



**MINUTES OF THE EIZ 68<sup>th</sup> ANNUAL GENERAL MEETING**

**AGM/62-2/2025-04-05**

**DATE OF MEETING : SATURDAY 5<sup>th</sup> APRIL, 2024**

**VENUE : AVANI RESORT, LIVINGSTONE**

## 1.0 National anthem

The National Anthem was sung, and a prayer was offered by Eng. Kennedy Kanyinji.

## 2.0 Confirmation of Quorum

Quorum was confirmed by Secretariat as having 50 members present out of which more than 5 were Fellows of EIZ.

## 3.0 Calling meeting to order

The meeting was called to order at 09:22 hours.

## 4.0 Receipt of Apologies

4.1 Apologies were received from:

- 4.1.1 Eng. Thom Kamwendo
- 4.1.2 Eng. Israel Phiri
- 4.1.3 Eng. London Mwafulirwa
- 4.1.4 Eng. Eugene Haazele
- 4.1.5 Eng. Malama Munkonge
- 4.1.6 Eng. Chalwe Banda
- 4.1.7 Eng. Grain Munakampe
- 4.1.8 Eng. Samson Maluza
- 4.1.9 Eng. Nshimba Kunda

4.2 Secretariat would receive apologies not captured.

4.3 The meeting was informed that this year's AGM had been held earlier because the World Skills Africa Symposium was supposed to have taken place but had been postponed indefinitely.

4.4 A motion was tabled before the meeting to proceed with the meeting which was as proposed by Eng. Dr. Kenneth Chense and seconded by Teg. Hasting Likonge.

### 4.5 Welcome and opening remarks by EIZ President

4.5.1 In his opening remarks, Chairperson welcomed everyone to the meeting.

4.5.2 The members were informed that the year has been eventful, offering numerous lessons, opportunities, and valuable insights.

4.5.3 He expressed his gratitude to everyone who had contributed to the growth and success of EIZ, acknowledging the sacrifices made to shape the institution into what it was.

## 5.0 Adoption of the agenda

The agenda was proposed for adoption by Eng. Dr. Tina Phiri Chanda and seconded by Eng. Taperewa Namwinga Kabwe.

**6.0 Reading of the Legal Notice**

The Legal Notice was ready by Registrar.

**7.0 Reading of member obituaries and observe a minute of silence**

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

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

**8.1 Correction and adoption**

The minutes were proposed for adoption by Teg. Elias Malama and seconded by Eng. Vernon Ngulube.

**8.2 Matters arising - Action Taken Report**

<b>Item</b>	<b>Discussion/Resolution</b>
8.2.2	With regards to the proposed establishment of the Engineer General's Office, it was resolved to continue championing for its creation, despite government's disapproval. It was further resolved that the Institution would make submissions to the Constitutional Review Committee to advocate for the inclusion of the Engineer General's Office, and also an audience with the Republican President to discuss the matter further.
8.2.3	With regards to the Statutory Instrument on Charge Out Rates, the meeting resolved that the draft should be submitted to the Public-Private Dialogue Forum for review. It was further resolved that Council would continue to engaging with the Ministry of Infrastructure, Housing, and Urban Development on this issue.
8.2.7	The meeting resolved that networking sessions for members would be integrated into the agenda of the next Annual General Meeting (AGM).
8.2.8	The meeting resolved to enhance the Institution's global presence and urged stronger partnerships with international and regional partners.
8.2.9	The resolved to take a more proactive role in addressing national issues through regular engagement in the Public-Private Dialogue Forum.

8.2.10	With regards to hosting a mid-year Engineers Conference, the meeting resolved to explore its feasibility for the future.
8.2.11	With regards to creating business opportunities for members, it was resolved that the Institution engages TEVETA to explore and implement training programs in solar installation for members, as a means of enhancing business opportunities.
8.2.12	It was resolved that institution identifies at least two sectors to be featured at the next AGM, demonstrating Institution's involvement and collaboration with them.
8.1.13	With regards to the establishment of an online hub for members to access and submit publications, as well as the institution facilitating the publication of books on behalf of members, the meeting was informed that the matter was actively under consideration by the Policy and Public Relations Committee.
8.1.14	With regards to the skills gap between academia and industry, the meeting was informed that efforts were actively underway to address this issue, with several interventions already in place to bridge the gap.
8.1.15	With regards to investments in capital markets, the meeting resolved that EProps would explore additional investment opportunities within the engineering sector, such as in energy and solar.  With regards to shares, it was resolved that there would be an initiative to allow engineering organizations and units to invest in the company by buying shares.
8.1.16	With regards to the Engineering Fund, the meeting resolved that there was need to expedite the Committee's work so that innovations by engineering professionals could be actualized.

