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Signatur

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Aktenzeichen

3/47

Titel

Europäische Gemeinschaft (EG) - Micro-Projects Programme, Finanzen und Berichte

Band

2

Laufzeit

1986 - 1988

Enthält

u. a. Finanzabrechnungen (Claim Statements) für Micro-Projects Programme 1986-1988, Finanzanträge EEC (?) u. Finanzministerium Lusaka, Zambia zu Projekten in Gwembe South u. anderen Orten; Verlängerungsvertrag für Sietske Krisifoe als Coordinator nach Tod

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Micro-Projects-Programme

Finanzanträge an EEC und
Finanzministerium - Lusaka

LEITZ

1650 Trennblatt ohne Ösen
1654 Trennblatt mit Ösen
zum Selbstausschneiden
von Registertasten

CLAIM STATEMENT OF THE FIRST QUARTER 1988, FOR
INTERIM CO-ORDINATOR MICROPROJECTS PROGRAMME.

A. As per contract: Claim in Kwacha paid to Gossner Mission,
Lusaka - Zambia.

- | | |
|--------------------------------------|--|
| I. Claim for KM-Allowances | K equivalent of ECU 3451,75 |
| II. Claim for Stationary/adm. | K 1512,25 |
| III. Claim for Subsistence allowance | <u>6837,63 + 456.82</u> (trip in febr. with local transport) |

B. As per contract: Claim in ECU, paid to Gossner Mission,
Berlin West- West-Germany:

- | | |
|---|---------|
| I. Claim for KM - Allowance - Total ECU | 3451.75 |
| | ===== |

CLAIM STATEMENT:

First quarter 1988.

1. Claim for KM allowances:

1. January 1988	3116 km
2. February 1988	2384 km
3. March 1988	8307 km
Total	<u>13807 km</u>

$13807 \text{ km} \times \text{ECU } 0,50 = \text{ECU } 6903,50$

$50\% \text{ of ECU } 6903,50 = \text{ECU } 3451,75$

The claim is to be paid as follows:

- to Gossner Mission in Berlin-West-Germany - ECU 3451,75 (50%)
- to Gossner Mission, Lusaka, Zambia, the equivalent of ECU 3451.75 (50%) in kwacha.

KM-CLAIM
January 1988

Date	Journey from to	Purpose of Journey	KM Run.
4.1. 88	Lusaka area	Office work	30
5.1	"	"	30
6.1	"	"	30
7.1	"	"	30
8.1.	"	"	30
11.1 till	Lusaka-Solwezi-Kitwe-	Working trip to	2356
13.2	Ndola- Lusaka	NW. + C'belt Prov.	
1.2 till	Lusaka area	Office checkup by	
13.2		2nd GM car 3 x 30km	90
14.2.	Lusaka area	office work	30
15.2.	"	office work	30
16.2	"	Office work (saterday)	30
18.2	"	"	30
19.2	"	"	30
20.2	"	"	30
21.2	"	"	30
22.2	"	"	30
23.1	Lusaka area - Choniwe	Check up on school	100
25.1	Lusaka area	Check up in office	30
26.1	"	"	30
27.1	"	"	30
28.1	Lusaka area	"	30
29.1	Lusaka area	"	30
30.1	"	writing report on	30
		Micro proj.for EEC	
		Total	3116

During Januari 1988 a trip was made to Chnnaga and Lisitu in Southern province but transport was combined with Government vehicles.

KM claim
February 1988.

Date	Journey from	to	Purpose of Journey	KM-Run
1.2.88	Lusaka area		Office check up	30
2.2.	"		"	30
3.2.	"		"	30
4.2	"		"	30
5.2.	"		"	30
8.2	"		"	30
9.2	"		"	30
10.2	"		"	30
11.2	"		"	30
12.2	"		"	30
15.2	"		"	30
16.2 till	Visiting Projects		Projects visitng in	1849
19.2	Mongu area, Lusaka		Western Province	
	Mongu Senanga, Kaoma Lusaka			
22.2	Lusaka area		Office work	30
23.2	"		"	30
24.2	"		"	30
25.2	Lusaka, Kyindu ranch		Check up on school	55
26.2	Lusaka area		Office check up	30
29.2	"		Office check up	30
Total				<u>2384 km</u>

KM-Claim
March 1988

Date	Journey from to	Purpose of Journey	Km - run.
1.3	Lusaka area	Office cheque up	30
2.3	"	"	30
3.3	"	"	30
4.3.	"	"	30
7.3 till	Lusaka Masuku Kalomo	Visiting of projects	
11.3	livingst. Namwala Mazabuka Lusaka	in the Southern Province	1825
14.3.till			
17.3	Lusaka Chipata Petauke Lusaka	Visitng of projects in Eastern Province	2003
7.3 till			
17.3	Lusaka area office	Office check up by 2nd GM car 9dayx3okm	270
18.3	Lusaka area	Office check up	30
21.3	"	"	30
22.3	"	"	30
23.3.	Lusaka Siavonga	Seminar and visit to Lisuto school	427
23.3	Lusaka area	Office Checkup by 2nd GM car	30
24.3	"	"	30
25.3	"	"	30
26.3	"	"	30
27.3till	Lusaka-Mpika-Kasama-	Visiting projects in	
1.4	Mbala- Mansa-Lusaka	Northern and Luapula Provinces	3332
28.3 till	Lusaka area	Office cheque up by 2nd GM car 4x3okm	120
31.3			
Total			8307 km

CLAIM STATEMENT:

First Quarter 1988.

II. Claim for stationary /Administration:

1. Pioneer printers, Rec. 148 (4.1.1988)	K	31,75
2. Chhagan Lock and Key services, rec. 001848 (19.1)		40.--
3. Speedo duplicators, rec. 15216		20.--
4. City duplicators, rec. 741 (29.1.88)		65.-
5. " 903 (1.2.88)		80.--
6. " 891 (1.2.88)		180.--
7. Pioneer printers, rec. 280 (1.2.88)		69.50
8. City duplicators, rec. 1788 (16.2.88)		140.--
9. Pioneer printers, rec.(26.2.88) No. 67		533.--
10. City duplicators, rec. 2531, (26.2.88)		153.--
		K 1312,25

III. Claim for subsistence allowance:

1. Changa Changa Motel, rec. 16208, 10.1.88	K	196.--
2. " rec. 16207, 10.1.88	K	196,02.
3. " rec. 36629, "	K	508,82
4. " rec. 36654, 11.1.88	K	26,62
5. " rec. 36642 "		29.04
6. " 36653 "		43,56
7. " 16218 "		196.--
8. " 19817 "		196.--
9. " 6668 12.1.88		29.04
10. Savoy Hotel, Ndola rec. 4193, 12.1.88		35.09
11. Baluba river Motel, rec 2440, 12.01.88		375,10
12. " 22762, 12.1.88		45.98
13. " 20097, 13.1.88		21.78
14. " 22777, 13.1.88		50,82
15. Gwembe Rural Council , 215818, 28.1.88		35.--
16. " 215838, 29.1.88		43.47
17. " 215827, "		13.30
18. " 215844, 30.1.88		6,65
19. Lyambai Hotel 9941 16.2.88		7.26
20. " 9939 16.2.88		451.--
21. " 9938 16.2.88		24.20
		K 2.73.

Claim statement, (cont.)

First quarter 1988.

22.	Lyambai Hotel, rec.	10976, 17.2.88	K 47.19
23.	"	rec. 10968 17.2.88	48.40
24.	"	rec. 10964 "	38.72
25.	"	rec. 9948 17.2.88	15.73
26.	"	1/953 "	51.--
27.	"	10984 18.2.88	31.46
28.	"	167311, 16.2.88	270.--
29.	Musyo Tunia	000697, 7.3.88	645.--
30.	Faimount Hotel	173835, 7.3.88	45.--
31.	Musi-o-tunya	0034226 7.3.88	78.41
32.	"	0034224 "	17.91
33.	"	0034239 8.3.88	71.87
34.	Choma Hotel	26259 "	45.64
35.	"	28260 "	6.05
36.	"	36529 "	340.01
37.	Star Snack	4141 "	52..
38.	Choma Hotel	26267 9.3.88	43,92
39.	Rec. no 20	10.3.88	54.50
40.	Chipata District Council, rec.	7905, 13.3.88	519.70
41.	"	4045 14.3.88	86.01
42.	New Erea Rest. , rec.	5588, 15.3.88	32.--
43.	Nyika Motel petauke, rec.	1590, 15.3.88	224.--
44.	"	20872, "	40.--
45.	"	20887, 16.3.88	43.50
46.	"	20874, "	31.50
47.	Nat. Hotels Dev. Corp, rec.	25520	31.46
48.	Mako Rest. , F 1, 17.3.88		20.00
49.	Mansa Hotel, Rec.	403, 1.4.88	48.40
50.	"	938, 31.3.88	145,20
51.	"	1464, 31.3.88	10.--
52.	"	1696, 31.3.88	48.40
53.	"	1687, 30.3.88	127.05
54.	"	1455 30.3.88	10.--
55.	"	1530, 30.3.88	48.40
56.	"	1522, 29.3.88	121.--
57.	Kwacha relex Hotel, rec.	25319, 29.3.88	41.14
58.	Nat. Hotels dev. corp. rec.	41939 , 29.3.88	795.--
59.	Kwacha relax hotel, rec.	13488, 28.3.88	88.33
60	"	27433, 28.3.88	350.--

683763

Additional trip by local transport of Mr. Nyrenda:

61. Elephants Head Hotel, rec. 24344, 3.2.88	K 32.67
62. " rec. 27407, 3.2.88	48.40
63. " rec. 191336, 3.2.88	335.75
64. Busfare , rec. 41811, 4.2.1988	40.--
	456.82

4.

GOSSNER SERVICE TEAM

P.O. Box 4,
Sinazeze.

Gossner Mission,
Liaison Office,
P.O. Box 50162, Lusaka.
Tel: 250580.

24.2.1988,

Gossner Mission,
Dieter Hecker,
Handjerystrasse 19-20,
1000 Berlin 41,
West-Germany.

Dear Dieter,

How are things in Germany? Do you have already more achievements in the succession of Erhard? Did you see Gudrun already? How was your journey to India? Was the conference interesting in Madras?

Now some more explanation to the enclosed revised contract of the EEC. The delegate was disappointed that Gossner considers to step out of the programme. But he accepts that I will finish the programme until June, so the present agreement is than fulfilled by Gossner Mission. However, since I am not fully involved, but about half of my time (at least) goes in the programme, he feels that some amendments regarding the fees should be made. Too big changes, however cannot be made, according to the discussion, since costs like the second assistant, the typist and the driver are carried by Gossner Mission at present, awaiting the new extended agreement after June, which now will not have place.

Please let me know if you can agree to the revised agreement, so I can sign it here in the office.

2. Mr. D. Macrae and myself want through all the projects which could be finished in June. One of them is the waterscheme in Livingstone, which only need fittings, which are not available in Zambia.

Izaak has requested proforma's in Botswana and Zimbabwe, and even went there, without results. Now the request is, could you find out if the items on enclosed list are obtainable in Germany and how much

it would cost to airfreight them to Zambia from Germany.
May be you could ask WEM. Would it be possible for Gossner Mission to prefinance this, and get a refund from the EEC?

EEC cannot spend forex on Microprojects programme.

So the refund will be Kwacha for the project. Please let me know as soon as possible. We also are still looking in the possibility of getting them in Botswana, since my assistance has gone there for a course and will try to find out the matter. If they would be available (which I doubt), could you then consider to pay them in Botswana, so the freight is less expensive?

Anyway, let me know the German costs + freight as soon as possible, so I can continue the discussion with the EEC on the subject.

This was all for today again. Greetings to everybody in the office,

Sietske.



DELEGATION OF THE COMMISSION
OF THE EUROPEAN COMMUNITIES

IN THE REPUBLIC OF ZAMBIA



4
ADDRESS: P. O. BOX 34871
LUSAKA, ZAMBIA
TELEPHONE: 250711 - 251140
TELEX: 40440 ZA DECEC
TELEGRAMS: DELECOMEUR

Our ref: G.13/1549

18 02 88

Mrs. S. C. Krisifoe
Gossner Mission Representative
Gossner Service Team

Dear Mrs. Krisifoe,

Thank you for your letter with the news that the Gossner Mission feel unable to replace the Microprojects Coordinator. In the present circumstances I would prefer you concentrate your efforts during the next few months on implementing the agreed list of approved projects and that we treat the matter of finding a Coordinator through another organization separately.

I understand that you are in a position to continue to act as temporary Microproject Coordinator until your departure at the end of June 1988. I am therefore proposing to the government that we amend the existing rider to the technical assistance contract to allow for this. An amended rider, which we are also proposing to the national administration, is attached for consideration by the Gossner Mission.

Yours faithfully,

J. M. FILORI
Commission Delegate

attachment.



GOVERNMENT OF THE REPUBLIC OF ZAMBIA

Date of notification (1) :

Value of the contract : ECU100,000

AMENDED RIDER TO TECHNICAL ASSISTANCE CONTRACT NO. 58

Financing : EUROPEAN DEVELOPMENT FUND

Title : FIRST ANNUAL MICROPROJECT
PROGRAMME

Consultant : Gossner Mission, Berlin,
West Germany

Accounting No. (2) : 5102.38.56.022

Annex I - General Provisions for Technical Assistance Contracts

Annex II - Fiscal and Customs Arrangements

(1)

Date to be indicated by the Government of the Republic of Zambia.

(2)

The title and accounting number to be quoted in all correspondence
and on all payment documents.



AMENDED RIDER TO TECHNICAL ASSISTANCE CONTRACT NO. 58

The Rider to Technical Assistance Contract No. 58 is amended in the following respects.

Article 5.1 Fixing of Price

(a) Basic Fees

The expenses incurred by the Contractor shall also include

- The costs of employing a Secretary
- The costs of employing the Driver of the project vehicle
- The costs of employing a locally engaged assistant for the Project Co-ordinator

(b) Refundable Expenses

To the list of expenses to be refunded on the production of supporting documents shall be added :

VI Subject to the agreement of the National Authorising Officer of the EDF and the Delegate of the Commission of the European Communities, the expenditure incurred for the procurement of minor supplies urgently required by the Microprojects programme.

(c) Value of the Contract in ECUs

Refundable Expenditure

- Fees	54,498
- Fares	9,000
- Kilometre allowance	27,000
- Local subsistence	4,000
- Office equipment and stationery	500
- Minor supplies for microprojects	5,002
Grand Total	<u>100,000</u>

Article 5.2 Price Review

All fees and payments agreed in Table I are fixed for the period of contract extension and are not subject to review.



- 2 -

Article 6.2

The Contract extension shall be operative from 1st January, 1987.

Article 6.3 Duration of the Contract

The contract extension covers a period of 18 (eighteen) months up to 30th June 1988.

READ AND ACCEPTED
The Consultant

READ AND APPROVED
The Government



Date :

TABLE I	Unit	No.	Unit Price	Amount payable in DM or ZK but expressed in ECU		Total estimated In ECU
				ZK	DM	
<u>Personnel</u>						
Fees 1.1.87 to 31.12.87	man/month	12	3,250.00	325.00	2,925.00	39,000.00
1.1.88 to 30.6.88		6	2,583.00	325.00	2,258.00	15,498.00
Sub-Total						58,498.00
<u>Refundable Expenditures</u>						
Air Fares	Return Ticket	6	1,500.00			9,000.00
Office Equipment	Lump Sum					500.00
Kilometre Allowance	Km	3,000 km/month	0.50 (1)	1,500.00	1,500.00	27,000.00
Local Subsistence	Night	5/month	Local FAO Scales	4,000.00		4,000.00
Minor supplies for Microprojects						5,002.00
Sub-Total						45,502.00
GRAND TOTAL						100,000.00

(1) Km allowance should be paid upon presentation of original log book sheet : 50% in forex (DM)
50% in Z. Kwacha

[Signature]

[Signature]

GOSSNER MISSION
BERLIN

Dienste over Grenzen
Mr. van Melle
Postbus 177
3700 AD Zeist
Holland

well'ss
1 Berlin 41

Handjerystraße 19-20

Fernsprecher, 0311 - 851 30 61 - 851 69 33

Postscheckkonto: Berlin West 520 50 - 100

Bankkonto: Berliner Bank, Kto. [REDACTED]

0407480700

26.1.88

Dear Mr. van Melle,

I am very sorry that we could not so far come to a clear decision concerning the succession of Mr. Izaak Krisifoe as an EEC Micro Project Coordinator. Since there will be a change also in our Liaison Office and up to now we have not been able to get a new Zambia secretary, we have come to the conclusion that at the present stage Gossner Mission will not continue to organize this programme as an NGO for the EC. This may change when we have settled the other things with our own staff after some months, if the EC have not found any other organisation to take over the responsibility for this programme. We also decided already for a person as successor for Sietske Krisifoe in our Liaison Office at Lusaka. Therefore at the moment there would be no point in negotiating with Mr. Aantjes. Most probably I shall visit Zambia in May or June this year, if things look different at that time I would try to contact Mr. Aantjes in Harare in connection with my visit to Zambia.

