	(131,271)
amortisation for the year	(14,464)

Closing balance

1,304,265

b) Leasehold Land at Stand No.2374 Kelvin Siwale Road, Showgrounds, Lusaka

At 31 December 2024

Cost/Revaluation of Leasehold land	36,561,899
Accumulated amortization	(962,155)
amortisation for the year	(962,155)

Closing balance

34,637,589

The Institution entered into a Land lease agreement with the Agricultural and Commercial Society of Zambia (ACSZ) on the 17th October, 2011 for a tenure of fifty years (50).

The land is situated on Stand No.2374, Show grounds in Lusaka. The lessee, the Engineering Institution of Zambia, agreed to be paying lease rentals quoted in US dollars that would be escalated annually at 4% upon completion of the development period.

In order to give legal mandate to the EIZ Properties Plc, the Institution entered into a Sub-lease with the EIZ Properties Plc and it was agreed the Company would take over the servicing of the lease rentals with the ACSZ when it started trading. The Sub-lease between EIZ and EIZ Properties Plc was for convenience only and no economical value was exchanged or considered

In compliance with the applicability of IFRS 16 with regard to the land lease, we have capitalized the present value of future lease payments to ACSZ and will be amortised over the remaining life of the lease which is thirty-eight (38) years as at 31 December, 2024. This amortisation is through the lease liability as the lease payments will be made by the EIZ Properties Plc

18. Trade and other receivables

The carrying amounts of the above trade and other receivables approximate to their fair values.

	Group 2024 K	Group 2023 K	Institution 2024 K	Institution 2023 K
Trade receivables	-	-	-	-
Less: Impairment losses	-	-	-	-
Net trade receivables	-	-	-	-
Staff receivables	1,089,294	344,522	1,089,294	344,522
Less: Impairment losses	-	-	-	-
Net staff receivables	1,089,294	344,522	1,089,294	344,522
Other receivables	-	-	-	-
Less: Impairment losses	-	-	-	-
Net other receivables	-	-	-	-
Prepayments and deposits	-	-	-	-
Bank interest receivable	-	-	-	-
Total receivables	1,089,294	344,522	1,089,294	344,522

19. Amounts due from related Party EIZ Properties Plc

20. Cash and cash equivalents

Short term deposits	16,843,102	19,345,801	16,843,102	19,345,801
Cash at bank and in hand	7,195,834	6,280,329	7,195,834	6,280,329
	24,038,936	25,626,131	24,038,936	25,626,131
For the purposes of the cash flow statement, cash and cash equivalents comprise the following:				
Cash and bank balances as above	24,038,936	25,626,131	24,038,936	25,626,131

21. Trade and other payables

Trade and other creditors	2,625,206	1,117,609	2,625,206	1,117,609
Other accruals and payables	3,139,302	1,015,935	3,139,302	1,015,935
Deferred income-subscriptions prepaid	24,684,237	22,768,736	24,684,237	22,768,736
EIZ Properties sale of shares	1,499,063	1,499,063	1,499,063	1,499,063
	31,947,808	26,401,343	31,947,808	26,401,343

22. Indo-Zambia Bank Loan

	Group 2024 K	Group 2023 K	Institution 2024 K	Institution 2023 K
Long-term portion	11,565,203	11,855,601	11,565,203	11,855,601
Short-term portion	9,000,000	9,000,000	9,000,000	9,000,000
	20,565,203	20,855,601	20,565,203	20,855,601

Engineering Institution of Zambia (EIZ) procured and additional loan of K29.2 million during the year 2023. Part of the funds were used to refinance the old loan which stood at K7.8 million at the time and the difference would be invested in finishing the Engineering House which is located at stand No.2374 Showgrounds in Lusaka.

23. Staff gratuity provision

Long-term portion (note 23)	2,086,336	915,174	2,086,336	915,174
Short-term portion (note 23)	3,239,527	4,128,906	3,239,527	4,128,906
	5,325,863	5,044,080	5,325,863	5,044,080

The staff gratuity provision is meant to cover employees' benefits at the end of the contract as stipulated in the Engineering Institution of Zambia conditions of service.

23. Employee benefits

Long term gratuity	2,086,336	915,174	2,086,336	915,174
Prior year adjustment	-	-	-	-
Balance at 31 December (note 23)	2,086,336	915,174	2,086,336	915,174
Short term gratuity	3,239,527	4,128,906	3,239,527	4,128,906
Leave provision				
Balance at 31 December (note 23)	5,325,863	5,044,080	5,325,863	5,044,080

24. non-controlling interest

Non – controlling interest represents individual members' interest in EIZ Properties Plc.

25. Financial risk Management

Exposure to credit risk

The carrying amount of financial assets represents the maximum credit exposure. The maximum exposure to credit risk at the reporting date was;

	Notes	Group 2024 K	Group 2023 K	Institution 2024 K	Institution 2023 K
Cash and cash equivalent	20	24,038,936	25,626,131	24,038,936	25,626,131
Trade and other receivables	18	1,089,294	344,522	1,089,294	344,522
		25,128,230	25,970,653	25,128,230	25,970,653

No collateral is held for the receivables. The Institution does not grade the credit quality of receivables. All receivables that are neither past due nor impaired are within their approved limits, and no receivables have had their terms renegotiated.

Management of liquidity risks

Prudent liquidity risk management includes maintaining sufficient cash balances, and the availability of funding from adequate amount of committed credit facilities. Due to the dynamic nature of the underlying businesses, the finance department maintains flexibility in funding by maintaining availability under committed credit lines.

Management monitors rolling forecasts of the Institution's liquidity reserves on the basis of expected cash flows.

The table below analyses the Institution's financial liabilities that will be settled on a net basis into relevant maturity groupings based on the remaining period at the balance sheet date to the contractual maturity date. The amounts disclosed in the table below are the contractual undiscounted cash flows. Balances due within 12 months equal their carrying balances, as the impact of discounting is not significant.

		Group			
	Notes	Less than 1 year	Between 1 and 2 years	Between 2 and 5 years	Over 5 years
At 31 December 2024					
Trade and other payables	21	26,159,868	-	1,499,063	-
		26,159,868	-	1,499,063	-
At 31 December 2023					
Trade and other payables	21	26,079,229	1,499,063	-	-
		26,079,229	1,499,063	-	-
Institution					
		Less than 1 year	Between 1 and 2 years	Between 2 and 5 years	Over 5 years
At 31 December 2024					
Trade and other payables	21	26,159,868	-	1,499,063	-
		26,159,868	-	1,499,063	-
At 31 December 2023					
Trade and other payables	21	26,079,229	1,499,063	-	-
		26,079,229	1,499,063	-	-

26. Taxation

The Institution is exempt from taxation under the Income tax Act Section 5(i) of part III Second Schedule of CAP 323 of the Laws of Zambia.

27. Capital commitments

There were no capital commitments as at 31st December, 2024 (2023: nil).

28. Contingent liabilities

There were no contingent liabilities as at 31st December, 2024 (2023: nil).

29. Related party transactions

Key related party transactions are in respect of management remuneration and the remuneration of Council members.

The remuneration of Council members and key Management during the year was as follows:

	Group 2024 K	Group 2023 K	Institution 2024 K	Institution 2023 K
Key management personnel remuneration	2,590,875	2,109,400	2,590,875	2,303,500
Council and Committee remuneration	4,233,105	2,808,800	4,233,105	3,105,700
	6,823,980	4,918,200	6,823,980	5,409,200
Related party transaction balances				
Balance receivable				
Key management advances	105,000	75,000	105,000	75,000
	105,000	75,000	105,000	75,000
Balance payable				
Key management gratuity payable	1,749,342	882,267	1,749,342	882,267
	1,749,342	882,267	1,749,342	882,267

30. Group entity

The Engineering Institution of Zambia (EIZ) holds 98% of the shares in EIZ properties of which 36% are un allotted shares but fully paid. The rest (2%) are held by individual members.

Detailed consolidated statement of comprehensive income

	Group 2024 K	Group 2023 K	Institution 2024 K	Institution 2023 K
Revenue				
Registration fees	34,423,822	36,330,250	34,423,822	36,330,250
Membership subscriptions	30,539,996	28,738,053	30,539,996	28,738,053
Processing and application fees	2,396,465	4,407,452	2,396,465	4,407,452
	67,360,283	69,475,755	67,360,283	69,475,755
Other income				
AGM symposium and dinner dance	11,495,987	5,622,364	11,495,987	5,622,364
Donations	2,163,051	2,040,000	2,163,051	2,040,000
Foreign Exchange gain	8,598		8,598	
Sundry income	2,151,923	774,344	2,151,923	774,344
	15,819,560	8,436,708	15,819,560	8,436,708
Gross income	83,179,843	77,912,464	83,179,843	77,912,464
Expenditure				
Activity costs				
AGM. Symposium and dinner dance	(13,201,142)	(10,872,228)	(13,201,142)	(10,872,228)
Membership and CPD	(9,752,252)	(5,342,397)	(9,752,252)	(5,342,397)
Compliance and inspection	(2,004,833)	(2,012,428)	(2,004,833)	(2,012,428)
EGM Costs	-	(533,940)	-	(533,940)
Policy, public relations and National Development	(1,994,006)	(2,324,439)	(1,994,006)	(2,324,439)
	(26,952,232)	(21,085,432)	(26,952,232)	(21,085,432)
Finance costs				
Operating and administrative expenditure				
Personal emoluments	(29,449,315)	(25,028,385)	(29,449,315)	(25,028,385)
Other operating and administrative expenses (Appendix I)	(19,639,103)	(14,868,134)	(19,639,103)	(14,868,134)
Depreciation	(2,035,924)	(1,631,166)	(2,035,924)	(1,631,166)
Right-of-Use asset-amortisation	(14,464)	(14,464)	(14,464)	(14,464)
	(51,138,806)	(41,542,149)	(51,138,806)	(41,542,149)
Surplus / (Deficit) for the year	5,088,805	15,284,883	5,088,805	15,284,883
Other comprehensive income				
Net financing and investment income	1,733,189	1,288,243	1,733,189	1,288,243
Net value gain/(loss) on fair value through other comprehensive income investments	926,632	443,789	926,632	443,789
Total comprehensive income	7,748,626	17,016,915	7,748,626	17,016,915

Operating and administrative expenditure - Appendix I

	Group 2024 K	Group 2023 K	Institution 2024 K	Institution 2023 K
Operating expenses				
Audit fees	408,846	297,033	408,846	297,033
Bank charges	528,183	601,539	512,495	601,539
Cleaning expenses	11,800	4,700	11,800	4,700
Consultancy fees	-	59,536	-	59,536
Computer expenses	575,131	416,038	575,131	416,038
Council/Board expenses	6,389,348	5,225,642	6,389,348	5,225,642
Corporate governance workshops	372,504	276,950	192,504	276,950
Electricity and water	31,179	83,924	31,179	83,924
QMS & Balanced Scorecard expenses	-	53,226	-	53,226
Insurance	348,158	28,193	348,158	28,193
Legal and professional fees	450,900	422,453	450,900	422,453
Motor vehicle expenses	3,024,626	2,058,170	3,024,626	2,058,170
Foreign Exchange loss	-	45,897	-	45,897
Office expenses	705,965	552,054	705,965	552,054
Preparation of Strategic Plan and AWP and B	188,160	300,352	188,160	300,352
Printing and stationery	723,801	507,659	723,801	507,659
Recruitment expenses	50,995	30,816	50,995	30,816
Rent and rates	1,908,368	389,131	1,908,368	389,131
Repairs and maintenance	39,776	35,505	39,776	35,505
Security services	131,582	205,256	131,582	205,256
Staff welfare	2,027,524	1,530,741	2,027,524	1,530,741
Telephone, fax, internet and postage	1,047,871	874,547	1,047,871	874,547
Travel and accommodation	870,074	868,772	870,074	868,772
	19,639,103	14,848,134	19,639,103	14,848,134



Annual general meeting and symposium



Notice of 68th annual general meeting and symposium

Valid From: January 2022

The Engineering Institution of Zambia (EIZ)
(Established under EIZ Act No. 17 of 2010)

NOTICE IS HEREBY GIVEN that the 68th Annual General Meeting (AGM) of the Engineering Institution of Zambia (EIZ) will be held on Saturday, 5th April 2025 starting at 09:00 hrs at the AVANI Victoria Falls Resort in Livingstone.

The Meeting will be preceded by the official Opening on Thursday the 3rd of April 2025, the Craftpersons and Technician Section Conference, the Zambia Women in Engineering Section (ZWES) Conference and EIZ Annual Symposium on Friday 4th April 2025 at the same venue. The theme for the Symposium will be “Sustainable engineering solutions for climate change mitigation.”

The official opening will feature a high-level panel discussion on Zambia’s pursuit of 3 million tonnes copper production and the role of engineering professionals and skills required. Day one will also feature a discussion on the role of engineering professionals in accelerating the Lobito corridor and the Africa Free Trade Area.

The AGM will take place to transact the following

AGENDA

1. National Anthem
2. Confirmation of quorum
3. Calling meeting to order
4. Receive apologies
5. Adoption of the agenda
6. Reading of the legal notice by the Registrar
7. Reading of member obituaries and observance minute of silence
8. Receive and adopt Minutes of the Annual General Meeting held at AVANI Victoria Falls Resort in Livingstone, on 20th April 2024.
 - 8.1 Corrections and adoption
 - 8.2 Matters Arising – Action taken Report
9. Receive and adopt the 62nd Engineering Council report for the year ended 31st December 2024 by the President.
10. Receive and adopt the Audited Financial Statements of the Institution for the year ended 31st December 2024.
11. Appoint auditors for the financial year ending 31st December 2026.
12. Consider motions tabled before the AGM.
13. Elections
14. Close of Meeting.

CALL FOR NOMINATIONS & ELECTIONS

This legal notice here in contains the call for nominations for the EIZ 2025 elections and Agenda for elections and announcement of results.

- 1.0 Dissolution of the Disciplinary Committee (DC)
- 2.0 Dissolution of Zambia Women in Engineering Section (ZWES)
- 3.0 Dissolution of the Energy Auditors Section (EAS)
- 4.0 Dissolution of the Geotechnical Section (GS)
- 5.0 Dissolution of the Water & Sanitation Section (WASH)
- 6.0 Dissolution of the Mining Engineering Section (MES)
- 7.0 Nominations
 - 7.1 Confirmation of approved nominations
 - 7.2 Election results
 - 7.3 Introduction of the elected candidates for all categories

Elections will be conducted by the Nominations and Elections Committee (NEC) of the Institution in accordance with the 2023 EIZ Constitution of the EIZ. Please Note that electronic voting will begin at 08:00 hours on Friday 4th April 2025 and will end at 09:00 hours on Saturday 5th April 2025. The conduct of the elections will be guided by the EIZ Election Rules and Procedures enshrined in the 2023 EIZ Constitution. The EIZ Election Rules and Procedures can be found in the 2023 EIZ Constitution as second Annexure, which can be accessed on www.eiz.org.zm. Candidates are advised to read and familiarise themselves with these rules and procedures. The campaign period will be prescribed by NEC.

Please NOTE that to be eligible to vote in the 2025 elections a member ought to be in good standing.

A) POSITIONS ON ZWES FOR WHICH NOMINATIONS ARE REQUIRED

1. Chairperson
2. Vice Chairperson
3. Engineers' Representative
4. Technologists' Representative
5. Technicians' Representative
6. Craftsperson's Representative

B) POSITIONS ON DISCIPLINARY COMMITTEE FOR WHICH NOMINATIONS ARE REQUIRED

Five (5) registered Members who are not members of the Council, elected at a general meeting of the Institution.

1. Committee Member 1
2. Committee Member 2
3. Committee Member 3
4. Committee Member 4
5. Committee Member 5

Note*

The following shall also be members of the Disciplinary Committee, as provided for under Part VI Section 48 (1) and (2) of the Engineering Institution of Zambia (EIZ) Act No. 17 of 2010.

- a. A Chairperson and Vice Chairperson who are Legal Practitioners qualified to hold, or who have held, high judicial office.
- b. The President of the EIZ Council.

In addition to the above, the candidates for DC will be required to meet the following requirements:

- A Minimum of ten (10) years' experience in a senior management position
- Availability is of key importance to any disciplinary process. It is incumbent upon candidate to ensure that availability is not to be affected by age factors or political circumstances.
- An understanding of the rights, obligations and liabilities of the EIZ members is of fundamental importance for candidates.
- Proven previous knowledge and experience in adjudication and assessment of rights and party obligations
- Must be conversant with Procedural knowledge and be familiar with requirements of rules of natural justice and various forms of problem-solving procedures.
- Good interpersonal communication skills
- Ability to be impartial and objective regarding the allocation of risk and the liabilities of the parties, as well as observe strict confidentiality in all matters related to the committee's proceedings.

C) POSITIONS ON THE ENERGY AUDITORS SECTION, GEOTECHNICAL SECTION, MINING ENGINEERING SECTION, ENVIRONMENTAL ENGI-

NEERING SECTION, BIOMEDICAL ENGINEERING SECTION.

1. Chairperson
2. Vice Chairperson
3. Committee 1
4. Committee 2
- D) NOMINATION PROCEDURES

Members in good standing wishing to stand for elections are required to complete the online nomination forms. Nomination forms can be downloaded from the EIZ website (www.eiz.org.zm) and completed in accordance with the 2023 EIZ Constitution.

The CLOSING TIME AND DATE for submission of nominations will be 17:00hrs on Friday 28th February 2025. Valid Nominations will be announced within 7 days after the close of the nomination period.

Both the nominees and those nominating them should be up to date in their membership subscriptions for the nominations to be valid.

E) NOMINATION FEES:

There shall be NO nomination fees to be paid

F) ADMISSION TO THE AGM AND ELIGIBILITY TO VOTE

Please note that only members in good standing and persons specifically invited by Council shall be admitted to the AGM.

By order of the 62nd Engineering Council



Eng. David Kamungu

REGISTRAR & CHIEF EXECUTIVE OFFICER



THE ENGINEERING INSTITUTION OF ZAMBIA

EIZ HEADQUARTERS

Stand N0 2374 Kelvin Siwale Rd
Showgrounds
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Tel: +260 211 256214; +260 211 255161, + 260212, 222608
Email: eiz@eiz.org.zm

ADVANCING TECHNOLOGY FOR NATIONAL DEVELOPMENT

NORTHER REGION

Engineers' House
8 Kantanta Street,
P.O. Box 23385
Tel: +260 212 230111,



Minutes of the EIZ 67th annual general meeting

AGM/61-1/2024-04-20

DATE OF MEETING: SATURDAY 20th APRIL 2024

VENUE:AVANI RESORT, LIVINGSTONE

1.0 National anthem

The National Anthem was sung, and a prayer was offered by Eng. Dr Chabota Kaliba.

2.0 Confirmation of Quorum

Quorum was confirmed by Secretariat.

3.0 Calling meeting to order

The meeting was called to order at 09:23 hours.

4.0 Receipt of Apologies

1.1 Apologies were received from:

- 1.1.1 Eng. Israel Phiri
- 1.1.2 Eng. George Sitali
- 1.1.3 Eng. Tom Kamwendo
- 1.1.4 Eng. Dr Simon Tembo
- 1.1.5 Eng. Elite Mhone
- 1.1.6 Eng. Raymond Cheeba
- 1.1.7 Eng. Charles Kandeke
- 1.1.8 Eng. Kenneth Nyundu
- 1.1.9 Eng. Chanda Tembo
- 1.1.10 Eng. Obert Mambwe
- 1.1.11 Eng. Nyakamenji Kamponda
- 1.1.12 Eng. Grace Mutembo
- 1.1.13 Eng. Suma Lungu
- 1.1.14 Eng. Mukupa Mulenga
- 1.1.15 Eng. Mwiya Wamunyima

4.2 Welcome and opening remarks by EIZ President

4.2.1 The Chairperson welcomed everyone to the meeting.

4.2.2 He mentioned that this was his last tenure as President of the EIZ Engineering Council and thanked everyone

for their support and the opportunity to serve as President.

- 4.2.3 He urged members to give the same support they had given to the outgoing 61st Engineering Council to the 62nd Engineering Council that would be ushered in. He further called on all members to fully support the new President and his team.

5.0 Reading of the Legal Notice

The Legal Notice was ready by Registrar Eng. David Kamungu.

6.0 Adoption of the agenda

The agenda was proposed for adoption by MCra. Kildare Lazarous Mulikita and seconded by Eng. Dr. Mususu Kaonda.

7.0 Reading of member obituaries and observe a minute of silence

- 7.1 The Registrar read the member obituaries and a minute of silence was observed.

8.0 Receive and adopt Minutes of the 67th Annual General Meeting held at Avani Victoria Falls Resort in Livingstone, on 20th April, 2024

8.1 Correction and adoption

- 8.1.1 There were no corrections to the minutes.

- 8.1.2 The minutes were proposed for adoption by Eng. Professor John Siame and seconded by Eng. Kapanze Sinkala.