**9.0 Receive and adopt the 62<sup>nd</sup> Engineering Council Report for the year ended 31<sup>st</sup> December, 2024, by the President**

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

Item	Discussion/Resolution
9.1.1	The Institution had embarked on making to the EIZ Act No. 17 of 2010 which would be concluded by June, 2025. The review was aimed to establish a strong foundation to address emerging challenges and opportunities.
9.1.2	The Institution had introduced the Engineering Fund, which would be a financial resource dedicated to advancing research,

	innovation and professional development. The fund would take effect by June 2025.
9.1.3	The Institution had reached an advanced stage in the implementation of the Quality Management System (QMS) and that it would be apply for ISO Certification.
9.1.4	The Institution had made significant improvements to enhance the Database Management Information System (DMIS) in phase one, and was now advancing to phase two, which would focus on increased efficiency and service delivery.
9.1.5	The Institution had recorded during the period under review a total of 5,533 new members.
9.1.6	During the period under review, the Institution recorded a compliance rate of 76% for engineering professionals and 75% for engineering organisations.
9.1.7	The Institution has embarked on the process of rebranding the institution to enhance visibility, image and reputation.
9.1.8	The Institution has reached an advanced stage in its pursuit of membership with the International Engineering Alliance under the mentorship of the Engineering Council of South Africa.
9.1.9	The Institution awarded scholarships to three deserving students to study engineering at different universities. The institution further offered a full scholarship to a student from Kawambwa STEM school who had invented a solar pumped hydro system.
9.1.10	The Institution granted a total of K92,000.00 benevolence to four members of the institution as one of its membership benefits.
9.1.11	The Institution held a ground breaking ceremony for the construction of the EIZ Centre of Excellence in Kalumbila aimed at establishing a hub for advanced engineering training, research and professional development.
9.1.12	The Institution had signed MoU's with strategic partners, namely; The Zambia Army, and the Japanese International Cooperation Agency (JICA).

9.2 The report was proposed for adoption by Eng. George Sitali and seconded by Eng. Wallece Mumba.

#### 10.0 Receive and adopt the Audited Financial Statements of the Institution for the year ended 31<sup>st</sup> December, 2024

Item	Discussion/Resolution
10.1.1	The Institution recorded a surplus of ZMW6.8 million of income over expenditure for the year under review compared to a surplus of ZMW16.6 million in 2023. Income received in 2024 increased from 79.2 million in 2023 to 83.3 million in 2024 representing an increase of approximately 5.1%.

10.1.2	The meeting was informed that the total expenditure for the year under review as ZMW 78.1 million compared to 62.5 million the previous year. 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.
10.1.3	The meeting was also informed that capital expenditure incurred during the year under review was ZMW 5.1 million against ZMW 10.4 million the previous year. The expenditure was for the acquisition of motor vehicles at ZMW3.9 million, ZMW1.0 million towards land and buildings and ZMW0.2 million for office equipment, furniture and fittings.
10.1.4	The meeting was informed that the institution had continued to invest in the New EIZ HQ Building in order to expedite its completion. The conversion of the upper car park into office space is expected to be completed by the first half of 2025.  The total investment in EIZ Properties Plc stood at ZMW118.8 million in 2024 compared to 108.4 million in 2023.

10.2 The Audited Financial Statements were proposed for adoption by Eng. Graham Chingambu and seconded by Eng. Nason Kasoma.

**11.0 Appoint Auditors for the financial year ending 31<sup>st</sup> December, 2025**

11.1 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 31<sup>st</sup> December, 2025 and that Council be authorized to determine their remuneration.

11.2 The motion was seconded by Eng. Ennie Muchelemba.

**12.0 Consider motions tabled before the AGM**

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

**12.1.1 Motion on Receipt of Branch Nominations.**

Motion	Receipt of Branch Nominations
Clause/SUB Clause	Part II, Section 3(2) of the constitution:
CURRENT READING	A candidate shall be resident in Zambia and have paid membership subscription fees by 31 <sup>st</sup> December of the preceding year.

<b>MOTION</b>	As the institution strives to promote participation and inclusiveness, the branch plays a crucial role as a building block to the structures of EIZ.
<b>Member Motivation</b>	To improve inclusivity
<b>PROPOSED READING</b>	Except for candidates for branch nominations, a candidate shall be resident in Zambia and has paid membership subscription fees by 31 <sup>st</sup> December of the preceding year. A nomination for Branch shall be deemed valid if the nomination fulfils other requirements of Branch nominations and the candidate is paid up.