I hope you can understand our present situation which has caused some uncertainty to the candidate whom you suggested to us. We do hope that things become clearer for us within the next few months.

With best regards,

Yours sincerely

Dieter Hecker

Rev. Dieter Hecker,
Director

cc: Mr. Aantjes,
Mrs. Krisifoe

Gossner Mission



Handjerystraße 19-20
1000 Berlin 41 (Friedenau)
Fernsprecher: (0 30) 85 10 21

Gossner Mission · Handjerystraße 19-20 · 1000 Berlin 41 (Friedenau)

To
the Permanent Secretary
Ministry of Finance
P.O. Box RW 50062
Lusaka / Z a m b i a

- ☐ Indien
- ☐ Nepal
- ☐ Zambia
- ☐ Öffentlichkeit
- ☐ Gemeindedienst
- ☐ Verwaltung

Berlin, den

January 2, 1988

1

Re.: Technical Assistance Contract No. 58
- Refunding of "Personnel Fees" for the 4th quarter of 1987

Dear Sir,

Herewith I kindly ask you to give order of payment to the Bank of Zambia that Kwacha - equivalent of

ECU 975,--

be paid into our bank account as stated in Art. 5. 7a of the above mentioned contract, and DM equivalent of

ECU 8.775,--

be paid into our bank account in Berlin-West as stated in Art. 5. 7b of the contract.

This is to cover the expenditures on "Personnel Fees" for the 4th quarter of 1987.

The same kind I kindly ask you for in reference to the km-allowances according to the mileage-figure which Mr. Krisifoe has given you, for stationary and per diem allowances according to the given and by the NCDP approved amount.

Sincerely yours,

Dieter Hecker

Rev. Dieter Hecker,
Director Gossner Mission

cc: The Delegate of the C.E.C., Lusaka
Liaison Office of Gossner Mission, Lusaka

CLAIM STATEMENT OF THE FOURTH QUARTER 1987 FOR THE
INTERIM COORDINATOR OF THE MICRO PROJECTS PROGRAMME.

A. As per contract: Claim in Kwacha paid to Gossner Mission-
Lusaka-Zambia:

- | | |
|--------------------------------------|-------------------------|
| I. Claim for Km-allowances | K equivalent of 2288,50 |
| II. Claim for stationary/adm. | K 1047.25 |
| III. Claim for subsistence allowance | 2023.10 |

As per contract: Claim in ECU, paid to Gossner Mission,
Berlin-West-Germany.

- I. Claim for Km- allowances - Total ECU 2288,50

CLAIM STATEMENT
THE FOURTH QUARTER 1987.

1. Claim for KM allowance:

1. October 1987	270 km
2. November 1987	4947 km
3. December 1987	3937 km

Total	9154 km
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$9154 \text{ km} \times 0,50 \text{ ECU} = 4577.--\text{ECU}$

$50\% \text{ of } 4577 \text{ ECU} = 2288,50 \text{ ECU}$

The claim should be paid as follows:

- To the Gossner Mission in Berlin, West-Germany ECU 2288,50 (50%)
- To the Gossner Mission, Lusaka, Zambia the equivalent of ECU2288,50 (50%) in Kwacha.

KM-CLAIM
OCTOBER 1987.

DATE	JOURNEY from to	Purpose of Journey	km -run
19.10	Lusaka area	Office work	30km
20.10	"	"	30 km
23.10	"	"	30
26.30	"	"	30
27.10	"	"	30
28.10	"	"	30
29.10	"	"	30
30.10	"	"	30
31.10	"	"	30
		Total	270

KM-ClaimNovember 1987.

Date	Journey from to	Purpose Journey	KM-Run
2.11.1987	Lusaka area	Office work	30
3.11.	"	"	30
4.11	"	"	30
5.11	"	"	30
6.11	"	"	30
7.11	"	"(writing report EEC)	30
9.11	"	"	30
10.11	"	"	30
11.11 till	Lusaka-C'belt-Mansa	Check up on projects in	2186
14.11	Chilubi-Lusaka	C'belt and Chilubi area	
11.11 till	Lusaka area	Office work by 2nd GM car	
13.11		3 days x 30	90
16.11	Lusaka area	Office work	30
17.11	"	"	30
18.11	"	"	30
19.11	"	"	30
20.11	"	"	30
21.11	"	"	30
22.11	"	"	30
23.11	"	"	30
24.11	"	"	30
25.11	"	"	30
26.11	"	"	30
27.11 till	Lusaka-Petauke-Chipata	Visiting of projects in	2071
1/12	Lundazi- Chipata-Lusaka	Eastern Province	
27.11	Lusaka area	Office check by 2nd GMcar	30
30.11	"	"	30
Total			4947 km

On 2.11 Mr. Nyrenda went by local transport to the Copperbelt, visiting projects. Staying away untill 4.11.1987

KM - CLAIM
DECEMBER 1987.

Date	Journey from to	Purpose of Journey	KM-Run
1.12.1987	Lusaka area	Office work	30
2.12	"	"	30
3.12	"	"	30
4.12	"	"	30
5.12	"	"	30
8.12	"	"	30
9.12	"	"	30
10-12	"	"	30
11-12	"	"	30
14.12	"	"	30
15-12	"	"	30
16-12 till	Lusaka - Mpika -Mpika area	Check"up on Projects in Northern Province	1814
19-12	Lusaka	Check on office by GM	
16-12 till	Lusaka area	ear 4 x 30 km	120
19.12		Office work	30
21.12	Lusaka area	"	30
22.12	"	"	30
23.12	;	"	30
24.12	"		
28.12 till	Lusaka - Masuku-	Office Check up on projects	
29.12	Namwala	Southern Province	1493
30.12	Lusaka area	Office work	30
31.12	"	"	30
			3937 km

Claim statement.

Fourth quarter 1987.

II. Claim statement for stationary/adm.:

1. Andee's hard ware, rec. 23875, (17.11.87)	450.--
2. Ans stationary Ltd., rec. 20788, (18.11.87)	48.--
3. " rec. 20925, (23.11.87)	217,50
4. Pioneer printers, rec. 214, (23.11.87)	41.25
5. " rec. 213, (23.11.87)	82.--
6. City duplicators, rec. 15076, (24.12.87)	200.--
7. Pioneer printers, rec. 18, (31.12.87)	8,50

Total K1047,25

The
Delegation
of the Commission of the European Communities

- Mr. David Mc Rae -

P.O. Box 34871

Lusaka

Zambia

Erhard Mische

October 12, 1987

Dear David,

the death of Isaak has been a real shock to everybody and we all know that it is almost impossible to replace him by a person with a similar experience, knowledge, dedication and straightforward character. He was indeed a wonderful friend.

His work is unfinished and his death puts a heavy burden on our shoulders to carry out what has been begun. Gossner Mission wishes seriously to continue the good relationship and cooperation with the EEC and the Zambian Government. However it will not be easy to find someone who may step in. We shall try our best to look for a solution.

For the funeral of Isaak we have bought a bunch of flowers according to the Dutch tradition. Enclosed you will see the invoice. Please, be so kind and refund it to our Lusaka bank account via Mrs. Krisifoe.

With best regards,

yours

Erhard Mische

Gossner Mission



Handjerystraße 19-20
1000 Berlin 41 (Friedenau)
Fernsprecher: (0 30) 85 10 21

Gossner Mission · Handjerystraße 19-20 · 1000 Berlin 41 (Friedenau)

To
the Permanent Secretary
Ministry of Finance
P.O. Box RW 50062
Lusaka / Z a m b i a

- ☐ Indien
- ☐ Nepal
- ☐ Zambia
- ☐ Öffentlichkeit
- ☐ Gemeindedienst
- ☐ Verwaltung

Berlin, den
October 2, 1987

Re.: Technical Assistance Contract No. 58
- Refunding of "Personnel Fees" for the 3rd quarter of 1987

Dear Sir,

Herewith I kindly ask you to give order of payment to the Bank of Zambia that Kwacha - equivalent of

ECU 975,--

be paid into our bank account as stated in Art. 5. 7a of the above mentioned contract, and DM equivalent of

ECU 8.775,--

be paid into our bank account in Berlin-West as stated in Art. 5. 7b of the contract.

This is to cover the expenditures on "Personnel Fees" for the 3rd quarter of 1987.2

The same kind I kindly ask you for in reference to the km-allowances according to the mileage-figure which Mr. Krisifoe has given you, for stationary and per diem allowances according to the given and by the NCDP approved amount.

Sincerely yours,

Dieter Hecker

Rev. Dieter Hecker,
Director Gossner Mission

cc: The Delegate of the C.E.C., Lusaka
Liaison Office of Gossner Mission, Lusaka

CLAIM STATEMENT OF THE THIRD QUARTER 1987 for the
Co-Ordinator of Micro-Projects Programme.

A. As per Contract: Claim in Kwacha paid to Gossner Mission,
Lusaka-Zambia.

- | | |
|--------------------------------------|----------------------------|
| I. Claim for KM allowances | K equivalent of ECU3072.50 |
| II. Claim for stationary | K 35.40 528.15 |
| III. Claim for subsistence allowance | 8160.-- |

B. As per contract: Claim in ECU, paid to Gossner Mission,
Berlin west- West-Germany:

- | |
|---|
| I. Claim for KM allowance - Total ECU 3072.50 |
| ===== |

CLAIM STATEMENT
3rd QUARTER ; 1987.

Claim for Kilometer allowance:

1. July 1987	2288	KM
2. August 1987	6426	km
3. September 1987	3576	km
Total	12290	km

12290 x 0.50 ECU = ECU 6145.--
50% of ECU 6145 = 3072.50 ECU

The claim is to be paid as follows:

- to the Gossner Mission in Berlin, West-Germany ECU 3072.50 (50%)
- to the Gossner Mission, Lusaka-Zambia te equivalent of ECU 3072.50 (50 %) in Kwacha.

KM-CLAIM
July 1987.

Date	Journey from to	Purpose Journey	KM RUN.
1.7.1987	Lusaka area	Office adm.	38
2.7.	Lusaka-Ndola	Project monitoring	364
3.7	Ndola Chilubi	Visit of new project with Flying Doctors service	
4.7.	Ndola -Lusaka	Return trip	352
8.7.	Lusaka area	Off. adm	58
9.7	"	"	35
10-7	"	"	55
13.7	"	"	48
14.7	"	"	25
15.7	Lusaka-Ndola area	Monitoring projects	352
16.7	Ndola Lusaka	"	364
17.7	Lusaka area	Office Admin.	47
20.7	"	"	71
21.7	"	"	65
22.7	"	"	59
23.7	"	"	48
24.7	"	"	36
27.7.	"	"	45
28.7	"	2	64
29.7	"	"	71
30.7	"	"	39
31.7	"	"	52
Total			2288 km

KM-CLAIM
AUGUST 1987.

Date	Journey from to	Purpose journey	KM Run.
4.8.1988	Lusaka area	Office administration	44
5.8.	"	"	35
6.8.	Lusaka-Sinazongwe	Cheque up on proj-proposal	315
7.8	Sinazongwe area	Tour of roads	215
8.8	Sinazongwe-Lusaka	Return via Gwembe Boma and Chikuni school	335
10.8	Lusaka area	Office adm	36
11.8	Lusaka-Kalomo	Check up on schoolprojects	415
12.8	Visit with EEC representative to Gwembe Valley		316
13.8.	Kanchindu.Muuka.Siameya- Siawaza- Lusaka	Tour on roads and investigation Seedsprogramme	519
14.8	Lusaka area	Office adm.	36
19.8.	"	"	34
20.8	Copperbelt tour, Lus.-Kabwe Masaiti-Mpongwe Mushili- Chingola	Check up on projects	439
21.	Chingola-Kalulushi- Mufulira- Kabwe Lusaka	"	581
24.8.	Lusaka area	Office adm.	58
25.8.	Lusaka area	"	38
26.8	Lusaka-Mpika-Kasama-Mbala	Project monitoring	1029
27.8	Mbala-Senga Hill-Mpulungu-Mbala	"	234
28.8	Mbala-Chindo		204
29.8	Mbala-Lusaka		1012
31.8	Lusaka-Livingstone	Project visit	531
Total			6426 km

KM-Claim.

September 1987.

Date	Journey from to	Purpose Journey	KM-Run
1.9	Livingstone area	Check up of projects with EEC Delegate	317
2.9	Livingstone- Gwembe Chikuni-Mazabuka-Lusaka	Check up on Projects	338
7.9	Lusaka area	Office administration	51
8.9	Lusaka area	"	38
9.9	"	"	62
10.9	Lus-Mazabuka, NegaNega- Lus .	Project visits	266
11.9	Mazabuka area-Sinazongwe-Lus	"	650
14.9	Project Lusaka-Siavons	Project visits	437
15.9	Lusaka - Kabwe Lusaka	"	538
16.9	Lusaka area	Office adm.	27
17.9	Luska area	"	44
18.9	"	"	36
21.9	"	"	44
22.9	"	"	44
23.9	"	"	36
24.9	Lusaka-Kabwe-Ndola	Project monitoring	376
25.9	Ndola Rural, Masaiti-Luanshya Chingola	"	272
Total			<u>3576</u>

CLAIM STATEMENT THIRD QUARTER 1987:

II! Claim for stationary/adm.:

1. City duplicator, rec. 4985 (1.7.87)	K 3.50
2. " 6707 (30.7.87)	14.--
3. Graphics Africa 99636 (8.8.87)	9.50
4. City duplicator, 9562 (17.9.87)	8.40
5. Pioneer printers 1425 (19.9.87)	155.--
6. " 1426 "	59.75
Total	K 250.15

7. extra found City duplicators

28.-- K 278.15
250.--
528.15

III. Claim for Subsistence allowance:

I. New Savoy Hotel, Ndola, Rec. No 99711 /99712 K 334.15

Unfortunately I could only find the two receipts, mentioned above. However, the co-ordinator, Late Mr. Krisifoe, spend 25 nights out of station during the 3rd quarter. According to contract he was allowed to claim 5 nights/month, on rates as per FAO: Copperbelt + Livingstone K 810.--/night Rural area 240.--/night.

According to Km-claim, he spend 6 nights in Copperbelt and 2 nights in Livingstone = 8 x 810.--- K 6,480.--
7 nights in Rural areas = 7 x 240.--- K 1,680.--
K 8,160.--
=====

Later found receipts to be added:

2. New Savoy rec. 16432 (15.7.87)	K 29.04
3. " 103737 (25.9.87)	388.45
4. " 23946 (24.9.87)	2,60
5. " 26447 (24.9.87)	62.92
6. Mulungushi Motel 4122 (24.9.87)	29.04
7. Eagle rest chalets (17.9.87)	12.--

977

... of ... 19.8.1987.

The Delegate of the Delegation
of the Commission of the European Communities,
P.O.Box 34871,
Lusaka.

Dear Sir,

Further to our discussion I would like to inform you
how far we are with our preparation for the distribution
of seeds for the planting season 1987/88.

We have ordered and paid:

1.9 ton MM 504	K 5,662.00
7 tons MMV 400	K 29,400.--
5 tons R 201	K 15,900.--
300 kg ZSV1	K 480.--
Total paid	K 51,442.--

Unfortunately Sorghum (Red Framida) could not be bought, since
the seed was full of weavils. It will be investigated if any
is available via Mount Makulu.

To cover the whole season, we would need the following
amounts of seeds in addition to the above:

15 ton R 201	K 47,700.--
150 kg beans (white)	882.--
15 bags of Bambara nuts from GTZ	1,350.--
	K 49,932.--
Transport + packing	K 9,000.--

K 58,932.