8.2 Matters arising – Action Taken Report

Item	Discussion/Resolution
8.2.2	With regards to the establishment of the Engineer Generals' Office, it was reported that the 61 st Council had been engaging in ongoing discussions with the Ministry of Infrastructure, Housing and Urban Development. The Minister expressed his full support of having the Engineering Generals' Office within the government structure. Furthermore, he emphasized the need to establish a committee to facilitate the drafting of relevant legislation.
	<u>The incoming Council was urged to take up the matter further.</u>
8.2.3	With regards to the Charge Out Rates draft SI, the meeting was informed that at the recommendation of the Business Review Regulatory Authority a Regulatory Impact Assessment was done and the draft SI was approved and awaiting final approval from the Ministry of Infrastructure, Housing and Urban Development.
	<u>Members were informed that the Regulatory Impact Assessment was available for members to view on the EIZ website.</u>
8.2.4	The meeting resolved that there was need to establish a call center to assist in dealing with member inquiries.
8.2.5	With regards to rolling out World Engineering Day to provinces and districts, the meeting was informed that it was commemorated in 20 branches nationwide.
8.2.6	With regards to EIZ shares the meeting was informed that EIZ Properties became fully operational in Q3 of 2023 and that it had recently offloaded 11 million shares to engineering professionals. A concern was raised about the poor response on buying shares by the members.
	<u>The meeting was further informed that the time line for purchasing the shares was from 4th March, 2024 to 28th April, 2024 with a possibility of an extension. Members were encouraged to invest in EIZ Properties by buying the shares.</u>
8.2.7	With regards to joint compliance inspections between EIZ, the Department of Immigration and the Ministry of Mines, the meeting was informed there was an increase in the budget allocation and that the increase was aimed at strengthening compliance through collaborative efforts between these entities.
8.2.8	With regards to the signing of a Memorandum of Understanding (MoU) with the Ministry of Local Government regarding the Constituency Development Fund (CDF). The meeting was informed that the purpose of signing the MoU was to ensure that the institution had a significant influence on how the CDF funds were distributed. The primary focus of this agreement was to guarantee that those involved in delivering the CDF were registered members of the Engineering Institution of Zambia (EIZ).
	<u>The meeting was also informed that, in addition to enforcement, the institution was exploring ways to ensure that opportunities provided by the CDF are made available to engineering professionals.</u>
8.2.10	The issuance of work permits before applying for membership with the Institution raised concerns, prompting a call to ratify and change the sequence of order.

Item	Discussion/Resolution
8.2.11	The meeting noted with concern that some Engineering Organisations were employing underqualified individuals to oversee the work of qualified professionals.

It was resolved that the incoming Council should take up the matter further with relevant government entities and stakeholders to ensure that appropriate measures were taken to uphold professional standards in the engineering industry.

9.0 Receive and Adopt Minutes of the Extra-Ordinary General Meeting held at Protea Hotel in Ndola on 29th May, 2023

9.1 Corrections and adoption

The minutes were proposed for adoption by Eng. Nathan Kazembe and seconded by Eng. Tobias Mapenda.

9.2 Matters Arising – Action Taken Report

There were no matters arising.

10.0 Receive and adopt the 61st Engineering Council Report for the year ended 31st December, 2023, by the President and Chairperson of the 61st Engineering Council

The Engineering Council Report was presented and the institutions key achievements were highlighted:

Item	Discussion/Resolution
10.1	The Institution had during the period under review commissioned the New HQ in Lusaka and Northern Region Office in Kitwe.
10.2	The Institution had launched the strategic plan aligned with the 8 th National Development plan.
10.3	The Institution recorded financial earnings of ZMW 77.2 million compared to ZMW 70.76 million during the period under review representing an increase of 9.45%.
10.4	The Institution recorded financial growth with a surplus of ZMW 16.69 million of income over expenditure.
10.5	The Institution had focused on promoting young engineering professionals and stem education among girls.
10.6	The charge-out-rates had been submitted for impact assessment to the Business Review Regulator Authority and feedback was being awaited.
10.7	Institution had continued pushing the agenda for the establishment of the Engineer Generals Office. Several meetings had been held and it had reached an advanced stage.
10.8	The Institution had continued working on the production of the second Infrastructure Report Card following the emerging of new infrastructure in the country and assessing the obsolete ones.
10.9	The EIZ Constitution was revised and ratified at the EGM held on 29 th July 2023.
10.10	The Institution signed an MoU with TEVETA to enhance quality in engineering skills development and training that will meet the needs of industry.
10.1.11	The Institution signed an MoU with the Ministry of Local Government and Housing to decentralize registration services to district level so that local contractors can easily have access and thus can increase participation in the procurement process of CDF Project.
10.1.12	The Institution granted a total of ZMW 89,000 benevolence three members of the institution as one of its membership benefits.

10.2 The report was proposed for adoption by Eng. Dr. Chabota Kaliba and seconded by Eng. Linus Chanda.

11.0 Receive and adopt the Audited Financial Statements of the Institution for the year ended 31st December, 2023

Item	Discussion/Resolution
11.1	The meeting noted that during the period under review, income received increased from ZMW 72.3 million the previous year, to ZMW 79.20 million representing an increase of ZMW9.54%. The Institution recorded a surplus of ZMW 16.69 million of income over expenditure representing an increase of 25.49%.
11.2	The meeting was informed that the total expenditure for the year under review as ZMW 62.95 compared to 59.03 million the previous year. The cost structure was greatly affected by price fluctuations and the increase in the number of operational activities the institution had undertaken during the year under review amongst which was the construction of the Kitwe Office.
11.3	The meeting was also informed that capital expenditure incurred during the year under review was ZMW 2.57 million against ZMW 2.94 million the previous year. The expenditure was channeled towards acquisition of motor vehicles, office equipment, furniture and fittings.
11.4	With regards to the completion of the HQ building, the meeting was informed that the committee managed to lend and invest in debt towards the project a of total of ZMW 10.68 million. The Engineering House is expected to be completed during the first half of 2024.
11.5	With regards EIZ Properties Plc, the meeting was informed that, total investment stood at ZMW 97.85 million as at 31st December, 2023 and that expenditure towards construction went in as debt as opposed to equity in the previous year.

Item	Discussion/Resolution
11.6	The meeting was further informed that the Institution had continued investing in equity and long-term securities to improve on other sources of income, servicing existing loan and improving on the tools of production.
11.7	With regards to liquidity, the meeting was informed that the Institution was able to meet its short-term obligations, i.e., the ability of the institution to pay its debts when they fell due.

- 11.2 The Audited Financial Statements were proposed for adoption by Eng. Linus Chanda and seconded by Eng. Patrick Kampengele.

12.0 Appoint Auditors for the financial year ending 31st December, 2024

- 12.1 The Chairperson of the Audit and Risk Committee on behalf of Council moved the motion to reappoint Messrs. MPH Chartered Accountants as External Auditors for the Financial Year ending 31st December, 2024 and that Council be authorized to determine their remuneration.
- 12.2 The motion was proposed for adoption by Eng. Patrick Kampengele and seconded by Eng. Evans Mauta.

13.0 Consider motions tabled before the AGM

- 13.1 Vice President, Policy Public Relations and National Development presented the motions for consideration:

- 13.1.1 Motion 1: TO AMEND ARTICLE IX

Article	IX
Clause/SUB Clause	2(C)
CURRENT READING	The management and control of each region shall be vested in a committee elected every two years by that region and the Chairperson of the committee shall be a Fellow, Professional Engineer, Incorporate Engineer or Professional Technologist
MOTION	To open up the positions of Regional Chairperson and Vice Chairperson to allow Craftsperson and Technicians category to contest for above positions.
Member Motivation	To improve inclusivity
PROPOSED READING	The management and control of each region shall be vested in a committee elected every two years by that region and the Chairperson of the committee shall be a Fellow, Professional Engineer, Professional Technologist, Technicians and Craftsperson's. The Craftsperson and Technician(s) must have attained the highest level in their respective category such as Master Craftsperson and Certified Technician or must have served as CTS Chairperson or served on Council as Craftsperson Representative or Technicians Representative.

The motion was NOT ADOPTED.

- 13.1.2 Motion 2: TO AMEND ARTICLE IX

SECTION	Article IX
Clause/SUB Clause	3(f)
CURRENT READING	n/a
MOTION	To retain the outgoing CTS Chairperson who has served on the outgoing CTS executive committee as Immediate Past Chairperson to enhance continuity and retention of the section memory. To promote continuity
Member Motivation	
PROPOSED READING	The outgoing Chairpersons of all Committees of the Institution who have served on outgoing executive committee shall be retained as Immediate Past Chairpersons to enhance continuity.

The motion was NOT ADOPTED.

- 13.1.3 Motion 3: TO AMEND ARTICLE II

SECTION	Article II
Clause/SUB Clause	Interpretation
CURRENT READING	"Good Standing" means a Member who is fully paid up for the current year as at 31st December of the preceding year and a Member who pays after 31st December of the preceding year shall be in good standing after fifteen (15) working days from the date of payment.

MOTION	To remove the 30-day good standing clause for branches and sections only to encourage grassroots participation
Member Motivation	To reduce voter apathy.
PROPOSED READING	“Good Standing” means a Member who is fully paid up for the current year as at 31st December of the preceding year and a Member who pays after 31st December of the preceding year shall be in good standing after fifteen (15) working days from the date of payment; for the purposes of elections for Sections and Branches, good standing will be restored immediately after payment.

The motion was ADOPTED.

13.1.4 Motion 4: TO AMEND ARTICLE VI

SECTION	Article IV
Clause/SUB Clause	2
CURRENT READING	A person seeking to be elected as President of the Institution shall have previously served on Council as vice president.
MOTION	Motion to amend Article VI (2): The Engineering Council, as follows
Member Motivation	To improve inclusivity
PROPOSED READING	A Person seeking to be elected as President of the Institution shall have previously served on Council as vice president of the Engineering Registration Board.

The Motion was NOT ADOPTED.

13.1.5 Motion 5: TO AMEND SECTION VII

SECTION	Article VII
Clause/SUB Clause	n/a
CURRENT READING	n/a
MOTION	Elections
Member Motivation	Representations
PROPOSED READING	There shall be vote weight system for the purposes of counting votes. The weight of your vote shall be based on the membership class.

The Motion was NOT ADOPTED.

13.1.6 Motion 6: TO ACTUALIZE THE ENFORCE THE COLLECTION AND ADMINISTRATION OF EIZ DEVELOPMENT FINANCE FUND PRESENTED AT THE EIZ NATIONAL AGM, 2018 BY 2025

SECTION	N/A
Clause/SUB Clause	n/a
CURRENT READING	n/a
MOTION	<p>WHEREAS, Previously, Motion 1 regarding the introduction of a levy for the EIZ Development Finance was approved during the 2018 AGM;</p> <p>WHEREAS, the proposed levy of K150 per member per year has not yet been implemented, despite the approval;</p> <p>WHEREAS, access to this fund would greatly empower members by providing financing for start-ups and bridge financing for engineering and STEM activities;</p> <p>WHEREAS, ensuring access to the fund by 2026 aligns with the vision outlined in the motion;</p> <ol style="list-style-type: none"> 1. That the Council be directed and empowered to immediately commence collection of the K150 levy per member per year, as approved in Motion 1 of the 2018 AGM, to establish the EIZ Development Finance Fund. 2. That the CEO, upon direction from the Council, appoints a committee of qualified and experienced individuals to select a preferred bank for financial institution to administer the EIZ Development Finance Fund.

The Motion was NOT ADOPTED.

13.1.7 Motion 7: TO AMEND ARTICLE IV

SECTION/ARTICLE	SECTION IV
Clause/SUB Clause	General Provisions of the EIZ Constitution Article 21
CURRENT READING	n/a
MOTION	To add the following to Section IV
Member Motivation	To enhance candidate campaigns
PROPOSED READING	<p>The period for canvassing for votes for elective regional and council elections as directed by NEC shall be a period of;</p> <p>(a) Three weeks (3) from the date of validation and publication of nominations from 06:00 hours to 18:00 hours for Regional Elections</p> <p>(b) Seven weeks (7) from the date of validation and publication of nominations from 06:00 hours to 18:00 hours for Council Elections.</p> <p>This will help the Institution and the members at large to have a well-coordinated vote canvassing period to avoid premature canvassing before nominations are validated.</p>

The Motion was ADOPTED

14.0 Dissolution of the Craftsperson's and Technicians Section (CTS)

- 14.1 The Chairperson of the section dissolved the CTS section to pave way for the newly elected committee after the election results.

15.0 Dissolution of the 61st Engineering Council

- 15.1 The Chairperson of Council, dissolved the 61st Engineering Council to pave way for the newly elected 62nd Council after the election results.

16.0 Elections of the Engineering Council and CTS

- 16.1 Confirmation of received nominations

The meeting was informed that all nominees appearing on the ballots had met the constitutional requirements that were prescribed in the Legal Notice.

- 16.1.1 The Returning Officer, Eng. Dr. Richard Mwale Kasongo confirmed the valid nominations as follows:

- 16.1.2 Engineering Council

S/NO	Position	Candidate
1.	President	1. Kaluba Wesley 2. Kangwa Diana 3. Musonda Mabengwa Sharon
2.	Vice President, Policy, Public Relations & National Development	1. Maluza Samson 2. Musonda Kennedy
3.	Vice President, Finance & Administration	1. Chansa Musonda 2. Nyirenda Chiza Leonard 3. Phiri Mpaisha
4.	Vice President, Membership & Continuous Professional Development	1. Nkhata Dumisani 2. Mwale Francis 3. Mwale Vwalika Edith
5.	Engineer's Representative	1. Banda Elson 2. Kaonda Mususu 3. Munakombwe George 4. Nsofwa Malunga 5. Sitwala Atkins

S/NO	Position	Candidate
6.	Technologists' Representative	1. Chenda Waema 2. Chilongu Gideon 3. Mbulo Febby 4. Sampa Princess
7.	Technicians' Representative	1. Chola Kombe 2. Kaboko Holdon
8.	Craftpersons' Representative	1. Kekela Vumi 2. Masala Felix 3. Mulikita Kildare Lazarous 4. Munasibutulu Madubeko
9.	Engineering Organisations Representative	1. Simukonda Kingsley Lucky
10.	Engineering Units Representative	NO VALID NOMINATION RECEIVED

16.1.3 Craftpersons' and Technicians' Representative

S/NO	Position	Candidate
1.	Chairperson	1. Chipoma Kennedy 2. Kafusha Chansa Evans
2.	Vice Chairperson	1. Chilufya Reagan
3.	Male Technicians' Representative	1. Bwalya Kelvin
4.	Female Technicians' Representative	1. Like Fridah
5.	Male Craftpersons' Representative	1. Mutwale Amos
6.	Female Craftpersons' Representative	1. Mulala Nchimunya

1.2 Election Results

Election results were announced in accordance with EIZ Constitution by the NEC Chairperson, Eng. Dr. Richard Mwale Kasongo as follows:

16.2.1 Engineering Council

Name	Position
a) Kaluba Wesley	President
b) Musonda Kennedy	Vice President, Policy, Public Relations & National Development
c) Chansa Musonda	Vice President, Finance & Administration
d) Mwale Vwalika Edith	VP, Membership & Continuous Professional Development
e) Nsofwa Malunga	Engineers' Representative
f) Sampa Princess	Technologists' Representative
g) Chola Kombe	Technicians' Representative
h) Masala Felix	Craftpersons' Representative
i) Simukonda Kingsley Lucky	Engineering Organisations Representative
j) No Valid Nominations Received	Engineering Units Representative

16.2.2 Craftsperson's and Technicians' Section

a)	16.2. Chipoma Kennedy	Chairperson
b)	Chilufya Reagan	Vice Chairperson
c)	Bwalya Kelvin	Male Technicians' Representative
d)	Like Fridah	Female Technicians' Representative
e)	Mutwale Amos	Male Craftpersons' Representative
f)	Nchimunya Mulala	Female Craftpersons' Representative

16.2.3 Civil & Structural Engineers Section (CSES)

a)	Mwangilwa Fank	Chairperson
b)	No Valid Nomination	Vice Chairperson
c)	No Valid Nomination	Engineers' Representative
d)	No Valid Nomination	Technologists' Representative
e)	No Valid Nomination	Technicians' Representative
f)	No Valid Nomination	Craftsperson's' Representative

16.2.4 Electrical/Electronics Engineering Section (EES)

a)	No Valid Nomination	Chairperson
b)	No Valid Nomination	Vice Chairperson
c)	No Valid Nomination	Engineers' Representative
d)	No Valid Nomination	Technologists' Representative
e)	No Valid Nomination	Technicians' Representative
f)	Chintu Chifunibe Collins	Craftsperson's' Representative

16.2.5 Chemical, Metallurgy, and Material Engineering Section (CMMS)

a)	No Valid Nominations	Chairperson
b)	No Valid Nomination	Vice Chairperson
c)	No Valid Nomination	Engineers' Representative
d)	No Valid Nomination	Technologists' Representative
e)	No Valid Nomination	Technicians' Representative
f)	No Valid Nomination	Craftsperson's' Representative

16.3 The AGM was informed that for the positions which had no valid nominations, Council would nominate members to take up the positions in accordance with the EIZ Act No 17 of 2010.

17.0 Introduction of the elected Candidates

17.1 Craftspersons' and Technicians Section (CTS)

The Chairperson of the Nominations & Elections Committee (NEC) introduced the newly elected leadership of the CTS Section.

17.2 62nd Engineering Council

The Chairperson of the Nominations & Elections Committee (NEC) introduced the newly elected leadership of Council.

18.0 Close of Meeting

There being no other business to discuss, the meeting closed at 13:40 hours.

ENG. ABEL NG'ANDU
CHAIRPERSON

6th May, 2024

ENG. DAVID KAMUNGU
SECRETARY

6th May, 2024

Matters arising – Action report

ITEM No	Action	Responsibility	Action taken	Timeline
8.2.2	With regards to the establishment of the Engineer General's Office.	Council	The Institution was informed that the establishment was not yet approved by Cabinet.	5 th April, 2025
8.2.3	With regard to the approval of the Chargeout Rates as a statutory Instrument	Secretariat	The Institution was requested to resubmit the rates reflecting the current trends and include SADC as a benchmark. The rates were submitted in June 2024 and the Institution is still waiting for formal feedback. The Institution will follow up with the matter before the end of the second quarter.	30 th June 2025.
8.2.4	With regard to the establishment of the call centre	Secretariat	The call center was established and members can access it by dialing 3333. Management was tasked to ensure that a full CRM system was established by 30 th June 2025.	30 th June, 2025.
8.2.6	With regard to the offer of shares and poor response	Secretariat	EIZ Properties will reopen the offer of shares for a longer period in the first quarter of 2025.	5 th April 2025.
8.2.7	With regard to combined inspections	Secretariat	The Institution currently conducts combined Inspections with other regulators such as Mines Safety Department and the Department of Immigration.	5 th April, 2025
8.2.11	Regarding the employment of underqualified staff.		<p>The Instituion has taken the following steps</p> <ul style="list-style-type: none"> (i) Engaged ZHRIM on ensuring that all HR practitioners ensure that they include EIZ on the requirements. (ii) The EngRB Board intensified the need for competence tests for all new entrants to practice. (iii) A breakfast meeting with all HR practioners and CEOs is planned for this year to emphasize this. 	30 th June 2025.
16.3	Regarding the filling of positions	Council	This was done.	1 st June 2024.



Motion for appointment of external auditors for the financial year ending 31st December, 2025

In compliance with good Corporate Governance, The Engineering Institution of Zambia (EIZ) Act and the EIZ Constitution.

First Annexure 7 (b) (ii) of the 2023 EIZ Constitution provides that “the Business at the Annual General Meeting shall include the appointment of the Auditors”.

Motion:

It is hereby proposed and recommended by the Council, that the Annual General Meeting (AGM) delegate authority to the Council to appoint the External Auditors for the Engineering Institution of Zambia for the Financial year ending 31st December 2025, and that the Council be authorised to determine their remuneration.



Motion on receipt of branch nominations

1. Call for Branch nominations

The call for nominations for Branch elections was published on 23rd November 2024 and the nomination period is expected to end on 31st January 2025. The Branch elections for the said call for nominations are scheduled to take place between 17th and 28th February 2025. During this period, two sensitisation webinars were held to stimulate interest among all branch members to take part in said elections.

2. Zero Receipt Of Nominations

At the close of the nomination period on 31st January 2025, out of the potential minimum of 162 nominations in all the 27 branches, only 32 nominations were.

The low receipt of nominations at Branch level is attributed to among other things the clause in the constitution that restricts the identification of candidates and requires that candidates needed to be paid up as at 31st December of the preceding year. Most of the disqualified candidates fell in this category.

3. Justification for postponement of Elections and nomination period

As the institution strives to promote participation and inclusiveness, the Branch plays a crucial role as a building block to the structures of EIZ. It is therefore proposed that the Part II, Section 3(2) of the constitution be amended as follows:

Current Reading: (2) A candidate shall be resident in Zambia and have paid Membership subscription fees by 31st December of the Preceding year.