The motion was NOT ADOPTED.

#### 12.1.2 Motion 2: Rules for the Elections and Appeals Committee

<b>MOTION</b>	The Rules for Elections and Appeals Committee were tabled before the AGM for adoption.
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The motion was ADOPTED.

### 13.0 Elections

Results were announced by the NEC Chairperson as follows:

#### 13.1.1 Disciplinary Committee

S/NO	POSITION	CANDIDATE
1	Committee Member	NIL
2	Committee Member	NIL
3	Committee Member	NIL
4	Committee Member	NIL
5	Committee Member	NIL

#### 13.1.2 Zambia Women in Engineering Section (ZWES)

S/NO	POSITION	CANDIDATE
1	Chairperson	Eng. Agness Mofya
2	Vice Chairperson	Eng. Mwanida Makashini
3	Engineer's Representative	
4	Technologists' Representative	
5	Technicians' Representative	Tech. Bridget Nambule
6	Craftspersons' Representative	
7	University Representative	

### 13.1.3 Energy Auditor's Section

S/NO	POSITION	CANDIDATE
1	Chairperson	Eng. Mubanga Patrick
2	Vice Chairperson	Teg. Mbulo Febby
3	Committee Member	Eng. Chingobe Brian
4	Committee Member	Teg. Adamson Nyau

### 13.1.4 Geotechnical Section

S/NO	POSITION	CANDIDATE
1	Committee Member	NIL
2	Committee Member	NIL
3	Committee Member	NIL
4	Committee Member	NIL

### 13.1.5 Water Resources Management, Supply, Sanitation and Hygiene Section (WRMSSH)

S/NO	POSITION	CANDIDATE
1	Chairperson	NIL
2	Vice Chairperson	NIL
3	Committee Member	Eng. Augustine Phiri
4	Committee Member	NIL

### 13.1.6 Mining Engineering Section (MES)

S/NO	POSITION	CANDIDATE
1	Chairperson	NIL
2	Vice Chairperson	NIL
3	Committee Member	NIL
4	Committee Member	NIL

### 13.1.7 Environmental Engineering Section (EVES)

S/NO	POSITION	CANDIDATE
1	Chairperson	NIL
2	Vice Chairperson	NIL
3	Committee Member	NIL
4	Committee Member	NIL

### 13.1.8 Bio-Medical Engineering Section (BES)

S/NO	POSITION	CANDIDATE
1	Chairperson	Teg. Mwandila Kenneth
2	Vice Chairperson	Teg. Boaz Ng'ambela
3	Committee Member	Teg. Annie Kwalombota
4	Committee Member	Teg. Chipso Siantika

13.2 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.

### 18.0 Close of Meeting

There being no other business to discuss, the meeting closed at 12.10 hours.

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Eng. Wesley Kaluba  
**CHAIRPERSON**  
24<sup>th</sup> April, 2025

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Eng. David Kamungu  
**SECRETARY**  
24<sup>th</sup> April, 2025

## 8.2 MATTERS ARISING - ACTION TAKEN REPORT

Item	Discussion/Resolution	Responsibility	Status
8.2.2	Make submissions to the Constitutional Review Committee to advocate for the inclusion of the Engineer General's Office, and to seek an audience with the Republican President over the matter.	Council/Secretariat	The institution made a submission to the line Ministry and is awaiting feedback.
8.2.3	Submission of draft Charge Out Rates to the Public-Private Dialogue Forum for review.  Follow up on Charge out Rates	Council/Secretariat	The charge out rates were reviewed and updated and are pending Cabinet approval.
8.2.7	Integrating networking sessions for members at the next Annual General Meeting.	Council/Secretariat	The institution this year facilitated for a networking session with Southern African Institute of Mining and Metallurgy (SAIMM)
8.2.8	Enhancing the Institution's global presence, and building stronger partnerships with international and regional partners	Council/Secretariat	The institution has successfully completed its submission for accreditation to the International Engineering Alliance.
8.2.9	Engagement in the Public-Private Dialogue Forum on national issues.	Council/Secretariat	The Institution attends and participates in Private Public dialogue forums.
8.2.11	Engage TEVETA to explore and implement training programs in solar installation to members as a means of enhancing business opportunities.	Council/Secretariat	The institution has commenced paid for CPDs in collaboration with TEVETA and other service providers for solar and electrical installations.