S.C. Krisloff-van der Bon,
Liaison officer/representative
Gossner Mission.

we have ordered and sent:

1.3 ton 204	2.0 ton 204
1 ton 204	1 ton 204
2 ton 204	2 ton 204
300 lb 204	300 lb 204
Total paid	2.0 ton 204

the seed was full of weevils. It will be investigated if any
is available via Mount Vernon.

To cover the wide seaboard, we would need the following:

	Transport - packing	\$ 8,000.-
		\$ 49,932.-
	17 bags of Bismarck date from GTS	1,320.-
	150 kg beans (white)	682.-
	12 ton E 201	E 41,700.-
	amounts of needs in addition to the above:	

DELEGATION OF THE COMMISSION
OF THE EUROPEAN COMMUNITIES

IN THE REPUBLIC OF ZAMBIA



ADDRESS: P. O. BOX 34871
LUSAKA, ZAMBIA
TELEPHONE: 250711 - 251140
TELEX: 40440 ZA DECEC
TELEGRAMS: DELECOMEUR

Our ref: G.12/1948

24 August 1987

Mr Hankanga,
National Co-ordinator
Drought and Famine Relief Programme,
Ministry of Agriculture and Water Development,
Lusaka.

Dear Mr Hankanga,

SUBJECT : Distribution of Seeds for the Next Planting Season

I attach a copy of the letter sent to me by the Gosner Mission with respect to the distribution of seeds for the next planting season.

Pending completion of your forthcoming discussions with the co-operative unions, I think it would make sense to support NGO's efforts to procure seeds to the farmers in the areas where those NGO's have been established for many years and where they have on-going development activities.

I would therefore suggest that the Delegation transfers to the Gosner Mission, out of the funds earmarked for EEC assistance to the Gwembe Valley, the amount of 100,000 Kwacha needed for the purchase of seeds to be used in the 1987-88 season. The Delegation would accept that the seeds are sold to the farmers at the usual prices, under the condition that the proceeds are used, as proposed in Mrs Krisifoe's letter, for building storage facilities in the area.

I would be grateful for your early reaction.

Yours sincerely,

J M FILORI
Commission Delegate

cc : Mr Mbulo, Deputy NAO of the EDF
Mr Van Der Does De Willebois

encl.

EEC - ...

JOS. HANSEN

& SOEHNE (ZAMBIA) LIMITED

*with me
beheld*

h.

Lusaka
Cairo Road
Hamburg House
P.O. Box 31104,
Phone: 211063/211058
& 212896.

Branches:

Kitwe
President Avenue
P.O. Box 22800
Phone: 210077/210892/210593.

Ndola
President Avenue,
P.O. Box 71272,
Phone: 3529/3536

Bankers:

Commercial Bank Zambia Ltd.
Barclays Bank of Zambia Ltd.
Standard Chartered Bank Zambia Ltd.
Grindlays Bank International (Z) Ltd.

Gossner Service Team
Gossner Mission
Box 50162
LUSAKA

Our Ref.

Your Letter

Our Ref.

Date

91/dmm

18th June 1987

Attention: MRS SIETSKE C. KRISIFOE

Dear Madam,

re: ACTIVITY OF JOS HANSEN GROUP OF COMPANIES IN ZAMBIA

We thank you for your kind attention which you have placed at our disposal during the visit to your offices of the undersigned.

We take the liberty in listing below, in summarized form companies whose interest we represent in Zambia together with a description of their field of activity.

OLYMPIA -	Typewriters and calculators
SHARP -	Photocopying machines
LEITZ -	Microscopes for Educational and Medical Professional
WILD -	Survey equipment - Theodolites, levels 3 Dimensional microscopes for research and medical use
KARL KOLB -	Scientific, Educational laboratory supplies
AGFA GEVAERT -	X-Ray equipment and Films
SCHULE -	Rice, Millet, Sorghum milling machines and Turn key plants
KOMET -	Oil expelling presses for sunflower, groundnuts manual or engine operated

.... / 2

A MEMBER of the JOS. HANSEN GROUP with offices in
Germany, Liberia; Ghana, Togo, Dahomey, Nigeria; Sudan, Ethiopia, Kenya, Uganda, Tanzania, Malawi, Malagasy,
Yemen, Kuwait, Iran, Singapore.

JOS. HANSEN
& SOEHNE (ZAMBIA) LIMITED

Page 2

Your Ref

Your Letter

Our Ref
91/dmm

Date
18th June 1987

Jos Hansen and Soehne (Z) Limited in Lusaka has been in operational in Zambia for over 20 years and have so far invested a lot of money into their manufacturing companies i.e.

WATER ENGINEERING

- representatives of Weir pumps and pleuger submersible pumps for Agriculture.
- suppliers of irrigation equipment for mining and agriculture use.
- Manufacture of couplings for irrigation piping.

**COPPERBELT AFKO PLAST
LIMITED**

- Plastic manufacturing company in the injection moulding field specialising in industrial and agriculture components and containers for chemical and food industry.

Enclosed please find pamphlets for some of the mentioned machines and offers for Typewriter and photocopying machine.

Should you require any further information please feel free to contact the undersigned.

Thankyou and kind regards.

Yours faithfully
JOS HANSEN & SOEHNE (Z) LIMITED


S.M. LONGWANI
Commercial Manager

JOS. HANSEN & SOEHNE
AUSSENHANDELSGESELLSCHAFT MBH

Moenckebergstrasse 10
D 2 HAMBURG 1
Telephone: Nö (040) 334 31
Telex: No. 2 164 660 jhs d
Cable Address: Metalikonlor

Gossner Service Team
Gossner Mission
P.O. Box 50162
LUSAKA

THROUGH:

YOUR INDEBT No

OUR ORDER No

Attention: Mrs Sietske C. Krisifor

PROFORMA-INVOICE

18/6/87
4 months after receipt of Order

PAYMENT: Direct to ourselves

PRICE ARE STRICTLY SUBJECT TO OUR FINAL CONFIRMATION -
IF NOT OTHERWISE STATED- AND BASED ON PRESENT RAW MATERIAL-
PRICES, FREIGHT RATES, SURCHARGES (IF ANY) AND INSURANCE -
PREMIUM - ANY ALTERATION TO BUYERS ACCOUNT


JOS. HANSEN & SOEHNE
AUSSENHANDELSGESELLSCHAFT MBH

1 X	SG 3N Manual Typewriter with 46 cm carriage	@ DM 808.50	DM 808.50
	OR		
1 X	SG 3N Manual Typewriter with 62 cm carriage	@ DM 1078.00	DM 1078.00
	FREIGHT UP TO LUSAKA	DM 250.00	
	INSURANCE	DM 25.00	
	ORIGIN: MEXICO		

JOSEF HANSEN & SOEHNE
AUSSENHANDELSGESELLSCHAFT MBH

Moenckebergstrasse 10
D 2 HAMBURG 1
Telephone: No. (040) 334 31
Telex: No. 2 461 660 jhs d
Cable Address: Metallkontor

Gossner Service Team
Gossner Mission
P.O. Box 50162
LUSAKA

THROUGH:

Attention: Mrs. Sietske C. Krisifor

YOUR INDENT No

OUR ORDER No

PROFORMA-INVOICE

Date: 8/6/87
Delivery: 2-3 Months after receipt of Order

PAYMENT: Direct to ourselves

PRICES ARE STRICTLY SUBJECT TO OUR FINAL CONFIRMATION -
NOT OTHERWISE STATED- AND BASED ON PRESENT RAW MATERIAL-
PRICES, FREIGHT RATES, SURCHARGES (IF ANY) AND INSURANCE -
PREMIUM - ANY ALTERATION TO BUYERS ACCOUNT

MI
JOSEF HANSEN & SOEHNE
AUSSENHANDELSGESELLSCHAFT MBH

OLYMPIA TYPE WRITER

1 X	Standard 200I Typewriter	@ DM 1567.50	DM 1567.50
10 X	ESW 3000 Carbon, correctable ribbons	@ DM 6.50	DM 65.00
10 X	Lift off tapes, Yellow core	@ DM 1.10	DM 11.00
TOTAL FOB HAMBURG			DM 1643.50
AIRFREIGHT APPROX.			DM 120.00
INSURANCE			DM 27.00
TOTAL C.I.F. LUSAKA			DM 1790.50

ORIGIN: FEDERAL REPUBLIC OF GERMANY

JOS. HANSEN & SOEHNE
AUSSENHANDELSGESELLSCHAFT MBH

Moenckebergstrasse 10
D 2 HAMBURG 1
 Telephone: No. (040) 334 31
 Telex: No. 2 165 660 jhs d
 Cable Address: Metallkontor

Gossner Service Team
 Gossner Mission
 P.O. Box 50162
LUSAKA

THROUGH:

Attention: Mrs. Sietske C. Krisifoe

YOUR INDENT No

OUR ORDER No

PROFORMA-INVOICE

18/6/87

4 weeks after receipt of Order

PAYMENT: Direct to ourselves

PRICES ARE STRICTLY SUBJECT TO OUR FINAL CONFIRMATION -
 NOT OTHERWISE STATED- AND BASED ON PRESENT RAWMATERIAL-
 PRICES, FREIGHT RATES, SURCHARGES (IF ANY) AND INSURANCE -
 REMIUM - ANY ALTERATION TO BUYERS ACCOUNT

MLP
JOS. HANSEN & SOEHNE
 AUSSENHANDELSGESELLSCHAFT MBH

PHOTOCOPYING MACHINE

1 X	SF 7100 Copier (SHARP)	@ DM 2200	DM 2,200.00
1 X	SF 76 LM Masters (10 sheets)	@ DM 432.63	DM 432.63
1 X	SF 76 DV Developer (10 Bottles)	@ DM 237.27	DM 237.27
1 X	SF 76 LT Toner (20 Bottles)	@ DM 344.85	DM 344.85

TOTAL F.O.B. HAMBURG

DM 3,214.75

FREIGHT UP TO LUSAKA

DM 310.00

INSURANCE

DM 53.00

TOTAL C.I.F. LUSAKA

DM 3,577.75

ORIGIN: JAPAN

(ONLY ONE RECIPIENT AND ONE CURRENCY PER PAYMENT ORDER)

REPUBLIC OF ZAMBIA

MINISTRY OF FINANCE

f

ORIGINAL to be addressed to EDF BRUSSELS for/
~~after~~ execution(1)

(1)(irrelevant mention to be cancelled)

PAYMENT ORDER No. 081/87

(1)

To be executed by ~~BANK OF ZAMBIA~~/EDF BRUSSELS

EDF PROJECT No. 5102.38.56.022

TITLE: First Annual Micropojects

(1)

SUBJECT OF PAYMENT: Commitment No. 01

TA. No 58

Supply or Works Order No.

date 8.4.87

Amounts to be paid		Name and Address of Recipient	Bank Account of The Recipient Name, Agency, No. etc	Description and/or Specifications
Amount	Currency			
10,669.00	ECU	Gossner Mission Berlin Handjerystrasse 19 - 20 1000 Berlin 41 <i>Geld empf. 22.5.87 3fs</i> <i>DM 22.164.63</i>	Account No: 0407480700 Berliner Bank Ag Hardenberg Str 82 Postfach 121709 1000 Berlin 12	Ref letter of 3.1.87 claiming fees & expenditure for 4th quarter 1986
10,669.00	ECU	TOTAL: Ten thousand six hundred and sixty-nine ECU (in words)		

Endorsed: Endorsed at *Lusaka* on *11/4/87*
THE DELEGATE OF THE COMMISSION
EUROPEAN DEVELOPMENT FUND

Signature

THE NATIONAL AUTHORISING OFFICER OF
THE EUROPEAN DEVELOPMENT FUND

Lusaka,

Signature



(ONLY ONE RECIPIENT AND ONE CURRENCY PER PAYMENT ORDER)

REPUBLIC OF ZAMBIA

ORIGINAL to be addressed to EDF BRUSSELS for/
~~after execution~~(1)

(1)

(1)(irrelevant mention to be cancelled)

PAYMENT ORDER No. 244/86

To be executed by: ~~BANK OF ZAMBIA~~ (1) EDF BRUSSELS

EDF PROJECT No. 5102.38.56.022

TITLE: First Annual Micro Projects.

MINISTRY OF FINANCE

SUBJECT OF PAYMENT: Commitment No. 01
T.A. 58

Supply or Works Order No.

date 9.9.86

Amounts to be paid		Name and Address of Recipient	Bank Account of The Recipient Name, Agency, No. etc	Description and/or Specifications
Amount	Currency			
5,862.75	E C U	Gossner Mission Berlin Handjerystrasse 19-20 1000 BERLIN 41	Account No: 0407480700 Berliner Bank Ag. Hardenberg Str 32 Postfach 121709 1000 BERLIN 12	Payment for 2nd quarter Letter of 2.7.86
PAYABLE IN D M				
5,862.75	E C U	TOTAL: Five thousand eight hundred and sixty-two ECU and 75/100 (in words)		

Endorsed at _____ on _____ 19____
THE DELEGATE OF THE COMMISSION
EUROPEAN DEVELOPMENT FUND

Signature

THE NATIONAL AUTHORISING OFFICER OF
THE EUROPEAN DEVELOPMENT FUND

Lusaka,

Signature



**DELEGATION OF THE COMMISSION
OF THE EUROPEAN COMMUNITIES**

IN ZAMBIA

PO No. 244/86

CONTROL CARD No. 18.....

- PROJECT No. 5102.38.56.022
- PROJECT TITLE First Annual Microprojects
- CONTRACT/ESTIMATE No. TA 58
- CONTRACT AMOUNT ECU 122,000.00 CONTRACTOR Gossner Mission
- COMMITMENT No. 01 CONTRACT EXCHANGE RATE
- AMOUNT IN ECU ECU 122,000.00 CONTRACT PAYMENTS:
- AMOUNT IN LOC. CUR. % IN
- PERFORMANCE PERIOD 24 MONTHS FROM 1.1.85 % IN
- PAYMENT DETAILS Payment for 2nd quarter 1986
- AND REFERENCE Ref letter of 2.7.86

EDF		ITEM OF EXPENDITURE	AMOUNT PROVIDED IN CONTRACT	PRIOR PAYMENTS	PRESENT PAYMENT	+ or -	TOTAL TO DATE
3	5						
4	6						
A	A	ADVANCE: SUPPLIES					
B	B	ADVANCE: EQUIPMENT					
C	C	ADV.: START-UP OR SUPPLIES	(24,400.00)	(4,400.00)	(4,400.00)	-	
D	D	WORKS, SUPPLIES					
E	E	WORKS					
F	F	PRICE VARIATION					
G	G	RETENTION GUARANTEE					
H	H	PENALTY FOR DELAY					
I	I	FEES	71,500.00	32,750.00	8,775.00		41,525.00
L	L	TRAVEL, BAGGAGE	11,000.00	2,840.09			2,840.09
M	M	SUPPLIES	2,000.00	459.84			459.84
N	N	LOGISTICAL	27500.00	19,672.00	1,487.75		21,159.75
		TAX					
		OTHER	10,000.00	1,189.92			1,189.92
TOTAL		IN CONTRACT CURRENCY	122,000.00	61,311.85	5,862.75		67,174.60
		IN ECU	122,000.00	61,311.85	5,862.75		67,174.60

REMARKS - BALANCE DUE ON CONTRACT:
- TO BE CLOSED: ~~YES~~/NO
- OTHERS

DATE: 9.9/86
ADVISER S SIGNATURE

RESERVED FOR DG VIII E1 AND E2

Code Ordinateur		N° Comptable																Référence												E-1 Date								
		Débit								Crédit																												
		C	L	Nat.	Pays	C	L	Nat.	Pays	N° Projet	Eng.																											
FED	3-4	1	2	3	4	5	6	7	8	12	13	14	15	16	17	18	19	20																				
		F	4	2		5						4																										
FED	5-6	1	2	3	4	5	6	7	8	11	12	14	15	16	17	18	19	20	21	23	24	25	26	27	28	29	30	31	32	33	34	35	36					
		F	4	2		6						5																										
Montant en ECU												±	Montant Devise Contractuelle												Montant Paiement										Code Devise Payée			
37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75
																																				O		



With Compliments

DELEGATION OF THE COMMISSION
OF THE EUROPEAN COMMUNITIES

P.O. BOX 34871
LUSAKA ZAMBIA
CABLES: DELECOMEUR
TEL: 250711 - 251140

TELEX: ZA 40440

(ONLY ONE RECIPIENT AND ONE CURRENCY PER PAYMENT ORDER)