Proposed Reading: (2) Except for candidates for branch nominations, a candidate shall be resident in Zambia and has paid membership subscription fees by 31st December of the preceding year. A nomination for Branch elections shall be deemed valid if the nomination fulfils other requirements of Branch nominations and the candidate is paid up.



Rules for the elections and appeals committee

24-01-2025

Adjudication of an election Petition.

The process to resolve election disputes in EIZ is well established and benchmarked with the Electoral Process Act of Zambia No. 35, 2016, through the right to an effective remedy and the right to a fair and impartial hearing. The following are the fundamental canons for the administration of petition adjudication:

- a) A right of redress for election complaint and dispute
- b) A clearly defined regimen of election standards and procedures
- c) An impartial and informed arbiter
- d) A system that judicially expedites decisions
- e) Established burdens of proof and standards of evidence
- f) Availability of meaningful and effective remedies
- g) Effective education of stakeholders

Therefore, an election shall be nullified if;

- a) If there is evidence of electoral malpractice by the winning candidate
- b) If the conditions obtained during an election, disadvantaged the petitioner only

The procedures below describe petition handling and abatement:

1. An election petition may be presented to the Elections Appeals Body Committee by one or more of the following persons:
 - a) a person claiming to have been a candidate at the election to which the election petition relates;
 - b) a person who lawfully voted or had a right to vote at the election to which the election petition relates;
 - c) a person claiming to have had a right to be nominated as a candidate or elected at the election to which the election petition relates;
 - d) EIZ Council.
2. Any of the following reliefs can be claimed in an election petition:
 - a) a declaration that any candidate was duly elected;
 - b) a declaration that the election was void.

3. An election petition shall be lodged as guided in the EIZ Constitution
4. An election petition shall be signed by the petitioner or by all the petitioners, if more than one, and shall be presented not later than 7 days after the date on which the result of the election to which it relates is duly declared.
5. The Registrar shall, in writing, inform the Council of the petitions received who shall in turn inform concerned elected office bearers for whom the petitions are intended to affect. The Registrar shall make out a list of all election petitions presented under these rules, placing them on such list in the order in which they are presented, and the Registrar, as the case may be, shall keep at the Registrar's office a copy of the list which shall be open for inspection by any person making application for inspection thereof at a fee.
6. An election petition shall, unless the Elections Appeals Body Committee orders otherwise, be tried in the order in which it stands on the list made out by the Registrar under subsection 5.
7. Where more election petitions than one are presented in respect of the same election, the election petitions shall be consolidated and shall be dealt with as one petition standing, unless the Elections Appeals Body Committee orders otherwise, in the list in a case where the last of the election petitions would have stood if it had been the only election petition presented in respect of that election.
8. Subject to the other provisions of the EIZ Statutes, the Elections Appeals Body Committee may make rules regulating generally the practice and procedure of the election tribunals with respect to the presentation and trial of election petitions, including rules as to the time within which any requirement of the rules is to be complied with;
 - and as to the costs of and incidental to the presentation and trial of the election petitions and;

- as to the fees to be charged in respect of proceedings therein, and;
 - generally as regard to the matter relating thereto as the Elections Appeals Body Committee may consider necessary or desirable.
9. A petitioner shall not withdraw an election petition without written notification to the Elections Appeals Body Committee.
10. Where an election petition is presented by two or more petitioners, an application to withdraw the election petition shall not be considered except with the consent of all the petitioners to it.
11. The Elections Appeals Body Committee may, upon the withdrawal of an election petition, make such order as to costs as it may consider just.
12. Once the sole petitioner dies, then subject to the provisions of these rules, no further proceedings shall be heard on the election petition.
13. The death of a petitioner shall not affect that petitioner's liability for the payment of costs previously incurred.
14. An election petition shall be tried and determined by the Elections Appeals Body Committee in the presence of witnesses. However, witnesses shall not be called to testify in the presence of other witnesses.
15. Where an election petition is not tried and determined within the period specified period of 3 months due to a failure by the petitioner to actively prosecute the petition, the Elections Appeals Body Committee shall dismiss the petition for want of prosecution.
16. The Elections Appeals Body Committee may adjourn the trial of an election petition from time to time and from place to place.
17. Subject to the provisions of these rules, the Elections Appeals Body Committee may in respect of the trial of an election petition, exercise such powers within its jurisdiction as it may deem appropriate.
18. On the trial of an election petition, a verbatim record of all evidence given orally in the trial shall be taken and transcripts of the record shall, at the conclusion of the proceedings, be delivered to the Elections Appeals Body Committee by the Registrar.
19. Witnesses shall be required to submit witness statements before they could be called for trial. On the trial day of an election petition, the Elections Appeals Body Committee may—
- (a) order a person who appears before the Elections Appeals Body Committee to have been concerned in the election to attend as a witness at the trial; and
 - (b) Examine any witness who is present at the trial although such witness is not called as a witness by any party to the proceedings, except that after the examination by the Elections Appeals Body Committee of a witness, the witness may be cross examined by or on behalf of the petitioner or the respondent.
20. Where a person has received a certificate of indemnity, and any legal proceedings are at any time brought against that person for any offence to which the certificate relates, the Committee having conduct of the case shall, on proof of the certificate of indemnity, stay the proceedings and may award to that person such costs as that person may have been put to in the proceedings.
21. At the conclusion of the trial of an election petition, the Elections Appeals Body Committee shall determine whether the respondent, or any other, and which, person, was duly elected, or whether the election to which the election petition relates was void or not, and the Registrar shall, as soon as is practicable, submit a copy of such determination to Council.
22. Where the Elections Appeals Body Committee determines that the respondent was duly elected, the election shall be and remain valid.
23. Where the Elections Appeals Body Committee determines that the respondent was not duly elected but that some other person was duly elected, that other person shall be deemed to have been elected accordingly.
24. OK. Where the appeals body determines that the respondent was not duly elected, and that no other person was duly elected, at the election concerned, the vacancy in respect of which that election was held shall be deemed to continue until duly filled.
25. Where a determination alters the results of an election as previously declared, the Committee shall publish the results as so altered.
26. Where it appears to the Elections Appeals Body Committee upon the trial of an election petition that any corrupt practice or illegal practice has been committed by any person in connection with the election to which the election petition relates, the Elections Appeals Body Committee shall, at the conclusion of the proceedings, prepare reports stating;
- (a) the evidence given in the proceedings in respect of the corrupt practice or illegal practice; and
 - (b) the names and particulars of any person by whom the corrupt practice or illegal practice was, in the opinion of the Elections Appeals Body Committee committed.
27. The Registrar shall deliver a copy of every report prepared by the Elections Appeals Body Committee to the EIZ Council.
28. The Council shall, after receiving a nullification notice call for an extra Ordinary Meeting to fill that vacancy that was invalidated.

END

AGM attendance list 2024

PHYSICAL ATTENDANCE

S/N	SURNAME	FIRST NAME
1	AGBERAGBA	VALORIE
2	BANDA	CLEMENT
3	BANDA	FLOYD
4	BANDA	ASIFIWE
5	BANDA	BRIDGET BWEMBYA
6	BANDA	KONDWANI
7	BANDA	AMOS
8	BANDA	ROYD
9	BANDA	LYFORD
10	BANDA	MARTHA
11	BANDA	NEWTON MUNAILWA
12	BBILIKA	SAMUEL
13	BESA	BUNDA
14	BOWA	MWANGO VICTOR
15	BOWA	CHILALA KOOKOMA
16	BWALYA	THERESA
17	BWALYA	VICTORIA
18	BWALYA	MUTALE EMMANUEL
19	CHABALA	MUBANGA
20	CHABALA	SILVANUS
21	CHABALA	DAVID PANDEKI
22	CHALI	GADGE KATONGO
23	CHANDA	PRINCE
24	CHANDA	HOPE
25	CHANDA	LINUS
26	CHANDA	CHILESHE
27	CHANDA	EMMANUEL
28	CHANDALALA	JOSEPH
29	CHANGWE	ARNOLD
30	CHANSA	NAMBALA
31	CHAYO	BENJAMIN
32	CHELLA	ROBERYSON
33	CHIBAWE	MUSA
34	CHIBESA	LARKSON
35	CHIBIWA	GIBSON
36	CHIFUNDA	JACOB
37	CHIFUNGULA	BRENDA
38	CHIKANDA	BENSON
39	CHIKONDE	MWANSA
40	CHIKONKOLO	YORAM
41	CHIKWANDA	ERNEST

S/N	SURNAME	FIRST NAME
42	CHILALA	CHEEPA
43	CHILALA	MWAKA
44	CHILALA	LATO
45	CHILESHE	KELVIN
46	CHILESHE	TRACY
47	CHILOMBO	KAOMA
48	CHILONGO	BETY
49	CHILONGU	GIDSON
50	CHILUFYA	REAGAN
51	CHILUNDU	BURTON
52	CHILVNDIKA	HOWARD
53	CHIMFWEMBE	EXENOS
54	CHIMUKA	BOBBY
55	CHINGOBE	BELLA
56	CHIPANTA	KASUBA
57	CHIPEPO	GABRIEL
58	CHIPETA	TAONGA L.G
59	CHIPOMA	KENNEDY
60	CHIPUMA	MWAPE
61	CHIPUNGU	DOUGLAS
62	CHIRWA	ISAAC
63	CHISALA	GEORGE
64	CHISANGA	LUCY
65	CHISENGA	JOMO
66	CHISENT	CLEMENT
67	CHISHIBA	ORLEANS
68	CHISHIMBA	FELIX
69	CHISILA	CORRENCE
70	CHISONGO	GERALD CHUPA
71	CHITALIMA	JOSEPH
72	CHITAMBO	ERIC CHIBUYE
73	CHITENGI	FLOYD
74	CHITIMUKULU	BWEMBYA
75	CHITIMUKULU	ATKINSON
76	CHIWALA	BERNARD
77	CHIZINGA	GERALD
78	CHOMBA	BRANDON
79	CHOMBA	MUSENGE
80	CHONGO	SAM
81	CHONGO	CHANSA
82	CHONGO	WILSON ELIJAH

S/N	SURNAME	FIRST NAME
83	CHULU	YORAM
84	CHULU	MUSONDA
85	CHUNGU	RICHARD
86	CHUNGU	CHIKUMBI
87	CHUNGU	MUBANGA
88	CHUTU	BRIAN
89	DAKA	DISMAS
90	DAVIS	KUNDA
91	DINGA	PRISCILLA
92	DOMBOLA	EDWIN
93	DRYTON	LAMBWE
94	FIKOLOMA	SITHABISO MASHEKE
95	FOLOSHI	ABIGAIL
96	FUMPA	ABEL
97	GONDWE	ALICK
98	GONO	TAMUGWA
99	HAAMUMBA	LUSHOMO
100	HAMAUNDU	MULYATA
101	HAMBAALE	TENDAI
102	HAMBWAZA	OSBORNE
103	HAMPEYO	LEO
104	HAMULEKWA	EMENT
105	HAMWAKA	MAINZA
106	HIKAPAMBA	VITAS
107	HIMWIINGA	MWEENE
108	JERE	JAMES
109	JIMAIMA	PHANUEL
110	KABALUBE	JOSEPH
111	KABEMBA	ALVIN
112	KABWATA	JUSTION LUYANDO
113	KABWE	MWENYA
114	KABWE	BELLINGTON
115	KAFUMUKACHE	BRADFORD
116	KAFUNGWA	RITA
117	KAFUSHA	EVANS CHANSA
118	KALABA	GIFT
119	KALASA	STELLA
120	KALENGA	HOLMES
121	KALIBA	CHABOTA
122	KALIWILA	MWENYA
123	KALUBA	WESLEY
124	KALUBA	HARRY
125	KAMANGA	RUSSEL
126	KAMBIMBI	MICHAEL
127	KAMBIMBI	SELINA
128	KAMPAMBA	FELISTY
129	KAMPOMPO	FERGUSON

S/N	SURNAME	FIRST NAME
130	KAMVUMA	BRIAN
131	KAMWI	ETHEN
132	KANBANJI	PATRICK
133	KANCHEYA	SAILI
134	KANCHULE	CHANGALA
135	KANGWA	RICHARD M
136	KANGWA	LINDA
137	KAONGA	LAMECK
138	KAONGA	CONSTANCE
139	KAPAMBWE	DANIEL
140	KAPATA	CHRISTOPHER
141	KAPENDA	JOHN
142	KAPILYA	RICHARD
143	KAPOLOBWE	GAVIN
144	KAPONDE	DAUKEYA CELINE
145	KASAMPI	PATRICK
146	KASANDA	NOAH
147	KASEMPA	DOROTHY
148	KASHIMBA	DUNCAN
149	KASHOLE	PATRICK
150	KASHWEKA	KAMEYA
151	KASOMA	ANDREW
152	KASONDE	MWANGO SAMUEL
153	KASONDE	JULIAN KALUBA
154	KATAMFYA	MAUREEN PIYAKATI
155	KATODIKA	ERNEST
156	KATONGO	CRISPIN
157	KAUNDA	WILLIAM
158	KAUNDA	GEOFFREY
159	KAUTI	MWESHI
160	KAWIMBE BWALYA	EUPHEMIA
161	KAYUKA	NGAMBO
162	KAZEMBE	LEONARD
163	KAZEMBE	NATHAN MUKULA
164	KIPRIOS	TOMMY
165	KOLOMBO	WHITNEY
166	KUMWENDA	GODFREY
167	KUNDA	DAVIS
168	KUSENSELA	LESA
169	KUZANGA	KAJIBA
170	LAMYA	RODRICK MULENGA
171	LIKETO	PERRY
172	LIKONGE	HASTINE
173	LISWANI	AKAPELWA
174	LOONGO	HENRY
175	LUBEMBA	RYAN
176	LUBINDA	NOSIKU

S/N	SURNAME	FIRST NAME
177	LUMBUKA	DICKSON KABINDO
178	LUNGU	CUTHBERT
179	LUWI	KOSAM
180	LUYRIA	GARY
181	LWANDO	RUTH
182	LYANDENGA	PATIENCE
183	MACHAYA	LUNDA
184	MACHELE	TIWONGE
185	MADUBEKO	MUNASIBUTULU
186	MAIBALE	ENESI
187	MAKASA	SUNDAY
188	MAKASHINI	MWANIDA
189	MALAMA	CHILAMBWE
190	MALAMA	LAVENDER
191	MALOZA	MAHAKU
192	MALUBILA	STEPHEN MBONSHI
193	MALUMANI	LEVIOUS
194	MALUMBE	EMMANUEL
195	MALUPANDE	KELVIN
196	MALUPENGA	CHILAMO PETER
197	MALUZA	SAMSON
198	MANDA	ELIZABETH
199	MANDONA	INNOCENT
200	MANGHWA	MARTI
201	MANIMANI	STEVEN
202	MAPANI	MASSI
203	MAPOSA	EVERISTO
204	MASALA	FELIX
205	MASANZA	MUSOMPA
206	MASUPELO	CAROLINE
207	MATALE	MANYANDO
208	MAUTA	EVANS
209	MAYUMBELO	MEMORY
210	MBAMBO	DUMISILE LLOYD
211	MBANDO	ALFORD
212	MBAO	ELIJAH
213	MBAO	HUMPHREY
214	MBEWE	EDWARD
215	MBEWE	MISHECK
216	MBEWE	GILBERT
217	MBILIKA	JAVERN CHALI
218	MBULO	FEBBY
219	MBUTA	MOSES
220	MHANGO	DALISTO
221	MHANGO	JAIROS
222	MHONE	GOMEZYO
223	MITEWA	ANDREW

S/N	SURNAME	FIRST NAME
224	MITI	DORICA
225	MIYAMBO	ESTATITUS
226	MIYKWINDI UININELA	NICOLE
227	MOONGA	MILAMBO
228	MPOLWA	SYDNEY
229	MPUNDU	FRANK
230	MPUNDU	PUMZA
231	MSISYA	ALINANI
232	MSONI	DOMINIC
233	MTONGA	JEFF
234	MUBANGA	PHILLIP ALFRED
235	MUBANGA	BRIVEN
236	MUBUYAETA	GABRIEL
237	MUCHELE	ASTRIN
238	MUCHELE	ASTRIN
239	MUCHIPU	GIVEN
240	MUDENDA	SYDNEY
241	MUGALA	GIBSON
242	MUGALA	TAYANA
243	MUHAU	CHRISTOPHER
244	MUKABE	YOHANE
245	MUKAPE	WENDY NAMBULE
246	MUKENA	BESTY
247	MUKONKA	STRUCK
248	MUKUKA	OSCAR
249	MUKUNTA	GIBSON
250	MULELA	RENOX HABEENZU
251	MULENGA	CLEMENT
252	MULENGA	CHILAMBWE
253	MULENGA	BARON
254	MULENGA	GEOFFREY
255	MULENGA	MUSONDA
256	MULENGA	CHANDA
257	MULENGA	VINCENT
258	MULENGA	LEWIS
259	MULENGA	NATASHA
260	MULEYA	ELIAS
261	MULIKITA	KILDARE LAZAROUS
262	MULINDWA	HECTOR
263	MULUSA	WILLIAM
264	MUMBA	FRANK
265	MUMBA	MOSES
266	MUMBA	DAVID
267	MUMBA	ANESU
268	MUMBA	DOUGLAS MLENZU
269	MUMBA	MATHIAS
270	MUMBA	FRANK

S/N	SURNAME	FIRST NAME	S/N	SURNAME	FIRST NAME
271	MUMBI	CHILESHE ADRIAN	318	MUYUNDA	SAKUBITA
272	MUNAKOMBWE	GEORGE	319	MUZABE	GEOFFREY
273	MUNDENDE	PULE	320	MUZIYA	KENCY
274	MUNGALABA	ALFRED	321	MUZYAMBA	ACKLON
275	MUNSANJE	ELLIOT N	322	MWABA	ERNEST
276	MUNSANJE	BUSIKU M	323	MWABU	WEBBY
277	MUNTHALI	BRIGHT	324	MWALA	LUFWENDO
278	MUPETA	BUKATA	325	MWALE	FRANCIS
279	MUSABA	GLADUS	326	MWALE	SAMUEL
280	MUSAYA	JOSHUA	327	MWALE	EDITH
281	MUSEBA	CEPHAS MWILA	328	MWALE	BARNABAS
282	MUSELEPETE	LANGAMU MICHAEL	329	MWALE	MANJA
283	MUSENGE	ERNEST	330	MWALE	PATRICK
284	MUSHIU	KEBBY	331	MWALULA	YOBE
285	MUSOMA	MUKUKA	332	MWAMBA	BERTHA
286	MUSONDA	DERRICK	333	MWAMBA	MEMORY
287	MUSONDA	ELIJAH	334	MWAMBA	JAMES
288	MUSONDA	NTALO	335	MWAMBENI	MOSES
289	MUSONDA	MUNSHYA	336	MWANAPABO	GEORGINA
290	MUSONDA	WILSON	337	MWANGILWA	FRANK
291	MUSONDA	CHIMFWEMBE	338	MWANSA	BODRICK
292	MUSONDA	BWALYA	339	MWANSA	PATRICK
293	MUSONDA	KENNEDY	340	MWANSA	JACYNTHA
294	MUSONDA	SHARON	341	MWANZA	KALUMA
295	MUSONDA	COMFORT	342	MWANZA	OZIAS
296	MUSONDA	KENNEDY	343	MWANZA	PETER
297	MUSUNGA	CATHERINE	344	MWANZA	DONALD
298	MUTALE	CONSTANTINO	345	MWANZA	BETHSHEBA CHANGWE
299	MUTALE	CHIMFWEMBE	346	MWAPE	RODGERS
300	MUTALISHA	RABECCA	347	MWAPE	SIMON
301	MUTAYOMBA	JOSEPH	348	MWAULWA	LONDON
302	MUTEMBA	MAXIMO	349	MWEELA	FAITH
303	MUTEMDE	KAUMBA	350	MWENSHI	KENNEDY PAUL
304	MUTIMA	CHIKASA	351	MWENYA	SEBASTIAN
305	MUTINTA	BRIAN	352	MWENYA	HELLEN
306	MUTUMBA	EDWARD	353	MWENYA	ANDREW
307	MUTWALE	AMOS	354	MWEWA	ISAIAH
308	MUUNGO	MOONGA VYNE	355	MWICHE	BUSUMA BONGANI
309	MUVWANGA	REASON	356	MWIINGA	EVARISTO SIMON
310	MUWANEI	BRIAN M	357	MWIINGA	MAINZA
311	MUWOWO	BRIAN	358	MWIINGA	STEVEN
312	MUWOWO	EDGAR	359	MWILA	DERRICK CHISALA
313	MUWOWO	PHILLIP	360	MWILA	KABO HELEN
314	MUWOWO	STAN	361	MWINDULA	SAMUEL
315	MUYAWALA	KANYANTA	362	MWIYA	JESSY
316	MUYAWALA	MUNDIA	363	NACHILYANGO	INGRID
317	MUYENGA	MOSES CHINYAMA	364	NAKANYIKA	PRECIOUS