REPUBLIC OF ZAMBIA

ORIGINAL to be addressed to EDF BRUSSELS for/
~~after~~ execution(1)

(1)

(1)(irrelevant mention to be cancelled)

PAYMENT ORDER No. 182/86

To be executed by: BANK OF ZAMBIA/EDF BRUSSELS

EDF PROJECT No. 5102.38.56.022

TITLE: First Annual Microprojects

MINISTRY OF FINANCE

SUBJECT OF PAYMENT: Commitment No. 01

T.A. Contract No 58

Supply or Works Order No.

date 10 June 1986

Amounts to be paid

Amount

Currency

Name and Address
of Recipient

Bank Account of
The Recipient
Name, Agency, No. etc

Description and/
or Specifications

6,316.75

E C U

Gossner Mission Berlin
Handjerystrasse 19-20
1000 Berlin 41

Account No:
0407480700
Berliner Bank Ag.
Hardenberg Str.32
Postfach 121709
1000 Berlin 12
Germany

Payment for 1st quarter
1986 + reimbursables
Letter of 2.4.86

PAYABLE IN D M

6,316.75

E C U

TOTAL:
(in words)

Six thousand three hundred and sixteen ECU and 75/100
Payable in Deutsch Mark

Endorsed: Endorsed at 1986 on 19

THE DELEGATE OF THE COMMISSION
EUROPEAN DEVELOPMENT FUND

Signature

THE NATIONAL AUTHORISING OFFICER OF
THE EUROPEAN DEVELOPMENT FUND

Lusaka,

Signature



DELEGATION OF THE COMMISSION
OF THE EUROPEAN COMMUNITIES

PO No. 182/86

IN ZAMBIAN

CONTROL CARD No. 17

- PROJECT No. 5102.38.56.022
- PROJECT TITLE First Annual Microprojects
- CONTRACT/ESTIMATE No. T.A. 58
- CONTRACT AMOUNT ECU 122,000.00 CONTRACTOR Gossner Mission
- COMMITMENT No. 01 CONTRACT EXCHANGE RATE
- AMOUNT IN ECU ECU 122,000.00 CONTRACT PAYMENTS:
- AMOUNT IN LOC. CUR. % IN
- PERFORMANCE PERIOD 24 MONTHS FROM 1.1.85 % IN
- PAYMENT DETAILS Payment for 1st quarter 1986
AND REFERENCE Letter of 2.4.86

EDF		ITEM OF EXPENDITURE	AMOUNT PROVIDED IN CONTRACT	PRIOR PAYMENTS	PRESENT PAYMENT	+ or -	TOTAL TO DATE
3	5						
4	6						
A	A	ADVANCE: SUPPLIES					
B	B	ADVANCE: EQUIPMENT					
C	C	ADV.: START-UP OR SUPPLIES	(24,400.00)	(8,400.00)	4,000.00	-	(4,400.00)
D	D	WORKS, SUPPLIES					
E	E	PRICE VARIATION					
F	F	RETENTION GUARANTEE					
G	G	PENALTY FOR DELAY					
H	H	FEES	71,500.00	23,975.00	8,775.00		28,750.00
I	I	TRAVEL, BAGGAGE	11,000.00	2,840.09	-		2,840.09
L	L	SUPPLIES	2,000.00	459.84	-		459.84
M	M	LOGISTICAL	27,500.00	18,130.25	1,541.75		19,672.00
N	N	TAX					
N	N	OTHER	10,000.00	1,189.92	-		1,189.92
TOTAL			122,000.00	71,034.37	6,316.75		77,351.12
			122,000.00	71,034.37	6,316.75		77,351.12

REMARKS - BALANCE DUE ON CONTRACT:
- TO BE CLOSED: YES/NO
- OTHERS

DATE: 6.6.86
ADVISER'S SIGNATURE

RESERVED FOR DG VIII E1 AND E2

Code Ordinateur	N° Comptable																Référence	E-1 Date																						
	Débit								Crédit																															
	C	L	Nat.	Pays	C	L	Pays	N° Projet	Eng.																															
FED	1	2	3	4	5	6	7	8	12	13	14	15	16	17	18	19	20																							
3-4	F	4	2		5						4																													
FED	1	2	3	4	5	6	7	8	11	12	14	15	16	17	18	19	20	21																						
5-6	F	4	2		6						5																													
Montant en ECU										±	Montant Devise Contractuelle										Montant Paiement										Code Devise Payée									
37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75		

To
the Permanent Secretary
Ministry of Finance
P.O. Box RW 50062
Lusaka / Z a m b i a

October 2, 1987

Re.: Technical Assistance Contract No. 58
- Refunding of "Personnel Fees" for the 3rd quarter of 1987

Dear Sir,

Herewith I kindly ask you to give order of payment to the Bank of Zambia that
Kwacha - equivalent of

ECU 975.--

be paid into our bank account as stated in Art. 5. 7a of the above men-
tioned contract, and DM equivalent of

ECU 6.775.--

be paid into our bank account in Berlin-West as stated in Art. 5. 7b of
the contract.
This is to cover the expenditures on "Personnel Fees" for the 3rd quarter
of 1987.

The same kind I kindly ask you for in reference to the km-allowances
according to the mileage-figures which Mr. Krisifoe has given you, for
stationary and per diem allowances according to the given and by the
NCOP approved amount.

Sincerely yours,

Dieter Hecker

Rev. Dieter Hecker,
Director Gossner Mission

cc: The Delegate of the C.E.C., Lusaka
Liaison Office of Gossner Mission, Lusaka

To
the Permanent Secretary
Ministry of Finance
P.O. Box RW 50062
Lusaka / Z a m b i a

July 2, 1987

Re.: Technical Assistance Contract No. 58
- Refunding of "Personnel Fees" for the 2nd quarter of 1987

Dear Sir,

Herewith I kindly ask you to give order of payment to the Bank of Zambia that
Kwacha - equivalent of

ECU 975,--

be paid into our bank account as stated in Art. 5. 7a of the above men-
tioned contract, and DM equivalent of

ECU 8.775,--

be paid into our bank account in Berlin-West as stated in Art. 5. 7b of
the contract.

This is to cover the expenditures on "Personnel Fees" for the 2nd quarter
of 1987. The same kind I kindly ask you for in reference to the km-allowances
according to the mileage-figure which Mr. Krisifoe has given you, for
stationary and per diem allowances according to the given and by the
NCDP approved amount.

Sincerely yours,

Rev. E. Mische

cc: The Delegate of the C.E.C., Lusaka
Liaison Office of Gossner Mission, Lusaka

The Permanent Secretary
Ministry of Finance
P.O. Box RW 50062
Lusaka / Zambia

April 2, 1987

Re.: Technical Assistance Contract No. 58
- Refunding of "Personnel Fees" for the 1st quarter of 1987

Dear Sir,

Herewith I kindly ask you to give order of payment to the Bank of Zambia that Kwacha - equivalent of

ECU 975.--

be paid into our Bank account as stated in Art. 5. 7a of the above mentioned contract, and DM equivalent of

ECU 8.775.--

be paid into our Bank account in Berlin-West as stated in Art. 5. 7b of the contract.

This is to cover the expenditures on "Personnel Fees" for the 1st quarter of 1987.

The same kind I kindly ask you for in reference to the km-allowances according to the mileage-figure which Mr. Krisifoe has given you, for stationary and per diem allowances according to the given and by the NCDP approved amount.

Sincerely yours,

E. Mische, Ref.

cc: The Delegate of the C.E.C., Lusaka
Liaison Office of Gossner Mission, Lusaka

Gossner Mission



Handjerystraße 19-20
1000 Berlin 41 (Friedenau)
Fernsprecher: (0 30) 85 10 21

Gossner Mission · Handjerystraße 19-20 · 1000 Berlin 41 (Friedenau)

The Permanent Secretary
Ministry of Finance
P.O. Box RW 50062
Lusaka / Z a m b i a

- ☐ Indien
- ☐ Nepal
- ☐ Zambia
- ☐ Öffentlichkeit
- ☐ Gemeindedienst
- ☐ Verwaltung

Berlin, den
January 3, 1987

Re.: Technical Assistance Contract No. 58
- Refunding of "Personnel Fees" for the 4th quarter of 1986

Dear Sir,

Herewith I kindly ask you to give order of payment to the Bank of Zambia that Kwacha - equivalent of

ECU 975,--

be paid into our Bank account as stated in Art. 5. 7a of the above mentioned contract, and DM equivalent of

ECU 8.775,--

be paid into our Bank account in Berlin-West as stated in Art. 5. 7b of the contract.

This is to cover the expenditures on "Personnel Fees" for the 4th quarter of 1986.

The same I kindly ask you for in reference to the km-allowances according to the mileage-figure which Mr. Krisifoe has given you, for stationary and per diem allowances according to the given and by the NCDP approved amount.

Sincerely yours,

E. Mische, Ref.

cc: The Delegate of the C.E.C., Lusaka
Liaison Office of Gossner Mission, Lusaka

Gossner Mission



Handjerystraße 19-20
1000 Berlin 41 (Friedenau)
Fernsprecher: (0 30) 85 10 21

Gossner Mission · Handjerystraße 19-20 · 1000 Berlin 41 (Friedenau)

The Permanent Secretary
Ministry of Finance
P.O. Box RW 50062
Lusaka / Z a m b i a

- ☐ Indien
- ☐ Nepal
- ☐ Zambia
- ☐ Öffentlichkeit
- ☐ Gemeindedienst
- ☐ Verwaltung

Berlin, den

October 2, 1986

Re.: Technical Assistance Contract No. 58
- Refunding of "Personnel Fees" for the 3rd quarter of 1986

Dear Sir,

Herewith I kindly ask you to give order of payment to the Bank of Zambia that Kwacha - equivalent of

ECU 975,--

be paid into our Bank account as stated in Art. 5. 7a of the above mentioned contract, and the DM equivalent of

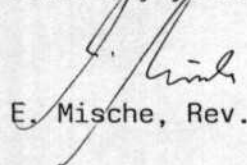
ECU 8.775,--

be paid into our Bank account in Berlin-West as stated in Art. 5. 7b of the contract.

This is to cover the expenditures on "Personnel Fees" for the 3rd quarter of 1986.

The same I kindly ask you for in reference to the Km-allowances according to the mileage-figure which Mr. Krisifoe has given you, for stationary and per diem allowances according to the given and by the NCDP approved amount.

Sincerely yours,



E. Mische, Rev.

cc: The Delegate of the C.E.C., Lusaka
Liaison Office of Gossner Mission, Lusaka



Gossner Mission · Handjerystraße 19-20 · 1000 Berlin 41 (Friedenau)

The Permanent Secretary
Ministry of Finance
P.O. Box RW 50062
Lusaka / Z a m b i a

- ☐ Indien
- ☐ Nepal
- ☐ Zambia
- ☐ Öffentlichkeit
- ☐ Gemeindedienst
- ☐ Verwaltung

Berlin, den

July, 2 1986

Re.: Technical Assistance Contract No. 58
- Refunding of "Personnel Fees" for the 2nd quarter of 1986

Dear Sir,

Herewith I kindly ask you to give order of payment to the Bank of Zambia that Kwacha - equivalent of

ECU 975,--

be paid into our Bank account as stated in Art. 5. 7a of the above mentioned contract, and the DM equivalent of

ECU 8.775,--

be paid into our Bank account in Berlin-West as stated in Art. 5. 7b of the contract.

This is to cover the expenditures on "Personnel Fees" for the 2nd quarter of 1986.

The same I kindly ask you for in reference to the km-allowances according to the mileage-figure which Mr. Krisifoe has given you, for stationary and per diem allowances according to the given and by the NCDP approved amount.

Sincerely yours,

E. Mische, Rev.

cc: The Delegate of the C.E.C., Lusaka
Liaison Office of Gossner Mission, Lusaka

Gossner Mission



Handjerystraße 19-20
1000 Berlin 41 (Friedenau)
Fernsprecher: (0 30) 85 10 21

Gossner Mission · Handjerystraße 19-20 · 1000 Berlin 41 (Friedenau)

The Permanent Secretary
Ministry of Finance
P.O. Box RW 50062
Lusaka / Z a m b i a

- ☐ Indien
- ☐ Nepal
- ☐ Zambia
- ☐ Öffentlichkeit
- ☐ Gemeindedienst
- ☐ Verwaltung

Berlin, den
April 2, 1986

Re.: Technical Assistance Contract No. 58
- Refunding of "Personnel Fees" for the 1st quarter of 1986

Dear Sir,

Herewith I kindly ask you to give order of payment to the Bank of Zambia that Kwacha - equivalent of

ECU 975,--

be paid into our Bank account as stated in Art. 5. 7a of the above mentioned contract, and the DM equivalent of

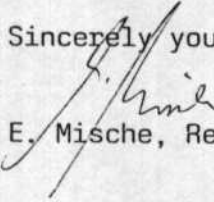
ECU 8.775,--

be paid into our Bank account in Berlin-West as stated in Art. 5. 7b of the contract.

This is to cover the expenditures on "Personnel Fees" for the 1st quarter of 1986.

The same I kindly ask you for in reference to the km-allowances according to the mileage-figure which Mr. Krisifoe has given you, for stationary and per diem allowances according to the given and by the NCDP approved amount.

Sincerely yours,


E. Mische, Rev.

cc: The Delegate of the C.E.C., Lusaka
Liaison Office of Gossner Mission, Lusaka



Gossner Mission · Handjerystraße 19-20 · 1000 Berlin 41 (Friedenau)

The Permanent Secretary
Ministry of Finance
P.O. Box RW 50062
Lusaka / Z a m b i a

- ☐ Indien
- ☐ Nepal
- ☐ Zambia
- ☐ Öffentlichkeit
- ☐ Gemeindedienst
- ☐ Verwaltung

Berlin, den
January 10, 1986

Re.: Technical Assistance Contract No. 58
- Refunding of "Personnel Fees" for the 4th quarter of 1985

Dear Sir,

Herewith I kindly ask you to give order of payment to the Bank of Zambia that Kwacha - equivalent of

ECU 975,--

be paid into our Bank account as stated in Art. 5. 7a of the above mentioned contract, and the DM equivalent of

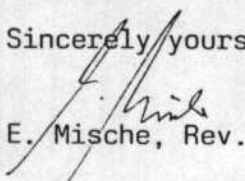
ECU 8.775,--

be paid into our Bank account in Berlin-West as stated in Art. 5. 7b of the contract.

This is to cover the expenditures on "Personnel Fees" for the 4th quarter of 1985.

The same I kindly ask you for in reference to the km-allowances according to the mileage-figure which Mr. Krisifoe has given you, for stationary and per diem allowances according to the given and by the NCDP approved amount.

Sincerely yours,


E. Mische, Rev.

cc: The Delegate of the C.E.C., Lusaka
Liaison Office of Gossner Mission, Lusaka

The Permanent Secretary
Ministry of Finance
P.O. Box RW 50062
Lusaka / Z a m b i a

June 12, 1985

Ref.: Technical Assistance Contract no. 58
- Refunding of "Personnel Fees" for the 2nd quarter of 1985

Dear Sir,

Herewith I kindly ask you to give order of payment to the Bank of Zambia that Kwacha - equivalent of

ECU 975.00

be paid into our Bank account as stated in Art. 5.7 a of the above mentioned Contract, and the DM equivalent of

ECU 8.775.00

be paid into our Bank account in Berlin-West as stated in Art. 5.7 b of the contract.

This is to cover the expenditures on "Personnel Fees" for the 2nd quarter of 1985.

The same I kindly ask you for in reference to the km-allowances according to the mileage-figure which Mr. Krisifoe has given you, for stationary and per diem allowances according to the given and by the NCDP approved amount.

Sincerely yours,

(E. Mische, Rev.)

cc: The Delegate of the C.E.C., Lusaka
Liaison Office of Gossner Mission, Lusaka

Gossner Mission



Handjerystraße 19-20
1000 Berlin 41 (Friedenau)
Fernsprecher: (0 30) 85 10 21

Gossner Mission · Handjerystraße 19-20 · 1000 Berlin 41 (Friedenau)

The Permanent Secretary
Ministry of Finance
P.O. Box RW 50062

Lusaka
ZAMBIA

- 39/2362
- ☐ Indien
 - ☐ Nepal
 - ☒ Zambia
 - ☐ Öffentlichkeit
 - ☐ Gemeindedienst
 - ☐ Verwaltung

Berlin, den 24.5.1985

Ref. Technical Assistance Contract No. 58

Dear Sir,

Mr. Isaak Krisifoe, seconded by Gossner Mission as Programme Coordinator to carry out the First Annual Microproject Programme, being laid down in the Contract under reference, has started with his work on the 1st of January 1985 (Art. 6.2.1. of the Contract).

I kindly ask you to request the EEC to give order of payment to the Bank of Zambia that the Kwacha-equivalent amounting ECU 975.00 be paid into our Bank Account as stated in Art. 5.7.a., and the DM equivalent amounting ECU 8,775.00 be paid into our Bank Account being started in Art. 5.7.b.

143
This is to enable us to cover the expenditures on "Personnel Fees" which Gossner Mission has had already for the 1st quarter of 1985 since the Programme has become operative.

Have we got this?
143
The same I kindly ask you for referring to the km-allowance according to the mileage figure, which Mr. Krisifoe has given to you stationary and office equipment and per diem allowance according to the given and by the NCDP approved account.

Sincerely Yours,

Erhard Mische

cc att. The Delegate of the C.E.C., Lusaka, Mr. Tipping
cc att. Liaison Office of Gossner Mission, Lusaka, Mrs. Krisifoe

1 ECU = 1.65347
975 ECU = 1.612.13 ZK 1984

ECU 4.775 =
brutt: 10.650,88 DM

12th March, 1986

The Delegate of the Delegation
of the Commission of the European
Communities,
P.O.Box 34871,
LUSAKA.

Dear Sir,

re: Fourth Quarterly Progress Report - 1985.

Please find enclosed 5x copies of the fourth quarterly
progress report of the Microprojects Programme.

Yours faithfully,

I.J.Krisifoe
For/ Permanent Secretary
National Commission for Development Planning.

cc. The Gossner Mission
P.O.Box 50162,
Lusaka.

The Permanent Secretary
Ministry of Finance
P.O. Box RW 50062
Lusaka / Z a m b i a

October 8, 1985

Re.: Technical Assistance Contract No. 58
- Refunding of "Personnel Fees" for the 3rd quarter of 1985

Dear Sir,

~~Hereby~~with I kindly ask you to give order of payment to the Bank of Zambia that Kwacha - ~~g~~equivalent of

ECU 975,--

be paid into our Bank account as stated in Art. 5.7a of the above mentioned contract, and the DM equivalent of

ECU 8.775,--

be paid into our Bank account in Berlin-West as stated in Art. 5.7b of the contract.

This is to cover the expenditures on "Personnel Fees" for the 2nd quarter of 1985.

The same I kindly ask you for in reference to the km-allowances according to the mileage-figure which Mr. Krisifoe has given you, for stationary and per diem allowances according to the given and by the NCDP approved amount.

Sincerely yours,

E. Mische, Rev.

cc: The Delegate of the C.E.C., Lusaka
Liaison Office of Gossner Mission, Lusaka

GOSSNER SERVICE TEAM

P.O. Box 4,
Sinazeze.

Gossner Mission,
Liaison Office,
P.O. Box 50162, Lusaka.
Tel: 250580.

31. July 1985.

CLAIM STATEMENT THE SECOND QUARTER OF 1985.

II. Claim for Stationary / Administration:

1. 5-Ruled pads - Kingstons rec.no 83 (2.4.'85)	9.75
2. 14x photocopies-Arcade Printers rec.no 857 (8.4)	5.60
3. 6x photocopies-Photocopy & Office Machines Ltd. rec.no 110857 (17.4.85)	3.--
4. Telegram-PTC rec. no 689778 (10.5.'85)	2.21
5. 84 photocopies-Arcade Printers rec.no 714 (20.5)	33.60
6. 60x photocopies-Arcade Printers rec. no369(3.6)	24.60
7. 10x photocopies- " " " " 497(5.6)	4.--
8. 2x telegrammes-PTC 455666/455667 (8.6.'85)	3.90
9. 4x photocopies-Arcade Printers rec.no 1008(14.6)	1.60
10. 10x photocopies- " " " " 1007(")	4.--
11. 14x photocopies- " " " " 1102(17.6)	5.60
12. 1x telegram-PTC rec.no 455484 (17.6.85)	1.60
13. 1x " " " " 455870 (18.6.85)	1.25
14. 2x telegram- " " " 719943/44 (21.6.85)	2.44
15. 5x ruled pads-Ans Stationary rec.no56110(25.6.85)	10.--

Total K113.15

GOSSNER SERVICE TEAM

- The Liaison Officer -
P.O. Box RW 162
LUSAKA ZAMBIA

St. Kiri Joe

GOSSNER SERVICE TEAM

P.O. Box 4,
Sinazeze.

Gossner Mission,
Liaison Office,
P.O. Box 50162, Lusaka.
Tel: 250580.

31.7.1985.

CLAIM STATEMENT THE SECOND QUARTER OF 1985

III. Claim for Subsistence Allowance:

1. Lundazi Castle Motel 2 nights 22/4.'85 and 24/4.'85 (rec.no 351320)	K 160.--
2. Chama GRZ Resthouse - 1 night 23/4.'85 (rec.no 328111 A)	80.--
3. Nyika Motel - Petauke - 1 night 25/4.'85 (rec.no 11913)	80.--
4. Lyambai Hotel Mongu - 4 nights 21.5.'85 (rec.no 233665/6996) 22/5.'85 (rec.no 234910/6938) 24/5.'85 (rec.no 234922/8520)	320.--

Total

K 640.--

GOSSNER SERVICE TEAM
- The Liaison Officer -
P.O. Box RW 162
LUSAKA ZAMBIA

W. K. Kusi

GOSSNER SERVICE TEAM

P.O. Box 4,
Sinazeze.

Gossner Mission,
Liaison Office,
P.O. Box 50162, Lusaka.
Tel: 250580.

31.7.1985.

CLAIM STATEMENT
THE SECOND QUARTER OF 1985
FOR COORDINATOR
MICRO PROJECTS PROGRAMME.

A. As per Contract Claim in Kwacha:

I. Claim for KM-Allowance	K 2,986.60
II. Claim for Stationary	K 113.15
III. Claim for Subsistence Allowance	K 640.--
Total	<u>K 3,739.75</u>

B. Claim in ECU:

I. Claim for KM-Allowance	<u>ECU 1,890.25</u>
---------------------------	---------------------

GOSSNER SERVICE TEAM

—The Liaison Officer—

P.O. Box RW 162

LUSAKA ZAMBIA

SKhuze Joe

GOSSNER SERVICE TEAM

P.O. Box 4,
Sinazeze.

Gossner Mission,
Liaison Office,
P.O. Box 50162, Lusaka.
Tel: 250580.

31. July 1985.

CLAIM STATEMENT THE SECOND QUARTER OF 1985

I. Claim for Kilometer Allowance: (as per attached Claim forms)

1. April 1985	3553 km
2. May 1985	3154 km
3. June 1985	854 km
	7,561 km

$7,561 \times 0,50 \text{ ECU} = 3,780.50 \text{ ECU}$

to be paid as follows:

- 50% of the Kilometres to be paid in
ECU = 1,890.25 ECU to Gossner Mission, W-Germany.
- 50% of the Kilometers to be paid in
Kwacha = $1,890,25 \times 1.58 \text{ Z.Kwacha} = 2,986.60 \text{ z.kwacha}$

Rate of ECU: 1 ECU = 1,58 Z.Kwacha.

GOSSNER SERVICE TEAM
= The Liaison Officer -
P.O. Box RW 162
LUSAKA ZAMBIA

Chisijoe

I certify:

(a) that the information given above is correct and that each journey was undertaken exclusively on Government business; and

(b) that the claim refers to all journeys undertaken by me during the month of APRIL 1985

I understand that should any item of this claim be found to be incorrect payment of the entire claim will be withheld.

Signature of claimant.....

Name (in block letters)..... I. J. Krisifoe

Post..... Micro projects coordinator

Station..... Regional Planning, Lusaka

Date..... 31.7.1985

PART V—AUTHORISATION

CERTIFICATE OF SUPERVISING OFFICER

I certify:

- (a) that the claimant is entitled to kilometre and subsistence allowances at the rates claimed;
- (b) that each journey was authorised and desirable in the public interest and was satisfactorily and expeditiously accomplished;
- (c) that where private motor transport was used it was the most efficient and economical arrangement possible; and
- (d) that the claim is correct in every detail.

Signature of Supervising Officer.....

Name (in block letters).....

Post.....

Station..... Lusaka

Date.....

CERTIFICATE OF PERMANENT SECRETARY OR HEAD OF DEPARTMENT

The above claim being certified correct in every detail I authorise that payment be made as shown in Part IV above.

*Special authority was conveyed under reference..... dated.....
for the claimant to travel in his private motor vehicle over a route served by adequate public transport
for the following reasons.....

Signature.....

Name (in block letters).....

Permanent Secretary/Head of Department

(Ministry/Province/Division/Department)

PART I—PARTICULARS OF CLAIMANT

Postal Address P.O. Box ... 50268 ... LUSAKA ...

[illegible]

KM - CLAIM

APRIL 1985

DATE	JOURNEY		PURPOSE OF YOURNEY	KM - RUN
	FROM	TO		
1.4.85	Lusaka	Area	To Office and Administration work	38
2.4.85	"	"	" " "	38
3.4.85	"	"	" " "	38
4.4.85	"	"	" " "	52
8.4.85	"	"	M " "	38
9.4.85	"	"	" " "	52
10.4.85	"	"	" " "	38
11.4.85	"	"	" " "	38
12.4.85	"	"	" " "	22
15.4.85	"	"	" & EEC OFFICE	42
16.4.85	"	"	" & Administration work	38
17.4.85	"	"	" & Meeting with Africare	69
18.4.85	"	Kabwe	Meeting with CPMCU	343
19.4.85	"	Area	To Office and Administration work	38
22.4.85	"	Petauke/Chipata	Visit to East.-Prov./Meeting PPU.Off.	596
22.4.85	Chipata	Lundazi	Continue visit to Chama District	183
23.4.85	Lundazi	Chama	Meeting with ADS/DG/MP	149
23.4.85	Chama /Tembwe/	Chama	To see the roads	104
24.4.85	Chama	Lundazi	Visit to Projects Lundazi District	84
	Lundazi	Area	" " "	151
25.4.85	Lundazi	Chipata	Meeting with PPU Officer	179
	Chipata	Petauke	Meeting with SDD/DG	172
	Petauke	Area	Visits to projects	192
26.4.85	Petauke	Chipata	Meeting to Prov. Council	174
	Chipata/Petauke/Lusaka		Return	594
29.4.85	Lusaka	Area	To Office and Administration work	38
30.4.85	"	"	" " "	54
TOTAL				3,553 km

TOTAL KILOMETRE ALLOWANCE CLAIM:

...kilometres @ ...n per kilometre = K.....
 ...kilometres @ ...n per kilometre = K.....
 TOTAL K

PART III—CLAIM FOR SUBSISTENCE ALLOWANCE

Times of Journey From Date	To Date	Mode of travel	Station or place visited and purpose of journey (the words 'duty' or 'official business' are insufficient)	Name of Hotel when claim is in excess of nightly allowance	Rate	K
22/4-'85	24/4-'85	BY CAR	2-nights of station in Lundazi - EP.			
23/4-'85		"	1-night off station in Lundazi Chama - EP			
25/4-'85		"	1 night off station in Petauke - EP - to visit projects and to introduce Micro- projects Programme. 22/4 - 26/4 - 1985			
TOTAL					K	

NOTE—Where the claim is in respect of hotel bills the receipted accounts must be attached together with proof that cheaper suitable accommodation was not available.

PART IV—SUMMARY OF CLAIM

Total Kilometre Allowance claimed brought forward ... K.....
 Total Subsistence Allowance claimed brought forward ... K.....
 TOTAL K

ALLOCATION

	Head	Sub-head	Item	Code	Amount
Debit					
Credit					

Departmental Warrant No.

I certify:

(a) that the information given above is correct and that each journey was undertaken exclusively on Government business; and

(b) that the claim refers to all journeys undertaken by me during the month of MAY 1985

I understand that should any item of this claim be found to be incorrect payment of the entire claim will be withheld.

Signature of claimant.

Name (in block letters). I. J. Krisifoe

Post. Microprojects coordinator

Station. Regional Planning Lusaka

Date. 31.7.1985

PART V—AUTHORISATION

CERTIFICATE OF SUPERVISING OFFICER

I certify:

(a) that the claimant is entitled to kilometre and subsistence allowances at the rates claimed;

(b) that each journey was authorised and desirable in the public interest and was satisfactorily and expeditiously accomplished;

(c) that where private motor transport was used it was the most efficient and economical arrangement possible; and

(d) that the claim is correct in every detail.

Signature of Supervising Officer.

Name (in block letters).

Post.

Station. Lusaka

Date.

CERTIFICATE OF PERMANENT SECRETARY OR HEAD OF DEPARTMENT

The above claim being certified correct in every detail I authorise that payment be made as shown in Part IV above.

*Special authority was conveyed under reference dated
for the claimant to travel in his private motor vehicle over a route served by adequate public transport
for the following reasons

.....
.....

Signature.

Name (in block letters).

Permanent Secretary/Head of Department

(Ministry/Province/Division/Department)

PART I—PARTICULARS OF CLAIMANT

Voucher No.

Date.

Checked by.

Name (in block letters)

Class

KM - Claim

MAY - 1985

DATE	FROM	JOURNEY TO	PURPOSE OF JOURNEY	KM ' - ' RUN
2.5.85	Lusaka	area	To Office, Administration work	22
3.5.85	Lusaka	Sinazongwe	Meeting IRDP GWEMBE	698
6.5.85	Lusaka	area	To Office , Administration work	38
7.5.85	"	W	" " "	38
8.5.85	"	"	" " "	38
9.5.85	"	"	" " "	38
10.5.85	"	"	" " "	52
13.5.85	"	"	" & EEC OFFICE & Sem.NCDP	78
14.5.85	"	"	" , Administration work	38
15.5.85	"	"	" & Seminar NCDP	68
16.5.85	"	"	" & Meeting Min.of Labour/ Social Services	52
17.5.85	"	"	" & Administration work	22
20.5.85	"	"	" & Toyota Garage	34
21.5.85	"	Mongu	To Office, meeting at EEC, Mr. Tipping and meeting of the Minister & visit to W.-Prov.	636
22.5.85	Mongu	Area	Meeting with PPU-Staff, Under Secretary & PS.	46
23.5.85	Mongu	Senanga-West/ Mongu	Visit to Namusanga & Mbuni	332
24.5.85	Mongu	Sefula	Meeting with PPU-Staff & Moderator UCZ	95
25.5.85	Mongu	Lusaka	Return to Lusaka via Kaoma Hosp.	616
27.5.85	Lusaka	Area	To Office and Administration Work	52
28.5.85	Lusaka	Area	" " "	38
29.5.85	Lusaka	"	" & Makeni Ecum.Centre	64
30.5.85	"	"	" & Administration Work	28
31.5.85	"	"	" " "	38
TOTAL				3,154 km

TOTAL KILOMETRE ALLOWANCE CLAIM:

.....kilometres @.....n per kilometre = K.....
kilometres @.....n per kilometre = K.....
 TOTAL K

PART III—CLAIM FOR SUBSISTENCE ALLOWANCE

Times of Journey From Date	To Date	Mode of travel	Station or place visited and purpose of journey (the words 'duty' or 'official business' are insufficient)	Name of Hotel when claim is in excess of nightly allowance	Rate	K
21/5-'85	25/5-'85	By Car	4 nights off station in Western Province to visit Projects and to introduce Micro Projects Programme 4 nights Mongu			
					TOTAL	K

NOTE—Where the claim is in respect of hotel bills the receipted accounts must be attached together with proof that cheaper suitable accommodation was not available.

PART IV—SUMMARY OF CLAIM

Total Kilometre Allowance claimed brought forward = = = = K.....
 Total Subsistence Allowance claimed brought forward = = = = K.....
 TOTAL K

ALLOCATION

	Head	Sub-head	Item	Code	Amount
Debit					
Credit					

Departmental Warrant No.