S/N	SURNAME	FIRST NAME
365	NAMAKANDA	ELIZABETH KYULABANTU
366	NAMAKANDO	CHRISPIN
367	NAMONSE	KABWE
368	NAMUSHI	IMBUWA
369	NANJELA	GLORIA NACHIE
370	NAYAME	MARY
371	NAYAME	EMILY
372	NAZAMBANI	PETER
373	NCHEMBA	GODFREY
374	NDABA	LIFTERX
375	NDALAMA	HUMPHREY SIAME
376	NDOSO	PRESLEY
377	NDUMBA	TELFER
378	NGÁNDU	ABEL
379	NGOMA	JOSEPH
380	NGOMA	PEARSON
381	NGOMA	KALENGO
382	NGOMA	THOMAS
383	NGOMI	BENJAMIN
384	NGONDA	LICAH
385	NGULUBE	RABSON
386	NGULUBE	VERNON
387	NGÚMBA	RUTH
388	NG'UNI	KONDWANI
389	NJOBVU	JEREMIAH
390	NJOBVU	JOHN JEREMIAH
391	NKHATA	DUMISANI
392	NKOLE	BENNY
393	NKOLE	GEOFFREY
394	NKOMBA	PETER
395	NSEFU	MICHAEL KALUMBU
396	NSHINDANO	PETER
397	NTALI	PAUL ZYAMBO
398	NYAMBE	MUBANGA
399	NYENGA	BRIAN
400	NYIRENDA	LUSUNGU
401	NYIRENDA	ELVIS
402	NYIRENDA	CHIZA
403	NYIRENDA	JAMES
404	NYIRONGO	HENRY
405	NZALA	ELESS
406	PHIRI	ROBERT CHENGATI
407	PHIRI	BRIAN
408	PHIRI	GEORGE
409	PHIRI	TIONGE LEWIS
410	PHIRI	ELIZABETH
411	PHIRI	TEDDY

S/N	SURNAME	FIRST NAME
412	PHIRI	LEVISON
413	PHIRI	CEASAR
414	PHIRI	HAGGAI
415	PHIRI	PETER
416	PHIRI	ABEL
417	PHIRI	LEXINA
418	PHIRI	PANDANI
419	SABO	MUBIANA
420	SACHELO	CHILUBA
421	SAKALA	CHRISTOPHER
422	SAKALA	CAROLINE
423	SAKALA	BENSON
424	SAKENI	WADDY
425	SALIKUMBI	LUCKSON
426	SAMBWA	NATASHA
427	SAMBWE	BERNARD
428	SAMPA	PRINCESS
429	SAMPA	LOMBE
430	SEMO	DAVID
431	SHAMANE	TASHA
432	SHARMA	SHAIENDRA
433	SHELENI	JACYNTHA
434	SHIMWENSE	NORAH
435	SHOLOKA	LARRY
436	SIADIBBI	MORRIS
437	SIAGUMPA	HARRISON
438	SIAME	WINFORD
439	SIAME	LUCKSON
440	SIAMINWE	LEVY
441	SIAMUZULU	MUUKA
442	SIAPENGA	ABBIAH
443	SICHALI	VICTOR
444	SICHONE	LAZAROUS
445	SIKALUNDA	LIFANU
446	SIKATIMA	SIYANA
447	SILAVWE	EVANS
448	SILAVWE	BOYD
449	SILOMBA	NKUSUWILA
450	SILUNGWE	GEOFFREY
451	SILUONDE	ZANGAH
452	SILUTONGWE	WEBBY
453	SILWIMBA	SUNDIE
454	SIMAMBWE	TAWANDA
455	SIMOOYA	MWEEMBA
456	SIMUKOKO	ABEL KELVIN
457	SIMUKONDA	MACLEANS
458	SIMUTILI	RONALD

S/N	SURNAME	FIRST NAME
459	SIMWABA	ABEL
460	SIMWANZA	NSUNGA
461	SIMWINGA	KALUSHA
462	SINGOGO	KENNY
463	SINKALA	KAPANZYA
464	SINONGE	JOHN
465	SINYANGWE	YORAM WILLIAM
466	SIPATELA	PATRICK
467	SITUMBEKO	MWIKISA
468	SITUNYAMA	LLEWELLYN
469	SIYANDA	MOSES
470	SOKO	SIMON
471	SOLE	MWANSA
472	SOMBE	ALLAN
473	SONDASHI	STEPHEN SILUYELE
474	SOOLE	WILLIAM
475	SPARK	JETHRO
476	SYANKYSULE	GIFT
477	TAMBWE	GABRIEL
478	TELEBWE	XAIVIER
479	TEMBO	MARY

S/N	SURNAME	FIRST NAME
480	TEMBO	PRINCE
481	TEMBO	ENOCK
482	TEMBO	YOHANNE
483	TEMBO	ALEX
484	TEMBO	SUNGENI
485	TEMBO	MICHAEL
486	TEMBO	ALICE
487	TENTHONI	IVOR
488	TIRANE	FLORENCE
489	TOWANI	DAVID
490	TSEMBETSEMBE	DEBBY
491	TSODZO	RUMBIDZAI
492	TUTU	DOUGLAS MWALIMU
493	TWENDA	CLEMENT
494	UGYE	RACHEL
495	WAKUNGUMA	MUTUNDA
496	WANGWE	KAPESI
497	ZIMBA	TAONGA L.G
498	ZULU	LHOZINDABA
499	ZULU	AUSTIN
500	ZULU	NYAWA

VIRTUAL ATTENDANCE

S/N	SURNAME	NAME
1	ANGOLILE	AMOS
2	BANDA	HANNAH
3	BANDA	HYDEN
4	BANDA	SELINA
5	BANDA	VICTOR
6	BWALYA	COASTER
7	BWALYA	GLADYS
8	BWALYA	KELLY
9	BWEMBYA	MWILA
10	CHABUKA	COLLINS
11	CHALI	MAMBWE
12	CHENSE	KENNETH
13	CHIBESA	KALUBA
14	CHIBOMBA	BRANDON
15	CHIINDA	WALLACE
16	CHILEKA	ALEX
17	CHINGELESHI	ISAAC
18	CHIPANGO	DAVIES
19	CHIPATELA	CHRISTOPHER
20	CHIPULU	CHIPULU
21	CHIRWA	JOHN MUMBA
22	CHONGO	MKHUZO

S/N	SURNAME	NAME
23	CHONGO	PILILA
24	CHONTO	ABIATHAR
25	CHUNGU	WEZI JERE
26	DAKA	BRIAN
27	GODFREY	MUWOWO
28	HAMACHILA	TILIMBOYI
29	KABUSWE	LEWIS
30	KAFWANKA	JACKSON
31	KAITE	KERMAN
32	KALUBA	WESLEY
33	KAMBIDIMA	TIMOTHY
34	KAMBUTA	THOMSON
35	KANGWA	MULENGA
36	KAOMA	MARTIN
37	KAPENDA	JOHN
38	KAPESA	EMMANUEL
39	KASHIMU	MUTALE
40	KAYEMBE	DESIRE
41	KAYEMBE	ELIZEE
42	KHONDIWA	HARTLEY
43	LUNGU	PHILIMON
44	MAKASA	NGOWANI

S/N	SURNAME	NAME
45	MAKUNGU	OLIVER
46	MALAMA	ELIAS
47	MALAMA	MOFYA
48	MALISAWA	JOSEPH
49	MASALA	FELIX
50	MASENGA	SEYA
51	MATIPA	CHANDA
52	MBUZI	DALITSO OLIVER
53	MHANGO	CHANDA
54	MITI	BENJAMIN
55	MITI	THOMAS
56	MPASA	CHISHIBA
57	MUCHELE	ASTRIN
58	MUCHELEMBWA	ENNIE
59	MULENGA	MUKUPA
60	MULENGA	SHULA
61	MULUNDU	CHALWE
62	MULUSA	WILLIAM
63	MUMBA	CHRISPINE
64	MUMBA	FAITH
65	MUNDENDE	PULE CALEB
66	MUNDIA	SILILO
67	MUNGAMBATA	SUNGA
68	MUNUNGWE	REUBEN KAPALA
69	MUSHINJI	KENNETH
70	MUSONDA	OBEDY
71	MUTALE	ISHMAEL
72	MUTIMA	CHIKASA
73	MWABA	ERNEST
74	MWAIFUNGA	ASAJILE ISAIAH
75	MWIINGA	OHLUYWE
76	NAKANYIKA	SARAH
77	NDABANDABA	GABRIEL
78	NDASHE	ABRAHIMS
79	NGOMA	LAWRENCE
80	NGULUBE	RABSON
81	NOMAYI	BRANDO
82	NYIRENDA	LUSUNGU
83	NYIRENDA	UCHIZI
84	NYUNDU	KENNETH
85	PHIRI	CHANIZGA
86	PHIRI	PAULINE
87	SAKAVUYI	LOUISE
88	SANWA	MUSENGA
89	SHAWA	WALLACE
90	SIAME	NAMWINGA
91	SIKOMBE	ANDERSON

S/N	SURNAME	NAME
92	SILUONDE	ZANGAH
93	SIMBEYE	GANIZANI
94	SIMBEYE	WHITESON
95	SIMFUKWE	MICHAEL
96	SINKAMBA	OMBANI
97	TEMBO	JOSEPH
98	TEMBO	RODRICK
99	TUNTEPE	JOSEPH
100	WANGWE	KAPESI
101	ZIMBA	RACHEL
102	ZIWA	IGNATIUS
103	ZULU	EDWARD



Committee reports

Policy, public relations and national development committee report

1. INTRODUCTION

The Policy, Public Relations and National Development Committee of EIZ Council is responsible for, among other duties, the development of programs for the advancement of engineering profession, advancing EIZ cooperation with other institutions in advancing public recognition of the engineering profession and to advance EIZ position as an advisory institution to the nation on engineering matters.

This Report gives account of the activities undertaken the year 2024.

2. QUALITY MANAGEMENT SYSTEM:

The Institution began the implementation of the Quality Management System ISO 9001 in 2022 .The preparations for and external audit would begin in February 2025 as commencement to final application for certification to ISO 9001.This process will lead to certification expected to be done in June 2025.Below is the implementation plan that was followed through out the implementation period.

QMS Development and Implementation Master Plan

No.	Task Name	Start	Finish	Comment
1	Appointment of QMS Manager	Wed 1/4/20	Tue 16/06/20	DONE
2	ISO 9000 standard awareness to employees	Fri 16/10/20	Sat 31/10/20	DONE
3	Conduct gap analysis	Mon 9/11/20	Mon 9/11/20	DONE
4	Appointment of management representative	Mon 16/11/20	Fri 20/11/20	DONE
5	Approval of implementation plan	Mon 16/11/20	Fri 20/11/20	DONE
6	QMS policy	Wed 1/4/20	11/01/21	DONE
6.1	Development	Wed 1/4/20	Fri 11/12/20	DONE
6.2	Approval	Fri 11/12/20	Thurs. 24/12/20	DONE
6.3	LAUNCH OF POLICY	Mon 11/01/21	Mon 11/01/21	DONE
7	Document control procedure	Wed 1/4/20	Thurs. 24/12/20	DONE
7.1	Development	Wed 1/4/20	Fri 11/12/20	DONE
7.2	Approval	Fri 11/12/20	Thurs. 24/12/20	DONE
8	General procedures	23/11/20	Mon 19.03/21	DONE
8.1	Development	Mon 23/11/20	Fri 26/02/21	DONE
8.2	Approval	Fri 11/12/20	Fri 19/03/21	DONE
9	Development of business unit specific procedures	Mon 4/01/20	No end date	DONE
10.1	Search and appointment of qms focal personnel in units	Mon 23/11/20	Fri 11/12/20	DONE
10.2	Conduct training for focal personnel	Mon 14/12/20	Fri 18/12/20	DONE
11.1	Search and appointment of lead auditor from within the organisation	Mon 23/11/20	Fri 29/01/21	DONE
11.2	Search and appointment of internal auditors	Mon 23/11/20	Fri 29/01/21	DONE
11.3	Procure and conduct internal auditors training	Mon 1/02/21	Fri 26/02/21	DONE
11.4	Internal audit	Mon 22/03/21	Mon 26/03/21	DONE
12	First management review	Mon 29/03/21	Wed 31/03/21	DONE
13	Corrective action of Non-Conformances	10/2023	No end date	ongoing
14	Second Internal Audit	07/2024	30/07/2024	Initiated
15	Corrective action of Non-Conformances	01/08/2024	No end date	ongoing
16	Corrective action of Non-Conformances	01/11/2024	No end date	ongoing

No.	Task Name	Start	Finish	Comment
17	External Audit	01/02/2025		

3. THE INTERNATIONAL ENGINEERING ALLIANCE COMMITTEE (IEA)

1.1 The Joint Working Group(JWG) for IEA and ECSA was constituted to superintend over the implementation of the mentorship process. The Institution further drafted an SI and submitted to the Ministry of Education awaiting further guidance .The SI would operationalise the accreditation mandate for engineering programmes where EIZ will be required to approve all engineering programmes at Institutions of Higher learning under the auspices of HEA.

1.2 During the period under review EIZ and ECSA renewed their working relationship through the signing of another MOU extending the collaboration for another 5 years.

1.3 Below is the detailed worplan for the JWG.

Date	Activity	Responsibility	Status
03.07.24 - 05.07.2024	Drafting Accreditation Policies, Criteria and Standards,	EIZ-Accreditation Body	Done
10.07.24 - 23-08-2024	Meeting with Universities and Stakeholders in education on Policy direction for engineering education by EIZ. <ol style="list-style-type: none"> Engagement of the School of Mining at Copperbelt University(Prof. John Siame) Engagement of the School of Engineering Mulungushi University (Greyard Tembo) School of Mines and Engineering University of Zambia (Dr Bunda Besa and Dr. Micheal Mulenga) 	EIZ-IEA Working Group 1 st Role players include three public universities (and four programmes= 1 CBU, 1 MU, 2 UNZA) that will pioneer the Washington Accord accreditation in Zambia.	Done
25.07.24 - 15.09.2024	Meetings with the Ministry of Education and Higher education Authority for discussion on the Statutory Instrument and appointment of the accreditation body. <ol style="list-style-type: none"> Presentation of the Draft MOU to HEA as an interim measure. Draft concept of the accreditation body and terms of references. Meeting with Ministry of education on the accreditation body and SI Draft letters of appointment of the accreditation body 	EIZ 2 ND role players include the government and higher education authority to finalise the discussion and legislation regarding the independence of the EIZ related to the accreditation of engineering programmes in Zambia.	Done-Meeting with the Ministry of Education and HEA will further be on an ongoing basis.
30.08.24	EIZ/ECSA Meeting	EIZ/ECSA	Quarterly meeting to assess progress-Ongoing
16.09.24 – On going	Capacity building in the development & implementation of the accreditation criteria, standards and policies.	EIZ /IEA Working Group, Accreditation Body /ECSA	Done
24.08.2024	Accreditation Observation Mission in RSA <ol style="list-style-type: none"> University of South Africa (UNISA) 	EIZ/IEA Working group	Expected to take place on 25 th ,26 th and 27 th March 2025 at UNISA
01.09.2024	Introduction of OBE in Zambian Universities.(Workshop)	EIZ/ECSA Adaptation to the WA accord requirements through educational experts training/ workshop. As part of the ECSA mentorship process, this workshop will be delivered by ECSA to provide the knowledge to the EIZ and the selected universities	Done

Date	Activity	Responsibility	Status
01.03.2024 – 30.08.2024	Execution of action plan	EIZ	Ongoing- Application being prepared for submission
Jan 2025 – March 2025	Mock/ Provisional accreditations of Zambian University's engineering programmes.	EIZ/ECSA	Scheduled
April 2025 – June 2025	Compilation of final application documentation and submission to EIA. (Section B.2.1 of the IEA Accord Rules and Procedures)	EIZ/ECSA	Scheduled

4. CHARGE OUT RATES (COR)

The Institution conducted the charge out rates impact assessment in order to understand the ramifications of introducing charge out rates on engineering services. The EIZ was further invited by the Minister of Infrastructure to discuss the matter. During the said meeting, the EIZ Delegation was requested to make revisions and regional comparisons on the proposed charge out rates. This information was resubmitted to the ministry for further guidance.

5. INFRASTRUCTURE REPORT CARD (IRC)

During the period under review, the Committee considered the revision of the Infrastructure Report which informed the inventory and status of public infrastructure in the Country. This matter was deferred as it required substantial financial resources to be implemented.

6. FRANCK FERGUSON SCHOLARSHIP

The Irish embassy, in partnership with the Engineering Institution of Zambia and the University of Galway, established a Frank Ferguson Fellowship award that would fund one successful Zambian candidate each year to study at master's level of selected engineering programmes in Ireland.

During the period under review, the trio engaged in discussions to enhance collaboration and increase the number of scholarships which were awarded under Frank Fergusson. The EIZ would do a concept of the intended collaboration and the expected implementation.

This collaboration would lead to education exchange programs, enhance research in various thematic areas arising from the challenges that the country was facing and could be resolved with Engineering solutions. The concept was submitted and awaiting further engagement.

7. EIZ /NCC MEETINGS AT BRRA

The Institution had been appearing before the Business Regulatory Review Agency owing to the perceived duplication of regulatory functions between EIZ and NEC in regulating contractors.

The Institution was requested to submit its position physically to the Minister of Infrastructure. This was followed by a formation of a working group to come up with a position to harmonise the operations of the two Institutions.

Both Institutions submitted their positions to the ministry through BRRA and the Ministry of Commerce for further guidance.

8. EIZ ACT REVIEW

The Institution began the internal review of the EIZ Act No. 17 of 2010 to ensure that it remained relevant and responsive to the evolving needs of the engineering profession in Zambia. This process is expected to conclude by June 2025.

9. LUSAKA NDOLA DUAL CARRIAGE WAY

The Institution engaged RDA on the construction of the Lusaka Ndola dual carriage way, this engagement was intended to appreciate the way the project was being implemented. The two Institutions continued to collaborate on the project in order to ensure that the project was executed as intended from the engineering perspective.

10. EIZ SCHOLARSHIPS

The Institution continued supporting the 10 scholarships which were running and would continue to innovate and find ways of enhancing membership benefits through similar initiatives.

11. ADVISE TO GOVERNMENT/PARLIAMENT

The Institution continued to receive requests from government and government Institutions as mandated by the EIZ Act. Below is a summary of the requests received during the period under review.

11.1 World Skills Africa 2025

Zambia was awarded the right to host World Skills Africa 2025. In view of this, TEVETA reached out to EIZ to among other things request for support to Worldskills Zambia in securing attachments for competitors and also to help supervise the construction of the competition DOME at LIBES in Livingstone. This activity has since been postponed to take place in August 2025.

11.2 Ministry of Infrastructure on Engineering Solutions to the Effects of the Drought

The Institution received a request from the Ministry of Infrastructure requesting for advice on the mitigation of the effects of the Drought. The Committee was constituted and the advice note was concluded and submitted on Wednesday 15th May 2024.

11.3 National JETS Fair

The National JETS Fair under the Auspices of National Science Center sent a request to the EIZ to partner in the hosting of the National JETS Fair which was held in August at the National Science Center. The Institution was represented by the Vice President MCPD and the LusakaBranch Chairperson.

11.4 Engineering Energy Committee

The Committee facilitated a series of meetings of the Engineering Energy Committee (EEC) and drafting of the final energy crisis committee report on proposed solutions to the electricity crisis. This report was submitted to the Ministry of Energy, Ministry of Infrastructure and the PDU.

11.5 2025 National Budget Head 54

The Parliamentary Committee on Transport, Works, and Supply was considering the 2025 Budget estimates for the Ministry of Infrastructure, Housing, and Urban Development Budget (Head 54). In undertaking this task,the Committee invited the Engineering Institution of Zambia (EIZ), to provide a budget analysis for the Ministry in line with its mandate .This submission was made to parliament in December 2024

11.6 Zambia Institute of Quantity Surveyors Bill of 2024

The Institution received a request from the Committee of works and supply to comment on the ramifications of the ZQS Bill of 2024 and make recommendations. This submission was made in August 2024

11.7 Management of Rail Transport

The Institution received a request from the Committee of works and supply to comment on the management of Rail transport in Zambia and make recommendations. The Submission was made in December 2024

12. PUBLIC RELATIONS

12.1 Introduction

The Communications and Public Relations Department executed various activities to enhance visibility, stakeholder engagement, and institutional growth. Key efforts included media coverage, social media management, event coordination, and membership interaction. The department also identified challenges such as website inefficiencies, and mobility constraints, which affected some operations.

12.2 Media Coverage and Publicity

The department facilitated multiple media interviews for the Institution, covering key topics such as engineering solutions for cholera, financial management for engineers, climate change, and infrastructure development. Significant media engagements included interviews with Times of Zambia, Daily Mail, ZNBC TV, Diamond TV, Muvi TV, Prime TV, and various radio stations such as Hot FM, Phoenix, Christian Voice, Icengelo, Yar FM, Rock FM and Millennium Radio, among others.