I certify:

(a) that the information given above is correct and that each journey was undertaken exclusively on Government business; and

(b) that the claim refers to all journeys undertaken by me during the month of... JUNE ...1985

I understand that should any item of this claim be found to be incorrect payment of the entire claim will be withheld.

Signature of claimant.

Name (in block letters). I.J. Krisifoe

Post. Microprojects coordinator

Station. Regional Planning, Lusaka

Date. 31.7.1985

PART V—AUTHORISATION

CERTIFICATE OF SUPERVISING OFFICER

I certify:

(a) that the claimant is entitled to kilometre and subsistence allowances at the rates claimed;

(b) that each journey was authorised and desirable in the public interest and was satisfactorily and expeditiously accomplished;

(c) that where private motor transport was used it was the most efficient and economical arrangement possible; and

(d) that the claim is correct in every detail.

Signature of Supervising Officer.

Name (in block letters).

Post.

Station. Lusaka

Date.

CERTIFICATE OF PERMANENT SECRETARY OR HEAD OF DEPARTMENT

The above claim being certified correct in every detail I authorise that payment be made as shown in Part IV above.

*Special authority was conveyed under reference..... dated.....
for the claimant to travel in his private motor vehicle over a route served by adequate public transport

for the following reasons.....

Signature.....

Name (in block letters).....

Permanent Secretary/Head of Department

(Ministry/Province/Division/Department)

PART I—PARTICULARS OF CLAIMANT

Voucher No.....
Date.....
Checked by.....
Name (in block letters)

Type (e.g. saloon, vanette, etc.) STATION WAGON

Class

Gossner
Mission

KM - CLAIM

JUNE 1985.

DATE	JOURNEY		PURPOSE OF JOURNEY	KM - RUN	
	From	to		Urban	Rural
3.6.85	Lusaka	Area	To Office, Administration work	38	
4.6.85	"	"	" " "	38	
5.6.85	"	"	" " "	38	
6.6.85	"	"	" " "	51	
12.6.85	"	"	" " "	38	
13.6.85	"	"	" & Sem.Reg.Planning NCDP	79	
14.6.85	"	"	" & " " " "	82	
17.6.85	"	"	" , Administration work	54	
18.6.85	"	"	" " "	52	
19.6.85	"	"	" " "	40	
20.6.85	"	"	" " "	22	
21.6.85	"	"	" & Meeting at EEC,Mr.Tipping	52	
24.6.85	"	"	" & Administration Work	38	
25.6.85	"	"	" & Prov.Road Branch Officer	44	
27.6.85	"	"	" & EEC/Finance Office	52	
28.6.85	"	"	" & HQ SHELL/BP	64	
30.6.85	"	"	" & SHELL/BP DEPOT	72	
TOTAL				854 km	

Lusaka, 30th July, 1985.

Claim Statement from.

the Gossner Mission - Second Quarter 1985

I. <u>Transport</u>			
A. <u>Fuel - Diesel/Paraffin.</u>			
1.	April, '85	595.40	
2.	May '85	598.85	
3.	June '85.	184 -	1,378.25
B. <u>Maintenance</u>			
1.	April - '85	28 -	
2.	May - '85	19.50	
3.	June - '85	509.33	556.83
II. <u>Accommodation & Food.</u>			
1.	April - '85	96.33	
2.	May - '85	220.86	
3.	June - '85	-	317.19
III. <u>Stationary</u>			
1.	April - '85	18.35	
2.	May - '85	35.81	
3.	June - '85	58.99	113.15
IV. <u>Any other.</u>			
1.	April - '85	30 -	
2.	May - '85	17.40	
3.	June - '85	23.21	70.61
		Total.	2,436.03

I. J. KRSI FOG.

Li

Expenses - April 1985.

I. Transport.

A. Fuel - Diesel / Paraffin.

1	2/4 - Hazida Service Station	40.-
2	12/4 - Modern Auto Service Ltd.	50.-
3	17/4 - Kabulonga Service Station	40.-
4	18/4 - Hazida Service Station	40.-
5	21/4 - Kabulonga Service Station	53.-
6	22/4 - Nyimba Fill. Station	59.60
7	" - Chipata Auto Service Ltd.	43.00
8	24/4 - Lundazi - Mulla & Sons Ltd.	65.90
9	25/4 - Chipata - Climax Car Centre	38.-
10	" - Petanku - Luangwa whole Centre	50.-
11	26/4 - Chipata Auto Service Ltd.	35.40
12	" - Nyimba Fill. Station	40.50
13	30/4 - Hazida Service Station	40.-
Total.		595.40

B. Maintenance

1	Fitting of tyres (a) Hazida Service Station	8.-
	(b) Kabulonga Service Station	2.-
2	Cleaning	6.-
3	Parking - fees to watchman	12.-
Total.		28.-

C. ~~Accommodation~~ Accommodation & Food.

1	Lundazi Castle Hotel - 2x nights.	60.64
2	Chama GR2 - Rest House - 1x night	3.20
3	Nyika Motel. Petanku - 1x night.	32.49
Total.		96.33 96.33

III. Stationary

1	2/4 - King Stone (Z. J. Ltd. ^{rec. no 83} - 5 rolled Nr. pads	9.75
2	8/4 - Arcade Printers rec. no 857 - 14 x p. copies.	5.60
3	17/4 - Photo copy & office Machines rec. no 110857 - 6 x p. copies	3.-
Total		18.35

IV. Any other:

1	Allowance to Messenger - Eastern Province tour.	15.-
2	Representation	15.-
Total.		30.-

Grand Total.

K 768.08

Expences - May 1985

I	<u>Transport.</u>		
A.	<u>Fuel - Diesel / Paraffin.</u>		
1	2/5	Kabulonga Service Station - Lusaka	52.75
2	3/5	Midway Service Station - Monze.	38. -
3	"	Everest Service Station - Monze.	49. -
4	11 8/5	Kabulonga Service Station - Lusaka	73.30
5	20/5	Van's Service Station - Lusaka.	80.50
6	21/5	Total Station - Mumbwa	33. -
7	22/5	" " - Mongu	60. -
8	24/5	" " - Mongu	70. -
9	24/5	BP Station, Mongu	10. -
10	25/5	Kaoma Filling Station	37.30
11	27/5.	Hazida Service Station - Lusaka	60. -
12	31/5	Kabulonga Service Station - "	30. -
		Total.	k. 598.85
B.	<u>Maintenance</u>		
1.	Cleaning		7.50
2	Parking - fees to watchmen.		12. -
		Total.	k. 19.50
II	<u>Accommodation and Food.</u>		
1	Lyambai Hotel. - 4x nights.		153.47
2	22/5.	meals (Inv. 1.2.3)	29.10
3	23/5.	B/fast. (4)	6.50
4	24/5.	meals. (5.6.7)	23.93
5	25/5	Lunch-pack. 8	7.86
		Total.	k. 220.86
III	<u>Stationary</u>		
1.	Telegram - PTC - rec. no 689778 - 10/5.85		2.21
2.	84 x p. copies - arcade printers rec. no 714 - 20/5.85		k. 33.60
		Total	k. 35.81
IV	<u>Any other</u>		
1	Representation. - Western Prov.		15. -
2	Tel.		2.40
		Total	k. 17.40
		Grand Total.	k. 892.42

Expenses - June 1985.

I		<u>Transport.</u>	
A.		<u>Fuel - Diesel / Paraffin.</u>	
1.	16/6	Van's Service Station - Lusaka	20.-
2	21/6	Kabulong's Service Station - "	40.-
3	27/6	Van's Service Station - "	54.-
4	-	2x 20 1/2 - diesel. } from stock in	40.-
5	-	2x 18 1/2 - paraffin. } drums	30.-
Total			184.-
B.		<u>Maintenance</u>	
1	2/6.	Breaks & Service - Toyota Dnr. no 38813. (20.5.85.)	503.33
2		Cleaning.	6.-
Total			509.33
II.		<u>Stationary</u>	
1	3/6	60 x p. copies - Arcade Printers re. no 1002 ^{369.}	24 60
2	5/6	10 x " " " " re. no 497	4.-
3	8/6	2 x telegrams - PTC - 455666/455667	3 90
4	14/6	4 x p. Copies - Arcade Printers re. no 1008	1 60
5	"	10 x " " " " re. no 1007	4 -
6	17/6	14 x " " " " re. no 1102	5 60
7	"	1 x telegram - PTC - 455484	1 60
8	18/6	1x " " " " - 455870	1 25
9	21/6	2x " " " " - 719943/44.	2 44
10	25/6	5x ruled writing pads - Am Stationary no 56110	10.-
Total.			58.99
III		<u>Any other</u>	
1.	Food taken on tour during the quarter to Eastern Prov and Western Prov.		23.21
Grand total.			<u><u>K 779.53</u></u>

(ONLY ONE RECIPIENT AND ONE CURRENCY PER PAYMENT ORDER)

REPUBLIC OF ZAMBIA

MINISTRY OF FINANCE

ORIGINAL to be addressed to EDF BRUSSELS for/
after execution(1)

(1)(irrelevant mention to be cancelled)

PAYMENT ORDER No. 191/85

To be executed by: BANK OF ZAMBIA/EDF BRUSSELS
EDF PROJECT No. 5102. 38.56.002

TITLE: FIRST ANNUAL MICRO PROJECT PROGRAMME

SUBJECT OF PAYMENT: Commitment No. N/A
T.A. No 58

Supply or Works Order No.

date 28.06.85

Amounts to be paid		Name and Address of Recipient	Bank Account of The Recipient Name, Agency, No. etc	Description and/or Specifications
Amount	Currency			
1,792.25 <i>Emp. 6.8.85 DM 3.997.70</i>	ECU payable in DM	GOSSNER MISSION BERLIN HANDJERYSTRASSE 19-20 1000 Berlin 41 Germany	Account No 0407480700 BERLINER BANK AG Hardenbergstr. 32 Postfach 12 1709 1000 Berlin 12 Germany	Invoice dated 6.6.85 Kilometer Allowance
1,792.25	ECU payable in DM	TOTAL: (in words)	One Thousand Seven Hundred Ninety Two	25/100 ECU payable in Deutsch Mark

Endorsed at Lusaka on 19.7.85
THE DELEGATE OF THE COMMISSION
EUROPEAN DEVELOPMENT FUND

Signature

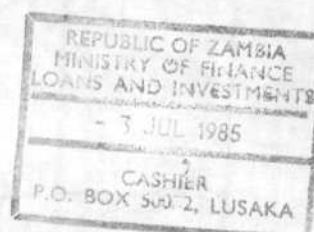
Hugh Swift

Commission Delegate

THE NATIONAL AUTHORISING OFFICER OF
THE EUROPEAN DEVELOPMENT FUND

Lusaka,

Signature



GOSSNER SERVICE TEAM

P.O. Box 4,
Sinazeze.

Gossner Mission,
Liaison Office,
P.O. Box 50162, Lusaka.
Tel: 250580.

Eingegangen

13. Jan 1988

Erledigt:.....

4.1.1988, Lusaka.

Jobdescription for the EEC-Micro-Projects Programme:

- a. Receive applications and evaluate if project can fall under the Micro-projects programme.
- b. Visits of projects, contacts with Government officials and the local communities, to observe if request has really come from the community and find out if community is prepared and able to come up with 50% of the total project costs.
- c. preparation of project proposal
- d. submit proposals to NCDP and Ministry of Finance, who after approval will send it on to EEC.
- e. After approval has been received from the EEC, funding can start.
This means, preparation of contract and signing of it,
preparing first allocation, which is followed by other allocations (each 20% of the total EEC-contribution)
only if statement of expenditure and progress report has been submitted.
- f. Funding can be in funds or in the form of materials, so the coordinators office is responsible for bulk-buying of e.g. cement, roofing materials, paints, etc. Either the project organises the ~~project~~ transport or the coordinators office organises it.
- g. At regular intervals visits are made to groups of projects in the same area, to see if progress is made and the community is performing well.
- h. writing of quarterly, half yearly and annual reports.
- i. submitting financial statements regularly to the EEC / NCDP.

The office at present is run by the acting coordinator, a senior assistant, a junior assistant, a secretary and a driver.

Transport available in the form of a Landcruiser.

Gossner Mission,
Berlin.

Izaak J. Krisifoe
P.O.Box 50162
Lusaka.
30th June 1987

Dear Erhard,

How are you? About ~~three~~ weeks ago I was very sick, an asthma attack, maybe caused by the changing weather, at present it is cold and very very windy with a lot of dust in the air. But I am OK again. Also Sietske has recovered fully from her malaria and is very busy again. She has moved the last few months very often to the Valley for various meetings. She is leaving to-morrow morning very early for the Valley to attend the budget meeting on Wednesday and on Thursday the staff-meeting, and will be back on Friday. I will leave on Thursday morning for meeting in Kabwe and from there I shall proceed to Ndola where I will meet Mr. Mac Rae. On Friday -morning we will be taken to Chilubi Island in Lake Bangweulu, Northern Province by the Flying Doctor's Service to see some projects there. I hope to be back on Saturday for a long weekend till Tuesday the 7th July, because of public holidays. Immediately after that I shall leave on 8th Wednesday-morning for Mbala District in the Northern Province to inspect one of the funded projects there. Shall be back on the 11th. As you will see in the enclosed report all the funds for the Lome II are committed. All together there will be 67-microprojects taken up all the 1,920,000.-- ECU even with an over-estimate of about 250,000.-- ECUs. Microprojects no. 1-35 have been approved by both the EEC and GRZ for funding. Microprojects no. 36-50 are approved by NCDP and are awaiting to be sent to Finance and EEC. Microprojects no. 51-67 have been approved by the district and provincial authorities and are being prepared for submission to NCDP, after which they will be presented to Finance and the EEC. I hope this process will be completed by the end of July 1987. So, that more time can be given to the real funding and monitoring of it. From the first group of 15-microprojects, 5-microproject are completed only small jobs are remaining. The other projects are on different levels of progress. They are all affected by the shortage of building materials.

As we agreed during your visit, I have employed a secretary/typist to assist me. With the effect of the first of June Miss Mary Mulenga is employed. I also managed to get the room next to my office for her, which is good and handy. Already now ~~noticed~~ I can notice her assistance. More administration work is done and visitors now can at least be told where I am and appointments can be made for them to see me. I enclosed a copy of contract that I have made for her and the first payment made.

I have just completed the First Implementation report, which is now with the EEC and the GRZ. A second one is wanted in October and out of the two a basic indicative report will be made in November for Lome III.

Mr. MacRae has mentioned the sunflower project proposal to Brussels. What do you need immediately for the application as an NGO to EEC in Brussels. Please let me have your reply as early as you can, so that I can conclude the project proposal. Sietske will be in Holland during the period 25th August till the 21st September and should be able to take the report. As you suggest, you both could take the request to Brussels and discuss it.

Is there any further progress on the KfW? Buleya Malima will get financial assistance from the Japanese. Funds are still to be released from Finance, I am keeping one eye on it from the NCDP which is the same Ministry. I hope to attend the GSDP-staff meeting in August and shall try to attend at least one meeting every quarter. By that time the Makonkoto Sec. School will be financed by the microprojects programme and I have to be there anyway to monitor the progress made. By attending the GSDP meetings I hope to remain up-to-date informed and be more of assistance to the project.

Dear Erhard we had last night the pastor group for dinner together with the sr. members of the CCZ. I had hoped to give this letter with them but was stuck due to the visit from two Germans. One from the GDI-Berlin, who wanted to see the work of the Gossner Mission. Sietske will attend to them. The gentleman from Berlin will bring this letter to Berlin.

Receive our warm greetings from cold Lusaka. Till next time ...

Izaak J. Krisifoe

GOSSNER SERVICE TEAM

P.O. Box 4,
Sinazeze.

Gossner Mission,
Liaison Office,
P.O. Box 50162, Lusaka.
Tel: 250580.

30th of June 1987.

Miss Mary Mulenga,

Re: Letter of temporary Employment.

We are hereby offering you employment as a secretary/typist to the Project Co-ordinator of the EEC-Microprojects Programme.

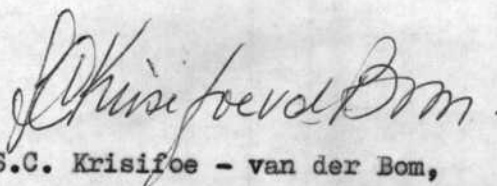
2. Your salary shall be based on the Government New Salary Scale, Conversion table No. 6, Secretarial and Machine Grade Scale **SS/4**. You will start at Entry point (3).