Media platforms were also used to highlight key engineering events, including World Engineering Day, Africa Engineering Week, and the Zambia Agricultural and Commercial Show. The department ensured wide media coverage for stakeholder engagements policy discussions, and institutional initiatives such as the Technical Audit

of the Lusaka-Ndola Dual Carriageway, EIZ’s role in the 2025 World Skills Africa Competitions, and collaborations with ZESCO on solar installations.

12.3 Social Media and Digital Growth

The EIZ social media presence significantly expanded in 2024, with Facebook reach growing from 150.2K to 6.53M. The page also gained more followers, reaching 57K by the end of the year. Instagram, Twitter, LinkedIn, and YouTube also experienced steady growth, with LinkedIn reaching 7,693 followers and YouTube accumulating 451 subscribers.

The following table shows social media growth in 2024;

					
57K	6.53M	1,344	2,268	641	
Followers	Reach	Followers	Reach	Followers	
56.8K	872.4K	1,328	1,653	639	
Sep	Sep	Sep	Sep	Sep	
48.3K	212.3K	1,298	475	629	
Jun	Jun	Jun	Jun	Jun	
46.2K	150.2K	1,230	670	592	
Mar	Mar	Mar	Mar	Mar	

To further enhance digital engagement, the department produced various digital content, including graphics, videos, and online campaigns.

Notable initiatives included:

- A membership renewal campaign, featuring radio and TV jingles, social media reminders, and bulk messaging.
- Frequent advert placements, with over 136 advertisements designed and published across platforms.
- Increased use of video content on YouTube, encouraging members to follow EIZ’s digital platforms.

12.4 Publicity, media relations and event management

EIZ actively organized and publicized several high profile events and partnerships, ensuring the institution’s visibility and influence.

Key activities included:

- Signing MoUs with the Department of Immigration (January 10) and Truckers Association of Zambia (January 14) to enhance professional scrutiny and certification.
- Courtesy calls on the Secretary to the Cabinet, TAZAMA, Army Commander, Israel Ambassador, and Tanzanian High Commissioner.
- World Engineering Day Celebrations (March 4), which included career talks, technical tours, and media engagements.
- Women’s Day Initiative (March 8), where EIZ donated groceries to Chimbokaila Women’s Prison.

- Northern and Southern Region AGMs (March 16 and 23), supported by media coverage and speech preparations.
- Annual General Meeting and Symposium (April 18-20), which was widely publicized, including the production of a documentary aired on ZNBC TV.
- Exhibitions at the Copperbelt Motor Show (May 10-12) and CAMINEX (May 28-30), where EIZ won 2nd place in the Best Regulator Organization category.
- Zambia Agricultural and Commercial Show (August), where EIZ won 2nd place for Best Regulatory Exhibit and 3rd place for Best Innovation Exhibit.
- The department organised the Reviewers' Camp held in Kabwe from 30th January to 1st February 2024. The reviewer's camp was held to review papers for the 2024 Symposium to be held in Livingstone on 19th April 2024.

12.5 Communication and publicity for 2025 membership renewals

In the period under review, the department began a renewal campaign through various communication channels. Some of the following tactics were employed to enhance communication:

- Jingles and adverts on radio and TV stations
- Article in the Engineering Matters Column, Daily Mail
- Adverts in the newspapers
- Advert on Mwebantu social media page
- Did you know adverts on social media
- Landing page on the website
- Frequently Asked Questions on renewals
- Reminder emails
- Bulk messaging
- Daily direct phone calls to members.

12.6 Call Centre – June to December

The engagement of the Call Centre Agent has improved member relationships and improved service delivery. In the period under review, a total of 1,618 calls were handled.

Most Frequent Query: How to upgrade membership and pending membership application

Handling email queries

With access granted to institutional emails, the Call centre agent has commenced responding to member queries sent through email and escalating complex issues to respective departments.

12.7 Publications and Advertising

The Engineering Echo magazine continued its regular publication, with Issues 66 and 67 released and shared with members. In the period under review, the department circulated 285 adverts to stakeholders and members.

12.8 Daily Mail Column

The Engineering Matters column in the Daily Mail run by the Public Relations Manager, featured insightful articles covering engineering regulations, economic growth, and innovation.

Some of the topics covered included:

- Engineering without leaving any skill behind
- Shaping the future of every engineering professional
- Every engineering professional, a mentor
- More engineers for a constantly changing world
- World Engineering Day: Celebrating great visionaries that shape the world
- EIZ AGM to usher in new council
- Eng. Wesley Kaluba is new EIZ president
- EIZ and government cut deal for local contractors
- Engineering: Key to unlocking opportunities for growth
- Engineering regulation: Championing economic growth
- Celebrating a constellation of formidable women
- Creating a competitive future through engineering
- EIZ's role in hosting the 2025 World Skills Competition
- Championing innovations towards the energy crisis
- Heed to our technical advice, EIZ calls on stakeholders
- Africa Engineering Week: Fostering engineering excellence in the African region
- EIZ continues conducting technical audits on the Ndola-Lusaka dual carriageway
- EIZ calls for stricter enforcement of mining regulations by all stakeholders

12.9 Press statements and Releases

To strengthen public relations and stakeholder awareness, the department also released several press statements throughout the year.

These were on the following headlines:

- EIZ Mobilizes Experts for Energy Crisis
- EIZ Calls for Stakeholders to Heed Technical Advice
- EIZ Condemns Illegal Mining Activities
- EIZ Refutes Claims on Licensure Exams
- EIZ to Accredit Solar System Installers for Net Metering
- EIZ Calls on Stakeholders to Heed Technical Advice (Comment on Society Business Park)

12.10 Corporate Social Responsibility and Scholarships

EIZ strengthened its social impact initiatives by facilitating charity donations and scholarships. Notable contributions included:

- • Donation to Kafue District Health Office (August 21) to support people living with disabilities.
- Awarding of a scholarship (August 27) to Grade 11 student Barnabas Chiti, supporting his dream of studying engineering.
- Benevolent Fund disbursements to assist members facing financial hardships.

12.11 Publicity for Technical Audits and Engineering Oversight

The department played a key role in providing media relations and publicity for the technical assessment of the Lusaka-Ndola Dual Carriageway (September 17-19), ensuring transparency and quality in engineering projects.

Other oversight activities included:

- Mining and Investment Insaka exhibition, (October 7-11), where EIZ provided technical insights.
- Africa Engineering Week, which promoted engineering excellence and innovation across the country.

12.12 Formulation of the Marketing Communication Strategy

The department formulated the Marketing and Communication Strategy to ensure consistent and effective communication to all stakeholders.

12.13 Recommendations

- Improve Membership Services – Streamline registration processes,
- Enhance Call Center efficiency, and provide more training on online platforms.
- Boost Mobility & Logistics – Acquire a dedicated vehicle for outreach programs and media engagements.
- Develop a Digital Storage System – Establish a server for institutional media content to improve accessibility and archiving.
- Decentralise information to other provinces
- Intensify renewal messages through rural radio
- Create technical libraries and resource centres with paid

access to premium content.

- Enhance media partnerships: Create a great rapport with Editors leading to increased media presence and save money on paid-for programmes.

Conclusion

The Communications and Public Relations Department played a critical role in enhancing EIZ's public image, stakeholder engagement, and digital presence throughout 2024. By leveraging traditional media, social media, events, and direct member interaction, the department successfully positioned EIZ as a leader in engineering governance and advocacy.

In 2025, the department will enhance media presence through radio and TV and strategize ways to improve relationships with members and encourage subscriptions.

ENG. KENNEDY MUSONDA FEIZ

CHAIRPERSON PPRND

Finance and administration committee report

1. INTRODUCTION

The Finance and Administration Committee is a Committee of Council with the following duties below:

- (i) To assess and evaluate the budgets and work plans as presented by the Institutions' management for soundness, viability, and reasonableness taking into account the prevailing position of the organization.
- (ii) To ensure that proper books and records of the funds of the Institution are kept properly and submit statements of Accounts to Council Meetings.
- (iii) To advise Council on application fees and subscriptions structures.
- (iv) To submit to the Council and to the Annual General Meeting an Audited Statement of Financial Position, Income and Expenditure Account and Statement of Funds as at the end of the Financial Year;
- (v) To submit an estimate for the Statement of Financial Position, Income and Expenditure Account Statement of funds flow for ensuing year.
- (vi) To advise Council on the operations of the Secretariat of the Institution including policies on employment; remuneration and any administrative matters on the operation of the Institutions Office. The following are the current serving members on the Committee:

Sn	Name	External/Org
1	Eng. Musonda Chansa	Chairperson EIZ Fellow
2	Mrs. Musonda Ulaya	Ministry Labour GRZ
3	Mr. Kalaluka Itwi	ZICA Fellow
4	Eng. Kingsley L Simukonda	Member
5	Eng. Alex Mbumba	EIZ Fellow
6	Eng. Mutale Tembo	Member
7	Tec. Kombe Chola	Member
8	Tec. Shula Mulenga	Member
9	Mrs. Helen Zulu	ZICA Fellow
10	Eng. David Kamungu	Secretary

Members who served from January 2024 to April 2024.

Sn	Name	External/Org
1	Eng. Dr. Diana Kangwa	Chairperson EIZ Fellow
2	Eng. Chiza Nyirenda	Member EIZ Eng.
3	Teg. Gideon Chilongu	Member EIZ Technologist
4	Eng. Joseph Kabali	Member EIZ/ICT
5	Cra. Evans Chansa Kafusha	Member EIZ Technician
6	Tec. Febbie Bwalya	Member EIZ Technician
7	Eng. David Kamungu	Secretary

2. HIGHLIGHTS OF THE COMMITTEE'S ACTIVITIES, ACHIEVEMENTS AND RESOLUTIONS DURING THE YEAR ENDING 31ST DECEMBER 2024.

- 2.1 The Committee approved the quarterly Management accounts for ratification by the EIZ Council;
- 2.2 The Committee continued monitoring the construction of the EIZ HQ project;
- 2.3 The Committee identified and developed strategic operational policies;
- 2.4 The Committee continued guiding management on the prudent use of members' funds through well thought policies;
- 2.5 The Committee outlined mechanisms of increasing efficiency in resource utilization through the monitoring of monthly and quarterly management reports;
- 2.6 The Committee continued to increase publicity and sensitization to members on the value and benefits of being an EIZ Member;
- 2.7 Continued monitoring and reviewing institutional costs with the aim of reducing operational costs while improving operational efficiency.
- 2.8 The Committee guided Management on formulating intervention measures to address threats on non-compliance and reduced funds due to Cabinet circular on non-payment of fees on behalf of employees instructed to Statutory and Grants aided institutions.
- 2.9 The Committee reviewed and adopted the EIZ 2025 AWP & Budget.
- 2.10 The Committee undertook purchase of land in Kalumbila for the construction of an Office and Innovation Centre.
- 2.11 In an effort to increase non-traditional income, the Committee approved the incorporation of an online store in the EIZ Database Management Information System (DMIS) for the sale of EIZ regalia and other merchandise. This is anticipated to increase the members' accessibility to the EIZ store with minimal effort;
- 2.12 The Committee continued to monitor the performance of the EIZ DMIS and any deficiencies identified during the year were quickly tabled with the consultants and rectified; and
- 2.13 The Committee guided on the formation of The Engineering Fund.

3. OVERALL PERFORMANCE REVIEW



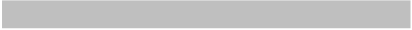

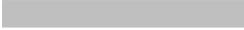

- 3.1 This report covers the period 1st January to 31st December, 2024 and reviews the financial performance of the Institution in implementing the 2024 Annual Work Plan & Budget (AWP&B).
- 3.2 The Institution recorded a surplus ZMW 6.8 million of Income over Expenditure for the year ended 31 December, 2024, compared to a surplus of ZMW 16.6 million in 2023. Income received in 2024 increased from ZMW 79.2 million in 2023 to ZMW 83.2 million in 2024 representing an increase of approximately 5.1%.
- 3.3 Total expenditure for the year was ZMW 78.1 million compared to ZMW 62.5 million in 2023. The cost structure was greatly affected

by the introduction of the rental charge, price fluctuations during the year and the increase in the number of operational activities, the Institution undertook during the year under review.

3.4 The tables below show the cumulative revenue collected and surplus/(deficit) for the last 6 years period from 2019 to 2024.



3.5 Total Revenue Collected 2019 to 2024

CUMULATIVE REVENUE FROM 2019 -2024

2024		83,180
2023		79,200
2022		72,328
2021		55,310
2020		42,874
2019		33,658

3.6 Surplus/(Deficit) 2019 to 2024

SURPLUS /(DEFICIT) 2018-2024 FINANCIAL PERIODS

2024		6,822
2023		16,573
2022		13,301
2021		13,463
2020		14,517
2019		

4. REVIEW OF STATEMENT OF FINANCIAL POSITION (BALANCE SHEET)

4.1 Capital expenditure

Capital expenditure incurred during the year was ZMW 5.1 million against ZMW 10.4 million in 2023. The expenditure was for the acquisition of motor vehicles ZMW 3.9 million, ZMW 1.0 million, Land and buildings, ZMW 0.2 million office equipment and furniture & fittings.

4.2 Investments in the Engineering House

The Finance & Administrations Committee continued to invest in the New EIZ HQ Building in order to expedite the completion of the building. For the financial year 2024, the committee managed to invest in this project a total of ZMW 9.0 million compared to ZMW 10.5 million in 2023. The Committee expects to complete the conversion of the upper car park into office space in the first half of 2025.

The total investment in EIZ Properties Plc stood at ZMW 118.8 million as at 31 December, 2024. Comparatively, the investment stood at ZMW 108.4 million as at 31 December 2023.

4.3 Liquidity

Liquidity shows the ability of the Institution to meet its short-term obligations i.e., the ability of the Institution to pay debts as and when they fall due. It is determined by the difference between Current Assets

and Current Liabilities expressed as a ratio or percentage of Current liabilities.

As at 31st December, 2024 the liquidity position of the Institution increased from 0.92 as at 31st December, 2023 to 1.03, this was mainly as a result of the following factors:

- I. The short-term deposits and available cash for placement during the year;
- II. Current liabilities included an amount of ZMW 24.7 million relating to membership fees prepaid for 2025 renewals, / which will be recognized (invoiced) in 2025 financial year.







Net assets or Members funds increased from ZMW 102.1 million in 2023 to ZMW 109.9 million in 2024 representing a growth of ZMW 7.8 million which is approximately 7.6%. This increase in the Members' funds was made up of the surplus that has been reported for the period ended 31 December 2024.

4.4 During the period under review the following factors affected the overall performance of the Institution:

- I. The reduced compliance by Engineering Organizations and Units in both regions affected the collection of Registration and Membership fees;
- II. The non-Compliance of Engineering Professionals in the Public Service still remained a big challenge; and
- III. There was reduction in new membership applications and upgrades mainly due to the effects of economic slowdown in the sector and the economy thereby increasing unemployment levels in the country.

4.5 Members' Funds 2019 to 2024

MEMBERS' FUNDS (NET ASSETS) 2019-2024 FINANCIAL PERIODS

2024		109,871
2023		102,122
2022		85,310
2021		72,010
2020		58,547
2019		44,030

5. 2025 ANNUAL WORK PLAN & BUDGET (AWP&B) SUMMARY

Annual work plans and budgets are prepared to give a guide of the planned operations and activities of the Institution for each financial year. The 2025 budget had been prepared in line with the Four-year Strategic plan (2023-2026) of EIZ as well as the EIZ Act No. 17 of 2010; incorporating relevant policies of Council and resolutions of the 2024 General Meeting of the members.

The budget has thus been prepared to ensure that the following objectives are met:

- Co-ordinate the activities of the different Departments making up the EIZ Secretariat;
- Establish a system of Monitoring and Control;
- Plan activities for each year;
- Used as a tool or yardstick for which actual performance is

measured;

- Monitor employee's performance; and
- Provide Council with a tool to Monitor and Evaluate the performance of the Secretariat relative to agreed targets;

The budget has been prepared on an Activity Based Budgeting approach i.e., estimates of costs and expenditure will be determined on the basis of the activities to be under taken by each unit.

5.1 KEY AWP&B PROPOSALS

5.2 Key strategic objectives of the year 2025 AWP&B

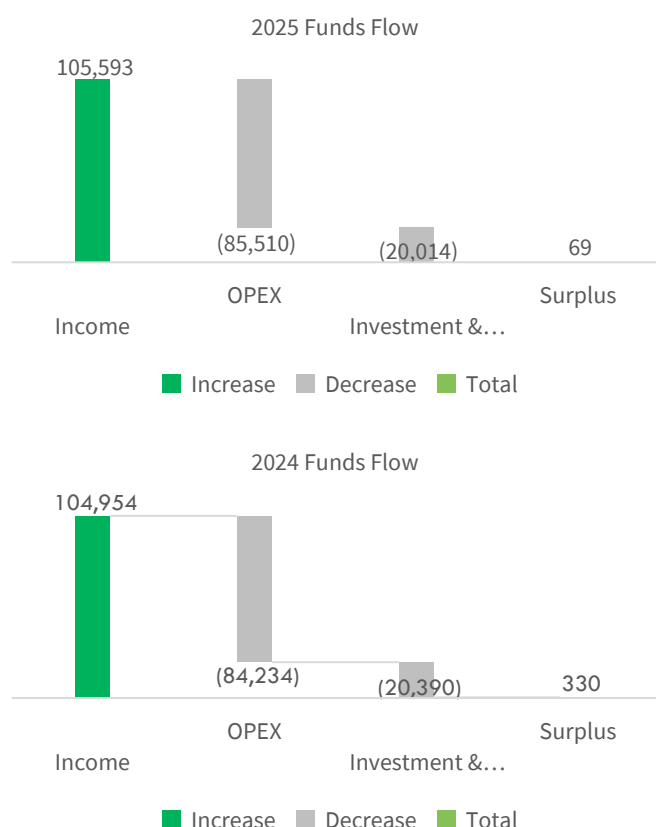
The key strategic objectives planned to be achieved in the 2025 financial year are as detailed below:

- 5.2.1 To improve membership services
- 5.2.2 To enhance compliance inspections
- 5.2.3 To enhance stakeholder participation
- 5.2.4 To enhance Financial Management and growth
- 5.2.5 To improve business processes and governance structures
- 5.2.6 To Improve human resource capacity
- 5.2.7 To enhance ICT infrastructure

5.3 Summary of 2025 Projected Income

The Committee proposed a budget of ZMW110.59 million projected operational Income. Operating expenditure is projected at ZMW82.14 million and Investments and Capital expenditure at ZMW28.09 million for the 2025 financial year as detailed below:

5.3.1 2025 Income budget



5.3.2 Detailed Budgeted income for the year 2025 is broken down as detailed below:

The Institution total income budget for the year 2025 is ZMW110.59 million compared to K104.95 million budget for 2024. The income is expected to come from various streams as provided below:

Detailed budgeted income table.

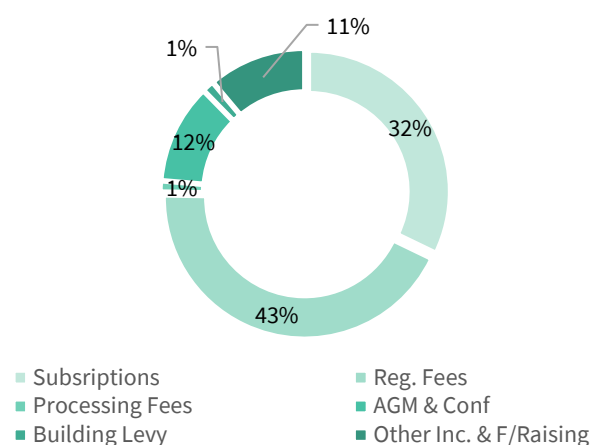
5.3.3 Income budget 2025 and 2024

Income	2025 budget (ZMW'000)	Proportion budget increase (%)	2024 budget (ZMW'000)
Subscriptions	35,557	6%	33,641
Registration Fees	47,659	-15%	56,287
Processing Fees	1,228	45%	846
AGM & Conference	12,500	9%	11,500
Annual Engineering Conference	-	-	-
Building Levy	1,349	14%	1,180
Other Income & Fundraising	12,300	-	1,500
Total Income from Operations	110,593	5%	104,954
Equity Financing	-	-	-
Total	110,593	5%	104,954

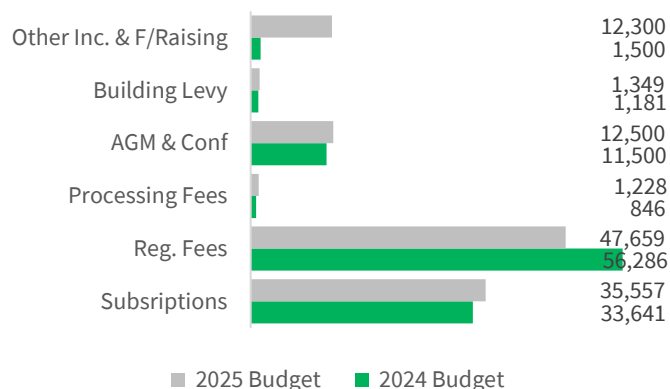
The Institution is projecting a decrease in registration fees due to anticipated decrease membership recruitment and many Organisations coming on board expected the previous year from the growth in CDF.

Figure 5.3.3.1 Income analysis

2025 Budget Income analysis



The major income of the fund is Registration fees 43%, followed by YoY Budget Income comparisons



Subscription at 32% and the 25% coming from other income. The institution is striving to continue increase other Income to a higher %.

5.4 Summary of Projected Expenditure

Council approved an operational expenditure budget of ZMW82.14 million and an investment and capital expenditure budget of ZMW28.09 million for the 2025 financial year. The total budget expenditure for the year 2025 is K110.23 million.

5.4.1 The detailed breakdown of the budget expenditure is as detailed below:

Expenditure	2025 Estimated budget (K'000)	Proportion budget increase (%)	2024 Estimated budget (K'000)
Personal emoluments	31,299	0	31,323
Operations & Administration	9,509	1.2	9,391
AGM & Conference	11,659	15.4	10,100
Corporate governance & statutory reporting	6,225	-12.13	7,085
Objective 1 to 7 expenditure	22,635	-11.91	25,695
Membership insurance cover	450	11.11	400
Benevolent donation	360	51.25	240
Total Operating Expenditure	82,140	2.49	84,234
Construction costs	1,000	-80	5,000
Construction costs-Supervision	0	0	0
Equity Financing Cost/Long term investment	7,591	51.82	5,000
Office partitioning-New HQ Building	0	0	0
Term loan repayments	13,550	69.38	8,000
Capital expenditure	5,944	148.70	2,390
Total Investment & CAPEX	28,085	37.73	20,390
Total Expenditure	110,225	5.35	104,624

Figure 5.4.2 Total Expenditure analysis

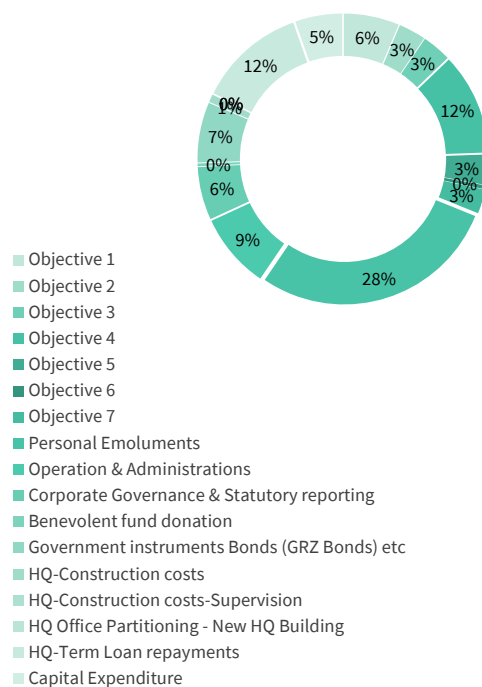
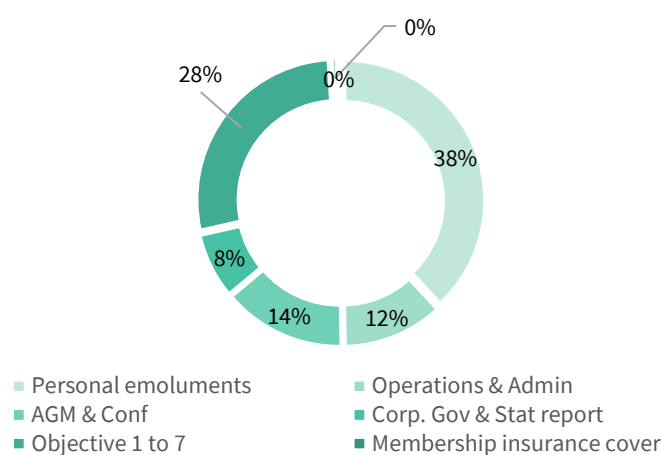
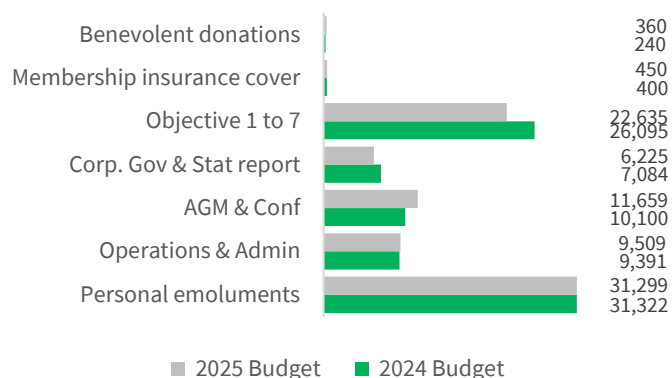


Figure 5.4.3 Operation Expenditure analysis

2025 Budget OPEX analysis



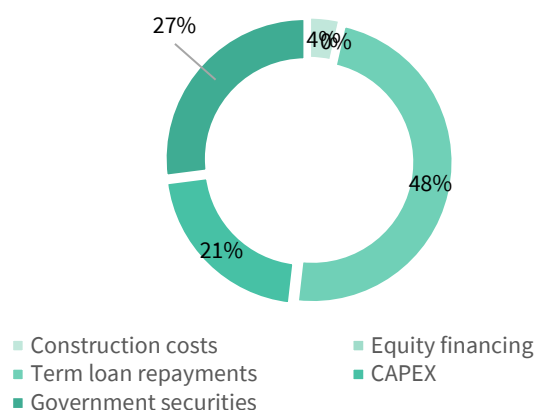
YoY Budget OPEX comparisons



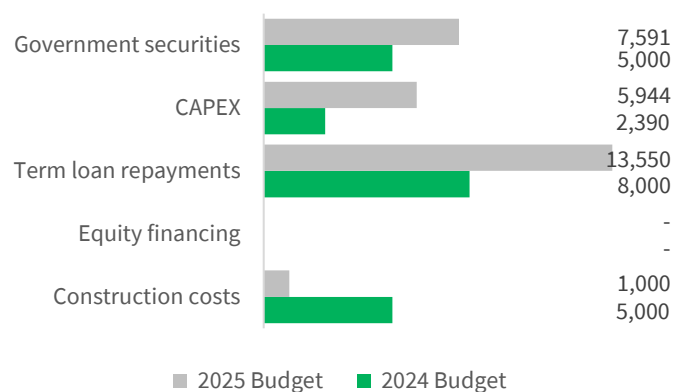
Personal emoluments stand at 38% of operation expenditure budget and (28% of total expenditure budget). The Institution recently effected the recruitment of a Standards Officer in the fourth quarter of 2024, 28% goes to various institution objective, AGM & conference hosting 14%, operations and administration 12%, and corporate governance 8%.

Figure 5.4.4 Investment analysis

2025 Budget Investment analysis



YoY Budget Investment comparisons



The institution has continued investing in equity and long-term securities to improve on other sources of income, servicing the existing loan and improving on the tools of production.

ENG. MUSONDA CHANSA

VICE PRESIDENT - FINANCE & ADMINISTRATION - CHAIRPERSON

Membership and continuous professional development committee report

1. INTRODUCTION

The Membership and Continuous Professional Development Committee is a Committee of Council with the following duties:

1. To make recommendations to the Council concerning policies for membership;
2. To investigate appeals from dismissed members and to report findings to the Council;
3. Consider petitions for the formation of new Sections, Branches or Regions;
4. To make recommendations to the Council for formation and/or dissolution of Sections or Branches;
5. To promote co-operation and interaction among Sections and Regions;
6. To review the status of Sections and Branches and Regions on 5-year intervals;
7. To promote student involvement in all institution activities;
8. To assist Sections and Regions in coordinating their efforts among each other and with the Secretariat;
9. To make recommendations to the Council concerning student policies, accreditation, continuing education, and professional registration for Engineers and Engineering Professionals;

Composition of the Committee is outlined below;

Sn.	Name	Position
1.	Eng. Edith Munungwe	Chairperson & Vice President MCPD
2.	Eng. Kennedy Kanyinji	Member
3.	Teg. Elizabeth Kyulabantu	Member
4.	Teg. Princess Sampa	Member
5.	Eng. Agness Mwansa Mofya	Member
6.	Eng. Francis Mwale	Member
7.	Eng. Webby Makoloni	Member
8.	Teg. Daukeya Kaponde	Member
9.	Teg. Smart Mumba	Member
10.	Tec. Kennedy Chipoma	Member
11.	Cra. Patrick Chibwe	Member
12.	Ms. Mutale Kashimu	Member
13.	Mr. James Mudenda	Member

2. ACTIVITIES AND ACHIEVEMENTS

During the period under review (January - December 2024) the Committee implemented and achieved the following;

1. Registered a total number of 5,533 new members on the database in cumulatively in the year 2024, representing a performance of 92.2% achieved against the strategic target of 6,000.
2. Registered a total 2,155 new students cumulatively in the year 2024.
3. Commemorated World Engineering day on the 4th of March 2024, with the following activities:
 - 2.1 Student Match past from EIZ Lusaka HQ to UNZA
 - 2.2 Student Match past from EIZ Kitwe Engineering house to Mukuba Mall.
 - 2.3 Held Motivational talk by Infratel CEO, Eng. Evans Silavwe at UNZA.
 - 2.4 Held Motivational talk by Past President Sydney Matamwandi at NORTEC.
 4. Successfully held the Northern Region Annual General meeting in Kitwe on the 16th of March 2024.
 5. Successfully held the Southern Region Annual General meeting in Siavonga on the 23rd of March 2024.
 6. Successfully held the Engineering Institution of Zambia Symposium, the 6th ZWES conference, skills Exhibition and the National Annual General meeting from the 18th to 20th of April 2024.
 7. Through the Craftspersons and Technicians section, the committee achieved the following:
 - 2.5 Successfully hosted the inaugural investiture ceremony for Certified Technicians, Full Technologists and Master craftspersons at the 2024 National Annual General Meeting.
 8. The institution launched the Nampundwe branch on 20th of March 2024.
 9. EIZ participated in the Copperbelt Motor Show and received a recognition award for its contribution to National Development and also a partner to the 2024 Copperbelt Motor show on the 11th May 2024.
 10. Through the Technical Sections of the Engineering Institution of Zambia, the committee achieved the following:
 - 2.6 The Energy Auditors Section held a webinar on the 'Industrial Energy Efficiency – Electric Motor Efficiency classes, Energy savings potential and Savings analysis' on the 15th of May 2024.

- 2.7 The Biomedical Engineering Section held a webinar on the 'Overview of Medical Devices Regulation – ISO 13485' on the 6th of June 2024.
- 2.8 The EIZ exhibited at the 2024 Biomedical Symposium and EXPO on 13th -14th June 2024.
- 2.9 Participated in the Energy Efficiency Exhibition from the 31st July to 5th August 2024.
- 11.The EIZ exhibited at the 2024 CAMINEX show and scooped second prize as best Institution in the Regulatory Category from the 28th – 30th May 2024 in Kitwe.
- 12.The EIZ graced dedication ceremony of the New State-of-the-Art Northrise Engineering Building in Ndola on the 30th of May 2024.
- 13.The EIZ held On-the-Spot Resolution of DMIS issues every Friday during the month of June for all its members.
- 14.Through the Zambia Women in Engineering Section (ZWES), the EIZ celebrated the International Women in Engineering Day (INWED) 2024 through the following activities:
- 2.10 Participated in the 4th Virtual STEAM Art competition for young girls in schools.
- 2.11 In collaboration with Whisper a Dream Foundation, held an inspiring Career talk at Kasisi Girls Secondary School.
- 2.12 Held a hands-on projects event at Nchanga Trust School which was funded by Konkola Copper Mines and CEC Energy.
- 2.13 Held a Career Motivational talk at iDream Community School in Ndola.
- 2.14 Successfully hosted the ZWES High tea at the Radisson Blu hotel.
- 15 Successfully held a complimentary Cost Estimation for Engineering workshop on the 6th and 13th of August 2024 in the Southern and Northern Region respectively.
- 16 Participated in the Student orientation session at the Mulungushi University in Kabwe.
- 17 The institution hosted the following activities In order to commemorate UNESCO Africa Engineering Week:
- 2.15 Career talks in all the 25 branches
- 2.16 Technical tours at Kansanshi Mine (PLC) in Solwezi, Strongpak in Kitwe, Chifubu level 1 hospital in Ndola, Trade kings in Lusaka, Bangweulu Solar plant, Chambishi Water treatment plant in Chinsali and Lolanda Water Treatment plant in Lusaka.
- 2.17 Match pasts by the general membership from both the Southern and the Northern regions
- 2.18 CSR work and donations to the Ndola City Council health department and Chisokone market in Ndola.
- 2.19 Webinars hosted by the Environmental Engineering Section, the Electrical and Electronics Section and the Energy Auditor Section.
- 2.20 Motivational talks at Kabwe Trades and the University of Zambia.
- 2.21 ZWES hosted a coding bootcamp in Namwala
- 2.22 The institution also participated on various radio programs throughout the week across the Nation.
- 18 Held the following webinars in the quarter 4 of 2024:
- 2.23 Energy Management Systems-Requirement ISO 50001 hosted by the Energy Auditors Section on the 22nd of October 2024.
- 2.24 Addressing the Energy Crisis: Heat retention cook bag and Enhancing wellbeing: Breast Cancer awareness hosted by the ZWES Section on the 25th of October 2024.
- 2.25 Energy Audit-Types, Scope, Methodology and Report Structure hosted by the Energy Auditors Section on the 28th of November 2024.
- 2.26 Empowering Women and Girls to break the cycle of Violence and the role of law enforcement in preventing and responding to Gender Based Violence hosted by the ZWES Section on the 10th of December 2024.
- 2.27 The state of the power system in Zambia hosted by the Electrical and Electronics Section on the 13th of December 2024.
- 2.28 Webinars hosted by the Chemical, metallurgical and Materials Section and the Mining Engineering Section on the 28th and 29th of October 2024 respectively.
- 2.29 Held the following forums in the various branches:
- 2.30 Entrepreneurship and Innovation for Engineers in Kabwe Branch on the 13th of December 2024.
- 19 Successfully held Regional Gala dinners at Radisson Blu hotel for the Southern Region and at Garden Court Hotel for the Northern Region on the 6th and 13th of December 2024.

3. PLANNED ACTIVITIES

The Membership and Continuous Professional Development committee plans to achieve in 2025:

- 3.1 Sign and operationalise an MoU with the following organisations:
- 3.1.1 LaunchHer to enhance the Zambia Women in Engineering Section Activities nationwide.
- 3.1.2 Zambia Congress of Trade Unions and Zamnia Federation of employers to enhance compliance with institutions that and safeguard EIZ members' interests.
- 3.1.3 The Project Management Institution of South Africa
- 3.2 To Hold fundraising golf tournaments in the Southern and Northern Region in second quarter of 2025.
- 3.3 The establishment of the Centre of Excellence that will be established in the North Western Province.
- 3.4 To enhance the paid CPD programs for the year 2025.
- 3.5 Create a department of research and development under policy.
- 3.6 To develop a member specific training and CPD program for 2025
- 3.7 Host Paperrette competitions in the Northern and Southern Region to highlight student projects across the country.

4. MEMBERSHIP ACTIVITIES 2024

NORTHERN REGION

S/N	ACTIVITY	VENUE	DATE	RESOURCE PERSONS
1	Compliance Registration	KAGEM Mining	18-19 January 2024	MCDP Officer Eng. Chisongo
2	Compliance Registration	Northern Province	21-27 January 2024	Inspector Kalume, Inspector Muzamu Dokowe MCPDO – Eng. Gerald Chisongo
3	Compliance Registration	Muchinga Province	05-9th February 2024	Inspector Muzamu Dokowe, Inspector Chrispine Mumba Reg. Assist. Ms Kabwe Prudence
4	WORLD ENGINEERING DAY	KITWE BRANCH	04/04/2024	Match Past from Mukuba Mall to CBU Guest Speaker: Eng. Sydney Matamwandi motivational Talk for Engineering Students
5	Forum	Solwezi Branch	6th March 2024 Solwezi Lodge	Eng. Kutemwa Mwandila Presentation: Bamboo – UNEXPLORED Energy Resource Eng. Christopher Chisi Presentation: Trouble Shooting Techniques
6	Women's Day Donation	Secretariat (Mulenga Compound)	11/03/2024	Tiyezye Academy OVC Tryness School
7	NRAGM (Technical Tour)	Kitwe	16/03/2024	Garden Court CEC Plc Solar Plant.
8	Compliance Registration	Luapula Province	17th March 2024 to 22nd March 2024	Inspector Kalume Sakwala Inspector Chrispine Mumba Agness Chirwa
9	Compliance Registration	North Western Province	24th March 2024 to 28th March 2024	Inspector Kalume Sakwala Inspector Muzamu Dokowe MCPDO – Canisius Mwila
10.	Compliance Registration	Dangote Cement	3rd April 2024 to 5th March 2024	Inspector Kalume Sakwala Ms Prudence Kabwe
11.	Copperbelt Motor Show	Garden Court	10th May to 12th May 2024	M/ship Unit Activity
12.	Tree planting Exercise	Chingola branch and Environmental section	4th march 2024	Eng Gerald Chisongo Ms Ntalasha Yulu Cra. Elizabeth Phiri Eng. Mukosha
13.	CDF technical Tour	Ndola Branch	4th March 2024	Eng Gerald Chisongo Ms Ntalasha Yulu Eng Caroline
14	Inter School Science Fair	Luanshya Trust School	12th April 2024	Luanshya Branch Chair Eng. Teddy Silwimba Eng. Gerald Chisongo
15.	Compliance Registration	Luapula Province	12th May to 17th May 2024	Inspector Kalume Sakwala Inspector Chrispin Mumba MCPDO – Gerald Chisongo
16.	Kasama Branch	Chafwa Day Secondary School	22nd May 2024	Career Talk – Eng. Daniel Chitambala
17.	Compliance Registration	Mimbula Minerals	22nd May to 27th May 2024	Inspector Chrispin Mumba PO – Canisius Mwila
18.	Kasama Branch	Nkolemfumu Day Secondary School	24th May 2024	Career Talk – Eng. Daniel Chitambala
19.	Compliance Registration	Lubambe Minerals	03rd June 2024 to	Inspector Chrispin Mumba PO – Canisius Mwila
20.	Solwezi Branch	Solwezi Boys Stem Secondary School	5th June 2024 to 8th June 2024	Regional JETS FAIR - Eng. Brian Chingobe
21.	Compliance Registration	Limestone Resources	18th to 19 June 2024 – Ndola Eng. William Ngoya – Maintenance Department	Inspector Kalume Sakwala Regsitation Asst. Ms Prudence Kabwe

OUR BUSINESS		FINANCIAL STATEMENTS		ANNUAL GENERAL MEETING	COMMITTEE REPORTS
S/N	ACTIVITY	VENUE	DATE	RESOURCE PERSONS	
22.	Career Talk/Motivational Talk	Wusakile Secondary School	20/06/24 to	Graduate – Lhozindaba Zulu Graduate – Micheal Nyoni MCPDO - Tome A Mwanza Reg. Asst. Prudence Kabwe	
23.	Career Talk/Motivational Talk	Wusakile Secondary School	21/06/2024	Graduate – Lhozindaba Zulu Graduate – Micheal Nyoni MCPDO - Tome A Mwanza Reg. Asst. Agness Chirwa	
24.	Compliance Registration	North Western Province	23/06/2024 to 29/06/2024	Inspector Kalume Sakwala Asst. MCPDO – Canisius Mwila MCPDO – Tome A Mwanza MCPDO South- Beatrice Mwaba	
25.	ZWES Commemoration of International Women in Engineering Day	Nchanga Trust School –Chingola	25th June 2024	ZWES President Eng. Agness Mofya Eng. Mwanida Makashini Ms Prudence Kabwe Eng. Kaite Musonda	
26.	ZWES Commemoration of International Women in Engineering Day	iDream School - Ndola	25th June 2024	Ndola (VP MCPD) Eng. Edith V Mwale Eng. Monica Milupi Eng. Musonda Chitambala Eng. Gerald Chisongo	
27.	ZWES Commemoration of International Women in Engineering Day	Career Exhibition/ Symposium Lufwanyama Boarding Secondary School	27th June 2024	Kitwe Branch Chairperson Eng. Chibwe Nkandu	
28.	Compliance Registration	Neelkanth Lime	9th to 10 July 2024 – Ndola Mr Christopher Bwalya – Safety Manager	Inspector Kalume Sakwala Registration Asst. Ms Prudence Kabwe	
29.	Career Talk	Chalebemba Combined School (Ndola)	11/07/2024	Inspector - Gerald Chisongo MCPDO – Tome A Mwanza Eng. Eng. Ngabwe Mkandawire (Indeni)	
30.	Compliance Registration	Scaw Ltd (Kitwe)	16th to 17 July 2024 – Kitwe Eng. Alfred Mbeba	Inspector Chrispin Mumba MCPDO Canisius Mwila	
29.	Compliance Registration	Luapula Province Receipted: Patrick Bwalya Makungu Rct No. 5560001 K2,330.00 Damson Kachali Rct No. 556002 K3,480.0 Martha Kalaba M K1,650.00 Batheromew Tembo Rct No. 556005 K1,100.00 Alick Kazetu Rct No. 556006 K1,140.00	29th July to 3rd August 2024	Inspector Gerlad Chisongo, Inspector Kapesi Wangwe (Southern Region) Registration Asst. Ms Prudence Kabwe	
30.	Chemical, Metallurgical & Materials Eng. Section	Virtual Meeting	6th August 2024	Secretariat Eng. Gerald Chisongo Tome A Mwanza - MCDOP Prudence Kabwe RA	
31.	Environmental Engineering Section	Virtual Meeting	6th August 2024	Secretariat Eng. Gerald Chisongo Tome A Mwanza - MCPDO Canisius Mwila - PA	
32.	Mining Engineering Section	Virtual Meeting	6th August 2024	Secretariat Eng. Gerald Chisongo Tome A Mwanza - MCDOP Prudence Kabwe RA	
33.	Workshop (Contractors)	Garden Court- KITWE	13th August 2024	Cost Estimation for Engineering Works – Facilitator – Dr Muya (UNZA)	
34.	Mobile Registration	KCM Plc	13th-16th August 2024	Canisius Mwila –PA Inspector Gerald Chisongo	
35.	Onsite Registration	MCM Plc (3 Sites) HR Mr Chisunka Mulenga	19th – 28 August 2024	Ms Prudence Kabwe Luke Mwale (Intern)	