You are also entitled to housing allowance of K 100.-/month, being unmarried. NPF payments shall be paid as required by the Fund.

3. Your office shall be there, where the Project Co-ordinator is operating. Working hours are: Monday to Friday from 08,00 - 13,00 hrs
14.00 - 17--- hrs

If need arises you will be required to do overtime, which shall be paid additionally

4. Your employment shall be for a temporary period of 3 months, after which confirmation shall be considered. We still do require your certificates.



Mrs. S.C. Krisifoe - van der Bom,
Representative of the Gossner Mission.

c.c. Gossner Mission,
Berlin, West-Germany

GOSSNER SERVICE TEAM

P.O. Box 4,
Sinazeze.

Gossner Mission,
Liaison Office,
P.O. Box 50162, Lusaka.
Tel: 250580.

30 th June 1987.

Payment of salary.

Payment of salary for the month June 1987	
to Miss Mary Mulenga, secretary to Microprojects Coordinator	K 499,50
Housing allowance	100,--
Total paid	<u>K 599,50</u>

Note: NPF - Payment for June shall be subtracted in July.

Miss. M.Mulenga.

Mulenga

S.c. Krisifoe.

Krisifoe

Isach EEC

6.11.1985. Lusaka.

The Delegate of the Delegation of
the Commission of the European Communities,
P.O.Box 34871,
Lusaka.

Dear Sir,

On behalf of the Gossner Mission - West Berlin, I would like to request
the Delegation of the Commission of the European Communities to consider
a review of the KM- allowance for the Microprojects Coordinator.

This request is made because of the high raise in cost of Diesel and oil
since the 14th of October 1985.

Looking forward to your reply, I remain

yours faithfully,

S.C. Krisifoe
S.C. Krisifoe,
Liaison Officer Gossner Mission.

c.c. Gossner Mission, West-Berlin.

DELEGATION OF THE COMMISSION
OF THE EUROPEAN COMMUNITIES

IN THE REPUBLIC OF ZAMBIA



ADDRESS: P. O. BOX 34871
LUSAKA, ZAMBIA
TELEPHONE: 250711 - 251140
TELEX: 40440 ZA DECEC
TELEGRAMS: DELECOMEUR

Our ref: G.13.0/3363

21 October 1987

The Permanent Secretary,
National Commission for Development Planning,
Lusaka

For the attention of Mr. S.B. Siame, Director of Economic and Technical
Cooperation

Dear Sir,

Project: 5012.38.56.022 - Microprojects Programme

Subject: Contractual arrangements following the death of Mr Isaac Krisifoe

Since Mr Isaac Krisifoe passed away on 26 September 1987 the above project
has been officially without a project coordinator.

I understand that the Gossner Mission are actively searching for a suitable
replacement and are expected to provide the curricula vitae of at least two
candidates in the very near future. It is expected, subject to our mutual
agreement, that a suitable candidate could be appointed before the end of
November 1987.

For the time being Mrs S Krisifoe, the Gossner Mission Representative, who is
well acquainted with the details of the programme, is working as temporary
coordinator. If you are agreeable to this, I would propose that we regard
Mrs S Krisifoe officially as the microprojects coordinator for the interim
period.

In order for payments to the projects to be made during this period it will
be necessary for her to be added as a signatory on the programme's imprest
account.

At the time of his death Mr Krisifoe had accumulated a certain amount of leave
to his credit. If the leave entitlement is carried forward to the end of
November only the last week of October needs to be worked to complete that
month.

It is hoped that a permanent replacement coordinator can be made available
for the second half of November. Following his arrival Mrs Krisifoe will be
required to work closely with the new person in order to ensure a proper
handover. The permanent replacement could then take over officially from
1st December 1987 and could work on a continuous basis using the funds still
available in the contract until the end of July 1988.

2/.....

21 October 1987

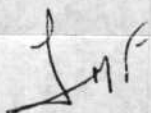
For the third quarter of 1987 I would suggest that it would not be unreasonable, given the contribution that Mrs Krisifoe is expected to make to the programme, for the Gossner Mission to be paid the agreed leave of fees for the months of November and December in full.

The terms of the Rider to Technical Assistance Contract No. 58 with the Gossner Mission allow for the return to the Netherlands of the whole of the Krisifoe family at the end of the present assignment in June 1988. I wish to put on record our intention to honour this aspect of the contract so that Mrs Krisifoe and her children are entitled to the air trip home which will be taken in mid 1988.

According to the General Provisions of technical assistance contracts financed by the EEC, the Gossner Mission should bear the travel costs of the replacement coordinator's journey to Zambia at the start of his assignment. His return journey to Europe at the end of the assignment can be considered as provided for under the contract.

I would appreciate confirmation of your agreement on the various points contained in this letter, which I hope resolves the contractual aspects of this unfortunate occurrence.

Yours faithfully,



J M FILORI
Commission Delegate

✓ cc Mr M A Sikabanze
Director of Regional Planning
National Commission for Development Planning
Lusaka

GOSSNER SERVICE TEAM

P.O. Box 4,
Sinazeze.

Gossner Mission,
Liaison Office,
P.O. Box 50162, Lusaka.
Tel: 250580.

13.10.1987.

Gossner Mission,
Dieter Hecker,
Handjerystrasse 19-20,
1000 Berlin 41,
West-Germany.

Dear Dieter,

How are you? Here things continue, even if it sometimes is very difficult. Also the reality of what has happened becomes more. Last week thursday there was the memorial service, conducted by Violet and Rev. Siatwinda. About 60 farmers and project members from Siatwinda stayed here overnight from Wednesday to Thursday. It was good.

Did you receive my letter, which I wrote just before leaving? Did you Contact Johan Westra?

Yesterday, I had a short talk with David Macrae. I told him that GM is trying to get a temporary successor.

If there is a possibility to get Johan, they would like to get a CV, to start the "Red tape" of the Government. Since I did not hear anything from your side yet, (because of the slow post at present, since last week a bomb exploded in a postbag, and all the post is now checked carefully, with the necessary delays) I send with the same post a letter to Johan in which I asked him, if there would be a positive outcome, to send me straight a CV.

In the meantime I got the address of another friend, who was formerly the Dutch Volunteer Field Coordinator, and does now short assignments, lacking a more permanent job. I have no idea if he is free at present, but I wrote him also, explaining the work Izaak did, and if he would be interested. Below his address, so you could contact him also:
Mr. Harm -Dijkstra, Dronenpark 62, 2411 HD Bodegraven, tel. 01726-16538.

The EEC would like it if at least two candidates are brought forward, that is why I give you his address. He also has a wide experience. He is about our age. Izaak knew him from New Guinea, and we both from the volunteers office in the mid-70's.

Two other subjects I discussed with EEC, and later have to be brought forward to Mr. Filori, were: repatriering of Izaaks family and returning of luggage. Erhard most probably told you, that in the long run, about 1 year time, I am thinking of returning to Holland. So in this light I took up above subjects since in fact the EEC is responsible for our return, but since this will not be immediately, they should be made aware of it in time.

Anyway, about this subject I will write more in details at a later stage.

Greetings,

Leibster

I.J.Krisifoe
P.O.Box 50162
Lusaka.

Gossner Mission
Handjerystrasse 19-20
1000 Berlin 41.

14.06.1985

Dear Erhard,

Thank you very much for your letters of the 24th of May and the one from ~~the~~ the 7th of June. Also your letter of the 14th of ~~May~~ May we received with the enclosed letters for the Ministry of Finance and the EEC. Sietske's telex and my letter crossed yours causing the misunderstanding. Sorry for this and I hope this is clear now.

We have submitted the claim now to the EEC and the Ministry of Finance for the first quarter of my work-experiences. I send you a copy of this a week ago with Mr. Gsänger of the DIE. One invoice of the subsistence allowance was left out in the copies to you. I hereby enclosed it for you.

I have forwarded my first Microproject for financing to the Ministry of Finance. It is a very bureaucratic way and I have no idea yet how this will take before the people of the project will receive the funds. I first have to write to my director of Planning and he has to forward this to the director of Economic and Technical Cooperation, the latter one has to write to the PS of the Ministry of Finance and Finance to EEC and the Bank of Zambia, I hope it will work out, I am following the procedure step by step.

As far as projects are concerned I have received sufficient projects to claim for the funds. The 2-million is on paper used, but I still have to screen the projects one by one. Projects are still coming in and I was scheduled to leave for the Northern Province on the 17th of June for about 10-days. But due to an acute shortage of diesel-fuel at the moment, I may not be able to go out. This is a pity because I was right on schedule as I had planned. I had planned that by next month I should have visited all the Provinces to introduce the Programme and myself right down to the district-level.

The shortage is caused due to non-payment of the old-oil bills and not having crued-oil. The oil payments of the last years are paid by the foreign banks. The foreign-banks form a syndicate and loan the GRZ the funds to buy the oil. The GRZ is now importing oil from South Africa, refined by road and un-refined by boat to Dar El Salaam and via the pipe-line to Ndola.

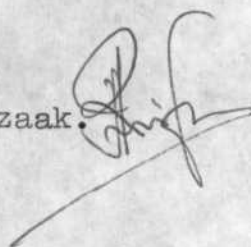
Thank you for the payments made to our account, the contracts and other copies, such as the donation letter for the tyres and the lorry-insurances for the VSP and the GSB.

This is all what I have for the time being.

Kind regards to your wife and son from all of us here from a cold Lusaka.

Greetings,

Izaak.



An die

Berliner Bank AG

1000 Berlin

z.Hd.v. Herrn Reski

2.1.1985

Betr.: Bank-Bürgschaft über 55.000,-- DM
unser Konto: Nr. 5200 38 56 025

Sehr geehrte Damen und Herren!

Hiermit möchte ich Sie bitten, für die Gossner Mission, die bei Ihnen ein Konto unterhält, eine Bürgschaft in Höhe von 55.000,-- DM auszustellen. Diese Bürgschaft wird an die Vertretung der Europäischen Gemeinschaft in Lusaka, Zambia, geschickt werden.

Die Gossner Mission schließt einen Kooperationsvertrag mit der zambischen Regierung über ein Kleinprojekte-Programme für 2 Jahre ab. Dieses Programm wird von der Europäischen Gemeinschaft, Brüssel, mit 122.000,-- ECU (= ca. 272400,-- DM) finanziert. Diese Summe deckt die Kosten mit allen Nebenkosten für den Koordinator ab, der von der Gossner Mission zur Verfügung gestellt wird. Das Gesamt-Programm hat ein Volumen von ca. 2 Millionen DM.

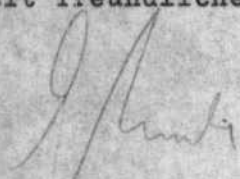
Lt. Vertrag zwischen der zambischen Regierung und der Gossner Mission können der Gossner Mission 20 % der Vertragssumme vorausgezahlt werden. Allerdings müssen wir eine Bank-Garantie erbringen und an das zambische Büro der Europäischen Gemeinschaft in Lusaka schicken. Dies geht aus einem Schreiben von unserem Liaison Officer, Frau Sietzke Krisifoe, vom 19.12.84 hervor.

Das Programm soll zum 1.1.85 beginnen. Herr Isaak Krisifoe wird als Koordinator für die Gossner Mission dieses Projekt leiten. Wir werden für ihn das Gehalt ab Januar 1985 bezahlen müssen. Ebenfalls müssen wir ihm ein Fahrzeug stellen, das dann mit dem Kilometergeld verrechnet wird. Darum liegt uns sehr daran, daß wir die 20%-Vorauszahlung erhalten.

In der Anlage füge ich bei:

- 1 Kopie des Vertrages zwischen der zambischen Regierung und der Gossner Mission
- 1 Kopie des Schreibens von Frau S. Krisifoe

Mit freundlichen Grüßen


(E. Mische, Pfr.)

Mirco-Project - Programme

Finanzberichte v. J. Krisifoe

und Ueberweisungen

9.77

GOSSNER SERVICE TEAM

P.O. Box 4,
Sinazeze.

Gossner Mission,
Liaison Office,
P.O. Box 50162, Lusaka.
Tel: 250580.

30 th April 1988.

To
the Permanent Secretary,
Ministry of Finance,
P.O.Box RW 50062,
Lusaka.

Re: Technical Assistance Contract No. 58.

- Refunding of "Personnel Fees" for the 4st quarter of 1988.

Dear Sir,

Herewith I kindly ask you, on behalf of the Gossner Mission of West-Berlin, to give order of payment to the Bank of Zambia that Kwacha equivalent of

ECU 975.--

be paid into our bank account as stated in Art. 5 7a of the above mentioned contract, and the DM equivalent of

ECU 6774.--

be paid into our bank account in Berlin-West, as stated in Art. 5. 7b of the contract.

This is to cover the expenditures on "Personnel Fees" for the 1st quarter of 1988.

The same kind I kindly ask you for in reference to the Km-allowances, according to the mileage figure, which Mrs. S.C. Krisifoe, interim coordinator of the Micro-Projects programme, has given you, for stationary and per diem allowances according to the given and by the NCDP approved amount.

Sincerely yours,

S.C. Krisifoe-van der Bom
Gossner Mission representative Lusaka

Gossner
Mission

CC. G.M. Berlin
C.E.C. Lusaka

CLAIM STATEMENT

The first quarter of 1985, for Co-ordinator Microprojects Programme.

As per contract claim in Kwacha: Km allowance	K 2,837.76
Claim for stationary	436.96
Claim for subsistence allowance	700.--
	<u>K 3,974.72</u>

Claim in ECU:

Claim for Km allowance

ECU 1,792,25

GOSSNER SERVICE TEAM
The Liaison Officer,
P.O. Box 50162
LUSAKA ZAMBIA

John Doe

Li.

GOSSNER SERVICE TEAM

P.O. Box 4,
Sinazeze.

Gossner Mission,
Liaison Office,
P.O. Box 50162, Lusaka.
Tel: 250580.

**CLAIM STATEMENT
FOR
THE FIRST QUARTER OF 1985.**

1. CLAIM FOR KILOMETRE ALLOWANCE:

As per attached claim forms.

1. January 1985 : 2,251 km
2. February 1985 : 2,482 km
3. March 1985 : 2,436 km

Total : 7,169 km

$$7,169 \times 0,50 \text{ ECU} = 3,584,50 \text{ ECU}$$

To be paid as follows:

- 50% of the kilometres to be paid in ECU = 1,792,25 ECU
- 50 % of the kilometres to be paid in Kwacha =
 $1,792.25 \times 1.58 \text{ Z.Kwacha} = 2,837.76 \text{ Z.Kwacha}$

Rate of ECU: 1 ECU= 1.58 Z.Kwacha.

GOSSNER SERVICE TEAM

P.O. Box 4,
Sinazeze.

Gossner Mission,
Liaison Office,
P.O. Box 50162, Lusaka.
Tel: 250580.

CLAIM STATEMENT

THE FIRST QUARTER OF 1985.

14.04.1985.

2. CLAIM FOR STATIONARY:

1. Office Equipment - Pioneer printers rec. no D7 (3.1.85)	K 30.90
2. 2 x maps, GRZ map sales rec. no 353000 (4.1.85)	6.--
3. Rubber stamps, speedprint rec. no 5123 (9.1.85)	24.80
4. 4 x photocopies, Livingstone Mail ltd, rec.no 004909(23.1.)	2.40
5. 1 x stationary cupboard, Lenco-rec. no H0/00447 (10.1.85)	243.36
6. 1x rim dup.paper, kingstons Zambia Ltd. no 36 (6.2.85)	18.50
7. 5 x folders, Pioneer printers rec.no B/14 (7.2.'85)	10.00
8. 3 x maps, GRZ map sales rec. no 578615 (4.3.85)	9.--
9. 100 x cards, Commercial Press, rec. no 03489 (9.1.85)	92.--

Total	K 436.96
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GOSSNER SERVICE TEAM

P.O. Box 4,
Sinazeze.

Gossner Mission,
Liaison Office,
P.O. Box 50162, Lusaka.
Tel: 250580.

CLAIM STATEMENT

THE FIRST QUARTER OF 1985.

14.04.1985.