S/N	ACTIVITY	VENUE	DATE	RESOURCE PERSONS
36.	Compliance Registration	Northern Province	26th – 31st August 2024	Inspector Kalume Sakwala Inspector Kerman Musonda Mrs Agness Chirwa
37.	Forum	Kitwe Branch	29th August 2024 EIZ Kitwe Secretariat	Eng. Francis Mwale – Presentation: An Entrepreneurial Mindset for Engineers going into MSMEs, Eng. Michael Besa Presentation: Introducing Hydro Seeding Technologies in Mining & Construction Projects for Sustainable Soil Erosion Control
38.	Onsite Registration	MCM Plc (Mufulira Site) HR Supt. Mr Pharid Mukisi	02nd -06th September 2024	Ms Prudence Kabwe Ms Tome A Mwanza
39.	Chililabombwe Branch	Career Talk -Konkola Trust School	11/09/2024	Eng. Abirton Ngwira
40.	Mpika Branch	Career Talk Mpika Branch Kabale Day Secondary School	11/09/2024	Eng. Patrick Shangala
41.	Kasama Branch	Career Talk Kasama Girls Secondary School	11/09/2024	Eng. Daniel Chitambala
42.	Solwezi Branch	Career Talk (Motivational Talk) Kapijimpanga Secondary School	11/09/2024	Eng. Brian Chingobe, Eng. Maambo Malambo, Eng. Gideon Kambangu
43.	Kalumbila Branch	Career Talk Holy Cross School in Lumwana	11/09/2024	Eng. Moses, Eng. Zangah Siluonde
44.	Ndola Branch	Expo Zesco Training Centre & Launch of Student Chapter	11/09/2024	Eng. Martin Kasonso Eng. Carol Sakala Eng. Mwenya Kabwe Eng. Rachel Chipimo Chimfwembe Tec. Sara Nakanyi
45.	Ndola Branch	Career Talk Northrise School	11/09/2024	Eng. Carol Sakala Eng. Mwenya Kabwe
46.	Environmental Engineering Section	Webinar	11/09/2024	Smart Infrastructure in the face of climate change: Catalyzing Sustainable Development and Accelerating AfCFTA through Digital Engineering
47.	Kitwe Branch	Career Talk Mitobo Secondary School - Kalulushi	11/09/2024	Eng. Chibwe Nkandu Eng. Musava Kamboyi & Eng. Abel Fumpa
48.	Chinsali Branch	Career Talk Kenneth Kaunda Secondary School	12/09/2024	Tech. Abraham Namangolwa Eng. Bridget Sianthika
49.	Chingola Branch	Career Talk Buyantanshi Technical Secondary School	13/09/2024	Eng. Kenneth Oswald Mukosha, Eng. George Munakombwe, Cra. Madubeko
50.	Luanshya Branch	Career Talk Luanshya Trust School	13/09/2024	Eng. Teddy Silwimba
51.	Mufulira Branch	Career Talk Bundo Secondary School	13/09/2024	Eng Kenneth Monde Mukosha
52.	Kalumbila Branch	Career Talk Sentinel School	13/09/2024	Eng. Artkins Sitwala Eng. Veronica Tembo
53.	Technical Tour	Chinsali Branch – Chambishi Water Treatment Plant – Lubu Dam in Chinsali	13/09/2024	Tech. Abraham Namangolwa
54.	Environmental Engineering Section	Chililambobwe Garbage Collection – Kakoso Primary School	13/09/2024	Environmental Engineering Section
55.	Ndola Branch	Garbage collection with Ndola City Council & Donation to the Council	13/09/2024	Ndola Branch Executive

S/N	ACTIVITY	VENUE	DATE	RESOURCE PERSONS
56.	Ndola Branch	Career Talk Ndola Skills	13/09/2024	Eng. Caroline Sakala
57.	Ndola Branch	Career Talk Temweni Secondary School	13/09/2024	Tec. Sara Nakanyika Andrew Kakoma
58.	Ndola Branch	School Chifubu Secondary School	13/09/2024	Tec. Sara Nakanyika Andrew Kakoma
59.	Technical Tour	Kitwe Branch Strongpak (Z) Ltd	14/09/2024	Eng. Chibwe Nkandu
60.	Technical Tour	Solwezi Branch Kansanshi Mine Plc –S3	17/09/2024	Eng. Brian Chingobe
61.	Kasama Branch	Health Ran & Acrobatics	14/09/2024	Eng. Chitambala
62.	Compliance Registration	JCHX Lubambe (HR Mr Peter Mulenga)	18/09/2024 To 20/09/2024	Agness Chirwa Inspector Chrispin Mumba
63.	Onsite Registration	MCM Plc Mindola Site (HR Mr Leevan Mulume)	23/09/2024 To 26/09/2024	Ms Prudence Kabwe
64.	Compliance Registration	Strongpak (Z) Ltd (HR Mr Lumina)	26/09/2024 to 27/09/2024	Luke Mwale (Intern)
65.	Compliance Registration	ZUCT University - Ndola	17/10/2024	Tome A Mwanza MCPDO Prudence Kabwe- RA Kaite Musonda - Inspector
66.	Compliance Registration	Muchinga Province	27th October to 2nd November 2024	Inspector Chrispin Mumba Inspector Kaite Musonda Tome A Mwanza
67.	Chemical, Metallurgical & Materials Eng. Section	Virtual Meeting	28th October 2024	Secretariat Eng. Gerald Chisongo Prudence Kabwe RA
68.	Mining Engineering Section	Virtual Meeting	29th October 2024	Secretariat Eng. Gerald Chisongo Prudence Kabwe RA
69.	Compliance Registration	KAGEM Mining	29th October to 31st October 2024	Inspector Gerald Chisongo Agness Chirwa - RA

SOUTHERN REGION

S/N	Activity	Venue	Date	Resource Persons
1	Compliance Inspections / Mobile Registration	Southern province	15th to 19th January, 2024	Kapesi Wangwe Edward Mbewe Patricia Chishya
2	Compliance Inspections / Mobile Registration	Central province	22nd to 26t January, 2024	Kapesi Wangwe Edward Mbewe Beatrice Mwaba
3	Public Discussion forum- Kabwe Branch	Misuku Lodge	9th February, 2024	Mr. Kapai Banda “The relevance of engineering in townships and business group” Mr. James Silungwe “Engineering and financial planning”
4	Onsite Registration	NCZ	5th to 7th February, 2024	Patricia Hamalambo
5	Onsite Registration	UMCIL	19th to 21st February, 2024	Constance Nambeye
6	Compliance Inspections / Mobile Registration	Western province	19th to 23rd February, 2024	Kapesi Wangwe Emmanuel Chanda Sharon Chola
7	Public Discussion Forum- Kafue Branch	Kafue	21st February, 2024	Eng: Amos Angolile The EIZ Code of ethics and their application in engineering practice in Zambia

S/N	Activity	Venue	Date	Resource Persons
8	Public Discussion Forum- Chirundu Branch	Mthuzi Lodge	29th February, 2024	Eng. Kenny Hantete “Habitable Construction Techniques in Hot Climate Regions” Eng. Andrew Phiri “CULVERT & Drainage Design”
9	Compliance Inspections / Mobile Registration	Eastern Province	26th February to 1st March, 2024	Kapesi Wangwe Edward Mbewe Constance Nambeye
10	Public Discussion Forum –Mazabuka Branch	Royal Laricio Lodge	1st March, 2024	Eng. Fred Simwase “Application of Modern Engineering Techniques in Crop & Animal production” Eng. Nsemwa Habasimbi “Application of Domestic Water Treatment Techniques in the Prevention of Diseases”
11	Engineering Week Match Past	Unza	2nd March, 2024	Patricia Chishya Cynthia Ngwengwe
12	Section Webinar-Electrical & Electronics Engineering	Dzithandizeni Trades	4th March, 2024	Cra. Kildare Lazarous Mulikita ‘ElZ registration and membership benefits for engineering students and membership detail updates for engineering professionals’
13	Chipata Technical tour	Eastern Water Treatment plant	6th March, 2024	Beatrice Mwaba Patricia Chishya
14	Public Discussion Forum- ZWES	Rufunsa	8th March, 2024	International Women’s Day Commemoration
15	Launch of the Nampundwe Branch	Tehila Worship Centre	20th March, 2024	Sharon Chalwe
16	Public Discussion Forum	Tehila Worship Centre	20th March, 2024	Eng. Betty Chilongo “Sustainable Energy Recycling in Mining Industries”
17	SRAGM	Savee Beach Lodge,Siavonga	23th March, 2024	Sharon Chalwe
18	Compliance Inspections / Mobile Registration	Central Province	2nd to 5th April, 2024	Kapesi Wangwe Edward Mbewe Beatrice Mwaba
19	Annual General Meeting	Avani Victoria Falls Resort, Livingstone	18th to 20th April, 2024	Secretariat
20	Compliance Inspections / Mobile Registration	Southern Province	6th May – 10th May, 2024	Phanuel Jimaima Emmanuel Chanda Constance Nambeye
21	Onsite Registration	Lusaka Vocational Training Centre	15th -17th May 2024	Sharon Chalwe
22	Onsite Registration	Thorn park Training Centre	20th -22nd May 2024	Sharon Chalwe
23	Onsite registration	Thornpark Construction school	20th May to 22nd May 2024	Patricia Chishya Sharon Chola
24	Webinar	Energy Auditors SECTION	29th May, 2024	Sharon Chola
25	Onsite Registration	ZESCO LTD	27th -31st May 2024	Sharon Chalwe
26	Onsite Registration	Zambia Sugar	3rd June to 7th June 2024	Beatrice Mwaba Patricia Chishya Tome Mwanza
27	Webinar	Biomedical SECTION	6th June 2024	Patricia
28	Motivational Talk	St Pauls Training School, Mazabuka	7th June 2024	Energy Auditors Section/ Mazabuka Branch
29	Compliance Inspections / Mobile Registration	Eastern Province	29th July to 2nd August, 2024	Emmanuel Chanda Sharon Chola
30	Energy Efficiency Exhibition	Energy Auditors SECTION	31st July to 5th August 2024	Sharon
31	Technical Tour to Chifubu Level 1 Hospital	Bio Medical SECTION	13th August 2024	Patricia
32	Techical Tour to Lolanda Water Treamenr Plant	Lusaka province	13th August 2024	Students
33	Public Discussion Forum	Mazabuka Branch	16th August 2024	

S/N	Activity	Venue	Date	Resource Persons
34	Onsite Registration	CAMCO	29th to 31st August 2024	Constance
35	Onsite Registration	Zambian Breweries	4th to 9th September 2024	Constance
36	ZWES High Tea	Radisson Blu Hotel	7th September 2024	Constance
37	Public Lecture	UNZA- School of Mines	10th September 2024	Sharon
38	Webinar	EEE SECTION	12th September 2024	Navigating Zambia's Energy Future Innovations in Electricity Tariff Design
39	Webinar	Energy Auditors SECTION	19th September 2024	Implementation of Energy Efficient Technologies and Practices
40	Student Orientation	Mulungushi University	20th September 2024	Patricia
41	Webinar	Energy Auditors SECTION	22nd October 2024	Eng. Mpezilwe Simukoko Energy Management Systems-Requirement ISO 50001
42	Technical Tour	Victoria Power Station	24th October 2024	Livingstone Institute of Business and Engineering Studies Students
43	Webinar	ZWES	25th October 2024	Mr. Ken Dunn Addressing the Energy Crisis: Heat retention cook bag Dr. Christabel Mbiiza Enhancing wellbeing: Breast Cancer awareness Eng. Dr. Mweene Himwiinga ZWES in action: A recap of ZWES activities
44	Onsite Registration	Mazabuka Town	28th -31st October 2024	Patricia Hamalambo Kapesi Wangwe
45	Onsite Registration	Maamba Town	28th -31st October 2024	Phanuel Jimaima Beatrice Mwaba
46	Onsite Registration	Sable Zinc	11th -12th November 2024	Patricia Hamalambo Beatrice Mwaba
47	Compliance Inspections / Mobile Registration	Eastern Province	18th-22nd November 2024	Edward Mbewe Kapesi Wangwe Sharon Chalwe
48	Compliance Inspections / Mobile Registration	Western Province	24th -30th November 2024	Phanuel Jimaima Emmanuel Chanda Patricia Hamalambo
49	Webinar	Energy Auditors SECTION	28th November 2024	Eng. Mpezilwe Simukoko Energy Audit-Types, Scope, Methodology and Report Structure
50	Technical Tour – Bangwelulu Solar Plant	Lusaka Branch	28th November 2024	Nachingwa Primary School
51	Compliance Inspections / Mobile Registration	Central Province	29th -1st November 2024	Emmanuel Chanda Constance Nambeye
52	Graduation Dinner	Exquisite Events	29th November 2024	University of Zambia Engineering Student Chapter
53	Gala Dinner	Radisson Blu Hotel	6th December 2024	Southern Region Executive
54	Compliance Inspections / Mobile Registration	Central Province	9th-13th December 2024	Edward Mbewe Kapesi Wangwe Sharon Chalwe
55	Webinar	ZWES Section	10th December 2024	Ms. Sharon Chisanga Empowering Women and Girls to break the cycle of Violence Insp. Michael Monde The role of law enforcement in preventing and responding to Gender Based Violence
56	Webinar	Electrical/Electronic Section	13th December 2024	Eng. David C Phiri The state of the power system in Zambia
57	Public Discussion Forum	Walusungu Lodge Kabwe	13th December 2024	Mr. J Chulumanda Mumba Entrepreneurship and Innovation for Engineers
58	Compliance Registration	ZUCT University - Ndola	17/10/2024	Tome A Mwanza MCPDO Prudence Kabwe- RA Kaite Musonda - Inspector
59	Compliance Registration	Muchinga Province	27th October to 2nd November 2024	Inspector Chrispin Mumba Inspector Kaite Musonda Tome A Mwanza
60	Chemical, Metallurgical & Materials Eng. Section	Virtual Meeting	28th October 2024	Secretariat Eng. Gerald Chisongo Prudence Kabwe RA

S/N	Activity	Venue	Date	Resource Persons
61	Mining Engineering Section	Virtual Meeting	29th October 2024	Secretariat Eng. Gerald Chisongo Prudence Kabwe RA
62	Compliance Registration	KAGEM Mining	29th October to 31st October 2024	Inspector Gerald Chisongo Agness Chirwa - RA
63	Gala Dinner	Garden Court Hotel	13th December 2024	Secretariat Excom Regional members

Table of membership activities for the year 2024, is available in the appendix 2.

5. TOTAL MEMBERSHIP STATISTICS

5.1 During the period under review and cumulatively throughout the year 2024, the membership growth per region and per class on a quarterly basis is illustrated Figure 1 below:

Membership Growth per Quarter per Class

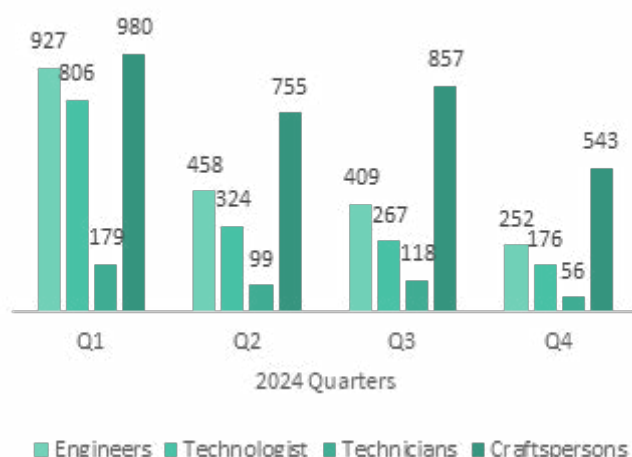


Figure 1: Graph showing the membership growth per region, per quarter for specific classes

5.2 Due to the targeted and joint inspections especially with Mine Safety Department to Mopani Copper Mines (2nd – 6th September), JCHX Lubambe (18th – 19th September) and KAGEM Mines. we noted an increase in the registration of craftsperson's during the period under review. This is largely attributed to the resumption of mining activities in the northern region. A number of project expansions have also contributed.

5.3 During the period under review the membership growth per gender in Q3 is illustrated in the graph below:

5.4 Management notes the low female registration statistics. This indicates that there is low intake of female students in engineering and STEM related programs. There is need through R&D to drive a deliberate program through career talks, radio shows to grow this number. SDG 8 emphasizes the need to attain gender mainstreaming.

5.5 The following are the membership figures for the period 2019 to 2024.

In the period under review the Institution registered 5,733 members, representing a membership total register of 91 206 members as shown by Figure 2.

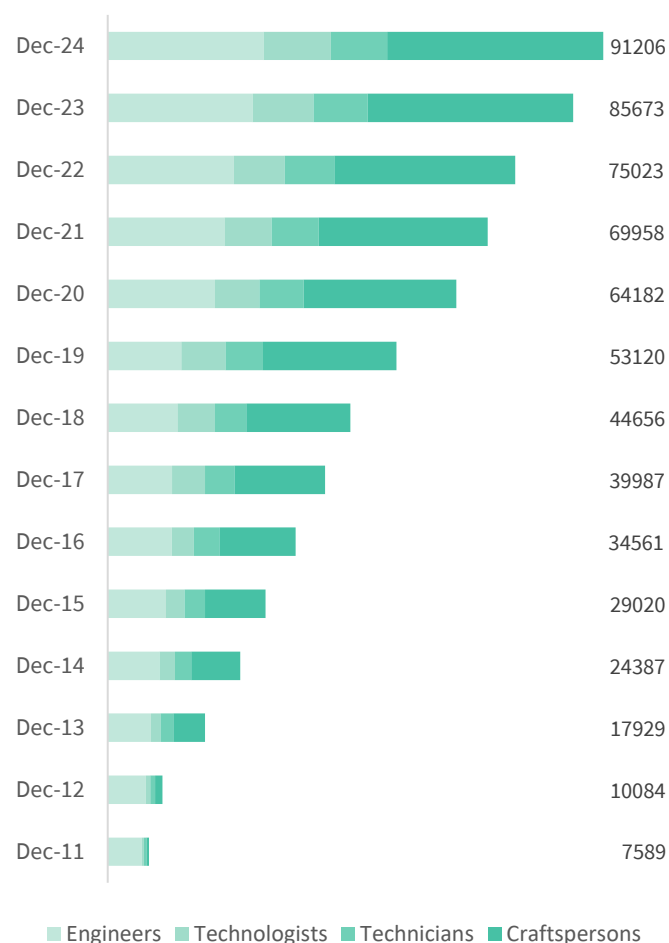


Figure 2: Membership Comparative Growth for the period 2012 to 2024

5.6 The following graph shows the cumulative growth rate from the period 2011 to 2024.

5.7 During the period under review the membership compliance was 62.5% and 71.5% for the Southern and Northern region respectively.

ENG. EDITH MWALE MUNUNGWE

MCPD CHAIRPERSON

Disciplinary committee report

1. INTRODUCTION

The EIZ Disciplinary Committee (“the DC”) is an Organ of The Engineering Institution of Zambia (“EIZ”) created under section 48 of the Engineering Institute of Zambia Act No. 17 of 2010 (“EIZ Act”). The DC has two main functions, namely, to hear and determine:

It has two main functions, namely, to hear and determine:

- i. Any disciplinary action initiated by the Institution against an engineering professional, engineering organization or engineering unit that has contravened any provision of the Code of Ethics or any provision of this Act; or;
- ii. Any complaint or allegation made by any person against an engineering professional, engineering organization or engineering unit.

The current committee comprises the following members:

SN	Name	Title
1.	Mr. Musa Mwenye, S.C	Chairperson
2.	Mrs. Kasumpa M. Kabalata	Vice Chairperson
3.	Eng. Happy Musumali	Member
4.	Eng. Musompa Masanza	Member
5.	Eng. Dr. Chabota Kaliba	Member
6.	Eng. Elson Banda	Member
7.	Eng. Wesley Kaluba	Member
8.	Eng. Wendy Nambule	Member
9.	Eng. David Kamungu	Secretary

2. CASES HEARD AND DISPOSED

During the period under review, the Committee heard and resolved a number of cases. The Committee has committed to ensuring disposal of cases within the shortest possible period.

i) Cases received and cause listed

The DC brought forward 55 cases from the previous year and received 2 new cases during the year under review. The cases were cause listed and lined up for hearing and possible disposition.

ii) Cases Resolved

A total of 30 cases were resolved during the period under review. All affected parties have since been served in accordance with the judgements and requirements of the EIZ Act No 17 of 2010.

iii) Pending hearing

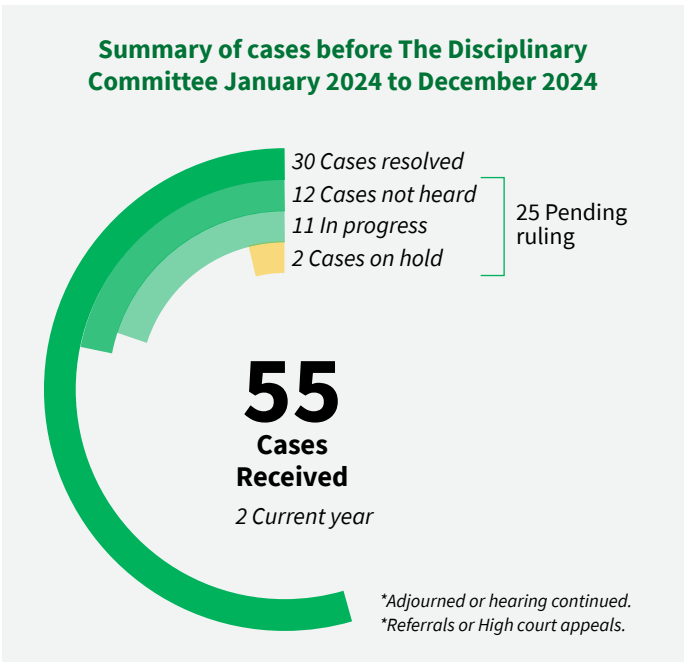
A total of 25 cases are pending hearing as a result of a number of reasons such as being before the High Court and adjournments.

The DC will ensure that the matters are closed within the acceptable timeframe.

3. DRAFT RULES

The DC rules were submitted for signing to the Honourable Chief Justice on 25th February 2023. These are yet to be approved.

MR. MUSA MWENYE, STATE COUNCIL
CHAIRPERSON EIZ DISCIPLINARY COMMITTEE



Audit and risk committee report

1. INTRODUCTION

The Audit & Risk Committee of the Engineering Institution of Zambia (EIZ) is a Committee of Council with the primary role to ensure the integrity of financial reporting and the audit process by ensuring that the External auditor is independent and objective and fostering a culture and expectation of effective oversight, in ensuring that the institution has sound internal financial control systems and systems for the control of non-financial risks.

2. DUTIES OF THE COMMITTEE

- Monitor the integrity of the financial statements of the institution;
- Review the institution’s internal financial control system;
- Review the Risk Management systems;
- Monitor and review the effectiveness of the institution’s internal audit function;
- Make recommendations to Council in relation to the appointment of the External auditor;
- Approve the remuneration and terms of engagement of the External auditor following appointment by the Members in a General meeting;
- Monitor and review the External auditor’s independence, objectivity and effectiveness;
- Develop and implement policy on engagement of the External auditor to supply non-audit services.
- Act on other matters referred by Council as necessary

3. COMMITTEE MEMBERS

The following members served on the Committee:

Name	Position
Eng. Yohane Tembo	Chairperson
Eng. Abigail Malichi Musonda	Member
Eng. Chilala Bowa	Member
Eng. Sydney Chande	Member
Dr Friday Nyambe	Member
Mr. Francis Ziba	Member
Ms. Susan Zimba Banda	Member
Eng. Alpha Mwale	Member
Eng. Dylan Kasonde	Member
Eng. Likonge Makai	Member
Mr. Chabota Simuusa	Member
Eng. David Kamungu	Registrar/Secretary
Ms. Musumbulwe Mambwe	Internal Auditor/Secretary

4. HIGHLIGHTS OF THE COMMITTEE’S RESOLUTIONS DURING 2024.

The Committee:

- 4.1 Maintained continuous oversight over the proper functioning of internal controls and risk management systems. The following improvements were noted:
- Rolling out comprehensive training on written procedures for staff

The following improvements were recommended:

- Establishment of clear and accessible guidelines for all processes without institutionally approved guidelines
 - An improvement in the current closure rate of audit recommendation to 90% during the 2025 financial year (2024: 49%)
- 4.2 Engaged in meetings with Management to assess their progress in identifying and addressing material risk areas within the Institution. Existential risks are still being monitored. Under observation are risks related to Loss of Market Position due to new entrants in the EIZ regulatory space.
- 4.3 Reviewed the progress of the Internal Audit department against the pre-approved internal audit plan. The workload demands some expansion to staffing levels, funds permitting.
- 4.4 Assessed the integrity of the year-end financial statements.
- 4.5 Reviewed and approved the annual audit plan of the Internal Audit department for the financial year 2025.
- 4.6 Held discussions with the Internal Auditor, Management, and the External Auditors regarding significant matters arising from completed internal and external audits, and urged Management to expedite resolution of any issues raised in the Management Letter.

5. INTERNAL AUDIT

5.1 Internal audit remit

The internal audit function operates as an independent assurance function that supports EIZ in enhancing its overall control framework. It contributes to the maintenance of a systematic and disciplined approach for evaluating and improving the design and effectiveness of EIZ’s risk management, control, and governance processes. Through its assurance and investigation activities, the primary role of the internal audit function is to safeguard value by protecting EIZ’s assets and reputation in alignment with the organization’s established goals and objectives.

5.2 Annual internal audit plan

In 2024, the Audit Committee reviewed and approved the annual audit plan submitted by the internal audit function, which outlined the following focus areas for 2025: (i) Quality Management Systems, (ii) Finance Functions (iii) Operations of the Membership and

Inspectorate Unit (iv) IT General Controls

6. EXTERNAL AUDITOR

6.1 The External Auditors Remuneration and re-appointment

The Audit and Risk Committee is responsible for considering whether, in order to ensure continuing auditor quality and/or independence, there should be a rotation of the audit firm, including consideration of the advisability and potential impact of conducting a tender process for the appointment of a different independent auditor. The Audit and Risk Committee is also responsible for making a recommendation to the Council for approval at the AGM, to appoint, reappoint or remove the external auditor.

The Audit and Risk Committee during the period under review approved the remuneration for the audit and non-audit services provided by MPH. Furthermore, they recommended to the Council the reappointment of MPH as External Auditors. This followed the review of performance and prevailing market rates for the services.

6.2 External Audit

The Committee monitored the execution of the audit and reviewed the results documented in the management letter.

7. FINANCIAL REPORTING

In 2024, the Audit and Risk Committee received the Annual report from Management and the external auditor, which included the financial report, accounting policies and judgements, and reporting matters. Moreover, they recommended approval to the Council for

the audited Annual Financial Statements for the financial year ended 2023.

8. RISK MANAGEMENT AND INTERNAL CONTROL

8.1 Internal Control

The Committee is responsible for assessing the effectiveness of the Institution's internal control systems. In this regard, the Committee has evaluated reports on the effectiveness of the systems of internal controls conducted by the Internal Audit function, considered information provided by Management, and held discussions with the external auditor on the results of their audit.

8.2 Risk Management

Throughout the year, the Audit and Risk Committee engaged in discussions with Management regarding the Organization's overall approach to risk management and internal control, including compliance. The Committee received quarterly reports from the Internal Auditor & Risk Officer on the status of actions taken to address control weaknesses identified during assurance reviews. As part of their consideration of the Risk Management framework, the Audit and Risk Committee was informed of developments in the legal, regulatory, and financial reporting landscape that could affect the Organization.

ENG. ALPHA MWALE

CHAIRPERSON – AUDIT AND RISK COMMITTEE ESS REPORT

Engineering registration board report

1. INTRODUCTION

The Engineering Registration Board (EngRB) is established in Part IV of the EIZ Act No. 17 of 2010 to carryout registration functions of the Engineering Institution of Zambia.

Composition of the Engineering Registration Board for the years 2023-2026 is as outlined below;

Sn.	Name	College	Position
1.	Eng. Dr. Michael K. Nsefu	NC5	Chairperson
2.	Eng. Prof. John Siame	NC6	Vice Chairperson
3.	Eng. Yoram Sinyangwe	NC2	Member
4.	Eng. Oliver Makungu	NC1	Member
5.	Eng. Michael L. Muselepete	NC4	Member
6.	Eng. Waddy N. Sakeni	NC3	Member
7.	Teg. Peter Nshindano	NC7	Member
8.	Tec. Kwimbi Namwila	NC8	Member
9.	Cra. Pride Lombe	NC9	Member
10.	Eng. David Kamungu	-	Secretary

2. FUNCTIONS OF THE BOARD

The establishment of the Engineering Registration Board is prescribed in the Engineering Institution of Zambia Act 17 of 2010, part IV. The Board may, for purposes of performing its functions under this Act, establish such other committees as the Board may determine and may delegate to the committees any of its functions. The main function of the Board shall be to perform all the registration functions of the Institution.

3. TECHNICAL COMMITTEE

The Technical Committee of the Engineering Registration Board is established through provisions of the EIZ Act No. 17 of 2010 Section 12 (3), whose role is to provide oversight on registration matters on behalf of the Board; with the following specific duties:

1. Provide guidelines and procedures to Secretariat on Registration activities.
2. Review the work of Secretariat to ensure registration guidelines and procedures are being followed.
3. Receive from Secretariat difficult cases or proposals to improve registration procedures.
4. Present to the Board new registration for ratification.

The Composition of the Sub-Technical Committees (2023 – 2026) is as follows;

Northern Region

Sn.	Name	Position
1.	Eng. Prof. John Siame	Chairperson
2.	Eng. Dr. Mweene Himwiinga	Member
3.	Eng. Kingsley Simukonda	Member
4.	Teg. Okeli Mainza	Member
5.	Tec. Kwimbi Namwila	Member
6.	Mr. Raphael Chileshe	Member - TEVETA
7.	Mr. Mark Kambole	Member- Immigration

Southern Region

Sn.	Name	Position
1.	Eng. Waddy. N. Sakeni	Chairperson
2.	Eng. Happy Musumali	Member
3.	Teg. Princess Sampa	Member
4.	Teg. Peter Nshindano	Member
5.	Teg. Ocean Matimba	Member – TEVETA
6.	Cra. Pride Lombe	Member
7.	Mrs. Olivia Kafukanya	Member- Immigration

4. BOARD ACTIVITIES AND ACHIEVEMENTS

During the period under review 2024, the Engineering Registration Board achieved the following;

- 4.1 Ratified a total of 2,845 applications from individuals and a total of 1,837 applications from engineering organisations and units broken down as;
 - 4.1.1 890 Registered Engineers
 - 4.1.2 609 Registered Technologists
 - 4.1.3 327 Registered Technician
 - 4.1.4 1,304 Registered Craftspersons
 - 4.1.5 1,837 Registered Engineering Organisations and Units.This represents a 10% and 17% increase for registered Engineering professionals and registered Engineering organisations and units respectively.
- 4.2 Achieved a compliance rate of 76% for Individual Engineering Professionals and 75% for Engineering Organizations and Units in 2024. This represented a slight decline compared to the previous year's rates of 78% and 76.5%, respectively. Despite this decrease, these figures highlight ongoing efforts to maintain compliance within the engineering sector, demonstrating a commitment to upholding standards even amidst challenges.
- 4.3 The Board members completed a comprehensive corporate governance training program aimed at equipping them with essential skills and knowledge in effective governance practices.

The Engineering Registration Board



Eng. Dr. Michael Kalumbu Nsefu
Chairperson



Eng. Prof. John Siame
Vice Chairperson



Eng. Oliver Makungu
Member



Eng. Yoram Sinyangwe
Member



Eng. Waddy N. Sakeni
Member



Eng. Michael L. Muselepete
Member



Teg. Peter Nshindano
Member



Tec. Kwimbi Namwila
Member



Cra. Pride Lombe
Member



Eng. David Kamungu
Secretary

- 4.4 The Board successfully reviewed its charter, which serves as a summary of the key obligations and standards of conduct expected from the Engineering Registration Board. This document also outlines the fundamental principles of ethical conduct that guide the Board's operations.
- 4.5 The institution collaborated with law enforcement agencies to prosecute fraud cases, reinforcing its strong commitment to promoting integrity and accountability within the engineering sector
- 4.6 In accordance with the EIZ Act No. 17 of 2010, the Board successfully published the Gazette, fulfilling its legal obligations and enhancing transparency.
- 4.7 The Board effectively published the names of non-compliant organizations and units in the media, aiming to encourage them to adhere to compliance standards and improve their practices.

5. BOARD FOCUS FOR THE YEAR 2025

- 5.1 Increase compliance inspections nationwide to enhance the institution's visibility and relevance within the engineering sector.
- 5.2 Publish details of fraudulent cases in the media to deter potential offenders and promote accountability.
- 5.3 Promote awareness and ensure that all members are paid up by 31st December 2025.
- 5.4 Ensure adherence to the EIZ Act and prosecute non-compliant organisations and units.

6. PRACTICE REGISTRATION STATISTICS

The Total Register on the database at the close of the year under review was 29,927 individuals (registered professionals) and 10,776 registered engineering organizations and engineering units.

Figure 1: Compliance rate Comparison from 2013 to 2024.

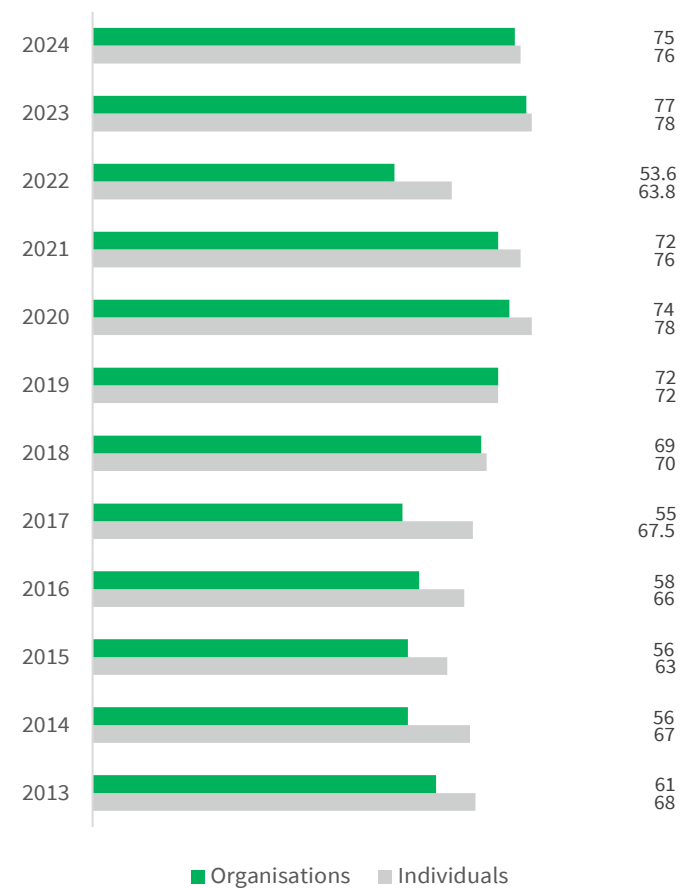
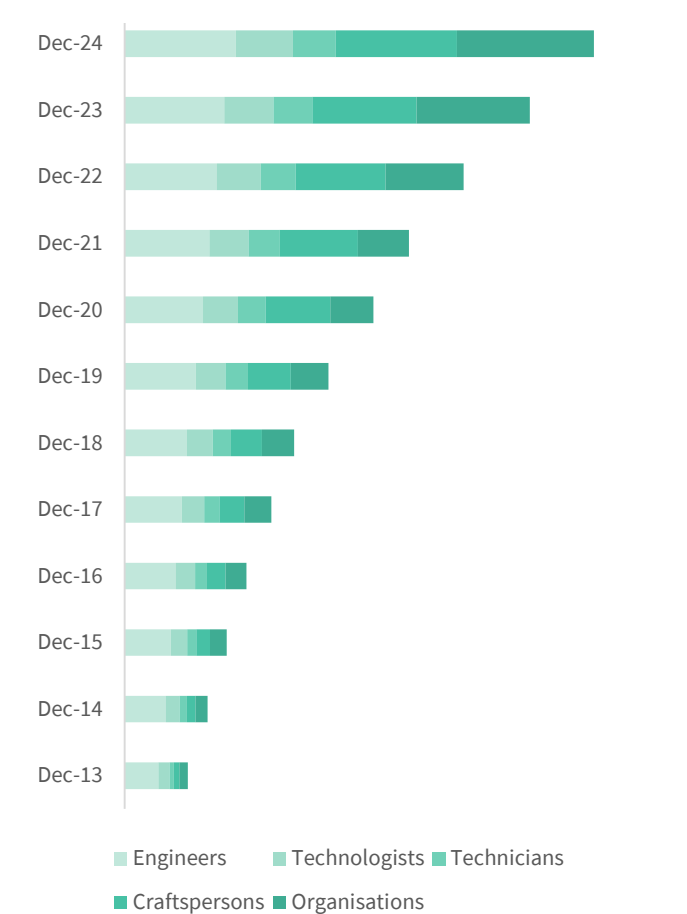


Figure 2: Comparative growth by class for Engineering Professionals for the years 2013 – 2024



	Engineers	Technologists	Technicians	Craftspersons	Organisations
Dec-13	2616	877	324	418	658
Dec-14	3208	1069	550	672	941
Dec-15	3588	1268	707	1058	1307
Dec-16	3986	1473	933	1433	1636
Dec-17	4432	1748	1176	1925	2102
Dec-18	4834	2006	1423	2401	2505
Dec-19	5509	2312	1745	3331	2927
Dec-20	6078	2708	2148	5036	3349
Dec-21	6571	3043	2448	6041	3964
Dec-22	7160	3410	2710	6987	6060
Dec-23	7737	3825	3001	8104	8806
Dec-24	8627	4434	3328	9408	10643

During the year, January to December 2024, the Engineering Registration Board ratified a total of 2,845 applications from individuals and total of 1,837 applications from engineering organisations and engineering units.

7. ENFORCEMENT AND COMPLIANCE

In alignment with Institutional Strategic Objective No. 2 – To enhance compliance inspections and subsequently maintain a high compliance rate on engineering practice – significant efforts were made in 2024 to sustain a commendable level of compliance, despite the economic challenges faced within the country. While the compliance rate was slightly lower than the previous year, this outcome reflects the complexities of the operating environment and underscores the need for continued vigilance and strategic interventions. The year's achievements, including a series of targeted and collaborative inspections that were carefully planned and executed, have laid a strong foundation for future improvements in compliance and regulatory enforcement.

Additionally, the prosecution of fraudulent cases played a pivotal role in reinforcing the institution's commitment to maintaining high standards within the engineering practice. Decisive law enforcement actions were taken against individuals and organizations involved in fraudulent activities, sending a strong message about the importance of integrity and accountability in the profession. These prosecutions not only acted as a deterrent but also promoted ethical behavior among practitioners.

ENG. DR. MICHAEL K. NSEFU

CHAIRPERSON ENGINEERING REGISTRATION BOARD OF ZAMBIA

Notes

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[illegible]

Notes

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ENGINEERING INSTITUTION OF ZAMBIA

“Quality Policy Statement”

The Engineering Institution of Zambia (EIZ) is established to register engineering professionals in Zambia and regulate their practice. Quality is important in our profession because we value our members and stakeholders and strive to exceed their expectations.

The EIZ is Committed to continuously improve its services to its members through the establishment of a Quality Management System (QMS). The established QMS provides a framework for measuring and improving our performance through the establishment of processes aimed at:

- ❖ Establishing measurable Quality Objectives, which support and anchor the Institutions Vision.
- ❖ Establishing a complaints and resolution procedure.
- ❖ Establishing Training and Development processes of all employees.
- ❖ Carrying out Management reviews of the member and stakeholder feedback, audit results and complaints.
- ❖ Obtaining and monitoring member and stakeholder feedback, and
- ❖ Carrying out regular audits of our internal processes.

Although the Registrar has ultimate responsibility for QMS in EIZ, all employees have a responsibility within their own area of work, to ensure that Quality is embedded in the whole Institution.

Management shall review this quality policy during management review meetings to ensure its continued suitability.

Signed.....

Date 16/10/2022

Eng. David Kamungu, F.EIZ

Registrar and Chief Executive Officer

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