3. CLAIM FOR SUBSISTANCE ALLOWANCE:

1. Kalundu Motel - 21.1.1985. Inv. 2457 (Choma)	K 80.--
2. Zambezi Motel - 22.1.1985. Inv. 15526 (Livingstone)	K 100.--
3. Musi-O-Tuniya Hotel - 23.1.85 Inv. 105 "	K 100.--
4. Kalundu Motel - 24.1.1985. Inv. 2476 (Choma)	K 80.00
5. New Savoy National Hotel - 11.2.85 Inv. 52857 (Ndola)	K 100.--
6. Mansa Inn 13/3.85 Inv. 12737 (Mansa)	80.--
7. Mansa Inn 14.3.85 Inv. 12749 (Mansa)	80.--
8. Mansa Inn 15/3.85 Inv. 6505 (Mansa)	80.--
Total	700.--

GOSSNER SERVICE TEAM

P.O. Box 4,
Sinazeze.

Gossner Mission,
Liaison Office,
P.O. Box 50162, Lusaka.
Tel: 250580.

Transport cost statement.

14.4.1985.

Vehicle No. AAF 7785.

First Quarter 1985.

1. Fuel:

1. 9-1-85. Kabulonga Service Station-rec.no 1929	K 40.00
2. 19.1-85. Vans Motor Ltd	K 40.--
3. 21.1.85 Kabulonga Service Station-rec.no 1614	K 20.--
4. 24.1.85 Motor Holdings Zambia Ltd. rec.no 54	K 73.--
5. 25.1.85 Zambia Agric.&Trading Coop. rec no 8811	K 40.--
6. 1.2.85 Duly Motors rec.no 47120	K 68.80
7. 7.2.85 Dhasu Service Station	K 25.--
8. 10.2.85 Hazida Service station	K 73.--
9. 10.2.85 Kapiri Mposhi Cafe-rec. 18847	K 31.--
10. 12.2.85 Parkland Service station	K 26.75
11. 14.2.85 Highway atutoservices ltd. rec. no 73	K 54.40
12. 5.3.85 Vans Motor Ltd. rec no 73	K 25.--
13. 26.3.85 Great East Rd. Service Station	K 30.--

2. Oil:

1. 9.2.'85 Kabulonga Service Station - 1 x 5 l	K 45.--
2. 14.2.85 Highway Auto Services Ltd. -1 x 5 l	K 47.--

3. Maintenance:

1. 2.1.'85 Nippon Motor Sales (z) Ltd.- repair of brakes 70.--	
	K 708.95

Note: The fuel for my Luapula Prvince Tour was paid
by the FINNIDA, agreed by the Director for Regional Planning.

Gossner Mission.

Substance Allowance Claim + Statement.
January - April 1985.

I.J. KRISIFOE
COORDINATOR,
MICROPROJECTS PROGRAMME-
NATIONAL COMMISSION FOR
DEVELOPMENT PLANNING
P.O. BOX 50268
LUSAKA.

1.	21/1.	Kalundu Hotel - accomodation.	K. 20.29.
2.	21/1.	Lunch. rec. no. 17441.	8.20
3.	22/1.	Lunch. rec. no 17463.	8.20
4.	22/1.	Zambezi Hotel - accomodation.	33.91
5.	23/1.	Musi-O-Tunya - accomodation.	105.23
6.	24/1.	Musi-O-Tunya Hotel - Lunch rec. no 10373/154142.	12.75
7.	24/1.	" - Laundry, rec. no 515415	6.93
8.	24/1.	Kalundu Hotel. - accomodation.	25.49
9.	24/1.	Watchman - tips (2x3.- + 2x5.-)	16.00
10.	11/2.	New Savoy National Hotel.	100.67
11.	11/2.	Tel. to PPU. - office.	0.40
12.	14/2.	Watchman - tips. (1x3.- + 1x5.-)	8.00
13.	18/3.	Yansa Inn. - accomodation. - rec. no 15818	33.91
14.	12/3.	Yansa Inn - Supper.	18.15
16.	14/3.	Yansa Inn - accomodation - rec. no 15824	33.91
17.	15/3.	Yansa Inn - " - rec. no 15826	43.59
18.	16/3.	Watchman. tips - (4x3.-)	12.00
			K. 497.63



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Micro-Project - Programme 1985-86

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~~PKW-Regelung~~ - Berichte - Isaak Krisifor

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Berichte
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FIRST ANNUAL MICRO-PROJECTS PROGRAMME

LOME II

Duration programme:
January 1985 - June 1988

Drawn up 10 June 1988

By: Mrs. S.C. KRISIFOE
Interim Coordinator Microprojects Programme

Mr. C.F. NYIRENDA
Assistant to Project Coordinator (GRZ)

Mr. B.E.L. ZULU
Assistant to Project Coordinator (Gossner Mission)

"This report is financed by the European Communities from credits of the European Development Fund and established by the Gossner Mission for the account of the Government of the Republic of Zambia, but does not reflect the opinion of the latter or the Commission of the European Communities".

SECOND PROJECT IMPLEMENTATION REPORT: January 1987 - June 1988

A. Guidelines:

1. General considerations of the programme:

1.1. Text of agreement:

Following a request from the Government of the Republic of Zambia, the Commission of the European Communities has undertaken to fund the first Microprojects Programme (LOME II).

To assist the Government to execute the Micro-projects Programme, the Government entrusts the Programme to the Gossner Mission under the Technical Assistance Contract No. 58.

1.2. LOME-convention:

Under the LOME II-convention, the European Economic Communities (EEC) are providing financial assistance to Micro-projects in Zambia.

The Micro-projects Programme is a community oriented programme. For any community to be eligible for EEC-financing, a Micro-project must:

- meet a real priority need at local level
- ensure the active participation of the local community
- each project for which assistance is requested, must stem from an initiative taken by the local community, which will benefit there from.

Micro-projects shall overcome small projects, making an economic and social impact on the life of the people and local communities in the country. These projects should be normally located in the rural areas; however assistance may also be given to urban areas.

The local community must be fully involved in the planning and execution of the project they are requesting for.

Micro-project shall include projects, which respond concretely to the needs of the local communities with regards to development, e.g.:

- Rural services; roads and bridges; pontoons; schools (primary & secondary); training colleges; crafts industries, such as centres and co-ops; social and community centres; dams; wells; boreholes; watersupply systems; silos and storage sheds; cattle crushpens and diptanks; productive units; etc.

The financing of the Micro-projects shall have in principle a tripartite structure and shall stem from:

- The GRZ in the form of financial contribution, the use of public equipment or the supply of services, e.g. transport and expert advise.
- The local community concerned, in the form of financial contributions, the use of kind or through the provision of services adapted to its capacity to contribute.
- The EDF-Funds of the EEC.

The Government and the local communities are responsible for 50% of the project costs, in principle equally shared by the two.

The EEC Micro-projects Programme contributes the other 50% of the project costs.

The EEC-contribution of each Micro-project may not exceed 200,000 ECU. The contributors of the three participants should be mobilised together to finance the Micro-project and should be finished in one year time.

1.3. First Micro-projects Programme:

During 1984 an indicative financial proposal for the first Micro-projects Programme, presented by the Government of Zambia was accepted and approved by the European Communities.

Together with the financial agreement both parties accepted the Technical Assistance Contract No. 58.

The Gossner Mission agreed to execute the First Micro-projects Programme. They provided the Project Coordinator and work was

started on the 1st of January 1985.

1.4. Project Objectives:

To provide additional financial assistance to the local communities in the Rural Areas. Selfhelp Projects initiated by the local communities are provided with a grant to the maximum of 50% of the total project costs. The assistance should help to bring an improvement in the living standards of the local community.

To realise this, the following steps are done:

1. Information to local communities by:
 - circular letters to all Provincial Permanent Secretaries and provincial planning Units.
 - distribution of a project information letter.
 - introduction to various planning meetings and seminars.
2. Follow-up visits to all provinces and most of the districts.
3. To choose clusters of projects.
4. To concentrate projects in areas.
5. To keep the projects simple.
6. To give priority to projects in EEC-areas.
7. To assist the communities in securing the necessary materials required.
8. To help in the completion of the projects.
9. To give necessary assistance and advise.
10. To commit all the funds for the First Micro-projects Programme.
11. To prepare the basis for further assistance.
12. To present an indicative project proposal for LOME III.

RE: Clusters of projects: A number of projects in the same sector are put together to combine the execution-efforts.

- a. in the sector Rural Basic Needs, all water wells and boreholes are combined in various water schemes, e.g. Project no. 1 - Village Water Scheme, NW-Province.

a number of waterwells and boreholes are constructed in four districts (Solwezi, Chizera, Kabompo, Kasempa).

b. in the sector Agriculture and Animal Production:

Project no. 16 - Village cattle Crushpens - 10 pens
Mazabuka district.

Project no. 17 - Communal Rural Diptanks - 14 diptanks
in Mazabuka district.

Project no. 25 - Storage bins - 10 bins in Kapini Area -
Kabwe Rural district.

Project no. 4 - Cattle Water Ponds - 15 ponds in Senenga
district.

RE: Concentration of projects: A number of projects are selected and concentrated in certain areas for easy administration, economising on distance and efficiency.

a. Along the line of rail for projects in the Copperbelt province, Central province and Southern province.

Projects no. 6, 7, 8, 10, 16, 17, 19, 20, 22, 25, 26, 29, 30, 31, 34, 35, 36, 37, 40, 43, 45, 52, 54, 58, 63, 64, 65, 66, 67, 68, 69, 70, 72, 73, and 75.

b. In the Eastern Province: Petauke and Katete areas.

Projects no. 11, 12, 13, 14, 24, 30, 33, 38, 46, 48, and 59.

c. In Western Province: on the Kaoma - Mongu - Senanga West road. Projects no. 4, 5 and 49.

RE: Simplicity: A project should be of a very simple choice. Projects of a very sophisticated nature should be avoided and referred to a NGO. For instance project no. 7 - Oil - expellers project. This is very good, but to assist this type of project, a lot of technical knowledge is required to make it succesful, especially the economical side of it and the technical side, e.g. wearing out of parts. The latter ones may have to be imported. Microprojects must be done with local available materials. This must be a priority.

B. Community Involvement:

1. The Micro-projects Programme is a community oriented pro-

gramme and as such local communities must be involved right from the beginning. The idea to have a project started must be born within the community. The community must initiate the project plans. They must express the willingness to improve their living situation, by indicating the projects, that they want to do. Projects, that will help the community to meet their needs. They have to decide on the priority of the projects, that they want to embark on and they must involve themselves in the realisation of the projects. The local communities, presenting the projects, are mainly from the rural areas in the country. If needed, also urban communities are assisted. Approval from local authorities is required before a project can be recommended for assistance.

Once a community has identified a project, a proposal is taken to village ward development committee (VWDC) for approval. The Village Wards Development Committees are responsible for development projects in the villages. From the VWDC, the proposal is taken to the District Council and from there to the Provincial Planning Unit.

The latter one makes its recommendation to the Permanent Secretary NCDP and from here the Project Coordinator makes his final report and presentation for funding to the Permanent Secretary Finance (NAO) and the Delegate of the EEC. The local communities involved are from the rural areas. A few are from the most populated compounds in the urban areas. In the rural areas are mostly villagers, farmers communities and communities located around Boma's, the District Council Centres.

Communities are represented in the projects through PTA-committees in the case of the school projects or work-committees in other projects. The committees are very essential for the mobilisation of the local people and are responsible for the running and construction of the project. The local people are often supported by Government officials from various departments. Members of Parliament are providing usefull assistance to a number of schools, conversely other kind of projects.

2. Choice of projects:

For a major part, this was decided by the local communities. In the sector Basic Education there are a good number of projects. Notwithstanding the steady improvements in the results of school certificate examinations, there is a decline in the quality of education, indirectly caused by poor facilities for teaching staff and shortage of funds to maintain the sector. The planned goal of enabling all the 7-year old children to enrol in grade 1 cannot be attained, because of shortage of places. The Government has directed that school communities, through Parents-Teachers Associations (PTA) are responsible for the running of the schools and school-projects.

Although some classroom blocks were constructed throughout the country on selfhelp basis, there was an increase in the cost of essential building materials. Some projects could not be completed.

The Government is encouraging self-help educational projects by local communities and will improve the quality of teachers by developing resources and teachers centres. In this light the school projects will benefit from the EEC-funded project "The Zambia Mathematics and Science Teachers Education Project", where training is given to junior secondary teachers to become senior secondary teachers.

There are a good number of junior secondary schools. Projects no. 3, 8, 13, 18, 21, 27, 31, 35, 39, 42, 43, 53, 57, 61, 64, 65 and 68.

Health sector: This is the second sector that communities are requesting for assistance. Also here the Government has directed the clinics and health centres to be run by the District Councils. Priority has been given to rural areas to increase the number of rural health centres in order to increase the basic health services. To realise this, the communities are asked to assist by building health centres and clinics on self-help basis. One third of the rural population still lives out of reach from the existing health services.

Number of projects are no. 5, 22, 28, 38, 40, 41, 46, 48, 59, 62, 63, 67, 69, 70, 71, 73 and 74.

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Projects in other sectors are more slow, as communities are not easy to be organised. There is a growing awareness for communities to mobilize themselves for selfhelp projects.

C. Sector allocations:

- Sector allocation as given in the original version is very difficult to be maintained. Projects are based on real needs of the local communities and as such requests must come from the communities. Some communities are coming forward as they are organised, such as: the school committees through the PTA's and other project sectors through the assistance of other agencies, e.g. a dam project was possible through the involvement of the Maize Development Officer, who advised the farmers in the maize development area.
 - Suggestions: production projects are possible through the involvement of other NGO's or GRZ departments, which are able to group the communities and assist them. Ward Development Committees could also play a good role by involving themselves in mobilizing their people in other local activities, e.g. clinics, skill training, small scale industries, etc.
- The projects received are divided into sectors and these are:
- | | |
|---|--|
| a. Basic Education | - Primary and Secondary Schools |
| b. Agriculture and Cattle Production | - Waterponds, dams, crushpens, diptanks. |
| c. Rural Basic Needs | - Village water supply. |
| d. Rural Transport and Infrastructure | - Pontoons, bridges, roads. |
| e. Village storage | - Village storage of harvest bins. |
| f. Village Food Processing and production | - Oil expelling machines. |
| g. Youth Development and Training | - Skills training centres. |

1. Project Sector Allocation:

The initial idea to have many projects in different sectors of

development is difficult to realise. The majority of projects are in the service sector and very few projects in the other sectors. In the production sector and other sectors local communities are not organised and they do need to be mobilized for a common effort. However, it is apparent, that services such as schools, health and watersupply are still in great need in the rural areas. Local communities are well organised for projects in the service sectors.

1.1. Education Sector:

The majority of projects are from the Education Sector; about 45% are School Projects. It is an important sector, providing services to the rural children.

Many new schools are formed to cater for the increasing number of Primary School children and consequently Secondary School children. To meet the latter ones, many Primary Schools are given the permission to upgrade their school to Basic School Level. The PTA's are well organised and are able to mobilize parents to embark on selfhelp school projects.

1.2. Health Sector:

Also this sector is very important for the rural population. Assistance to this sector is in increasing demand, especially in the rural areas.

1.3. Basic Needs Sector:

In this sector water supply schemes are assisted. Digging wells, making of dams/wells and establishment of reticulation systems. The drilling of boreholes is difficult to be assisted, because in this case it is very difficult for the local communities to secure the 50% local contribution. Water supply in the local areas is in many cases very acute. Water for domestic use and animal use has become very difficult during the past years of draught.

1.4. Rural Transport & Infra-structure Sector:

In this sector improvement of roads are assisted. The assistance of local councils is very much needed to mobilize the local communities to identify projects in this sector and more impor-

tant to formulate the projects.

1.5. Youth Development and Training Sector:

Skills Training Centres are assisted with the assistance of District Councils to organise and mobilize school leavers and unemployed youth. In combination with the Education Sector a new programme has been planned. Skills Training Centres will be asked to produce building materials, such as wooden window- and doorframes. This will create work and income for the youth at the Skills Training Centres.

1.6. Village Storage Sector:

In the agricultural sector, storage facilities are still in need. Many improved storage bins have been developed and rural farmers can make use of these. Also storage sheds for Co-op Societies are assisted in this sector.

1.7. Agricultural & Animal Production Sector:

Assistance is given to diptanks and crushpens for the treatment of cattle. Wells and dams are built to provide irrigation water for production of crops. Also agricultural production and processing units are assisted.

1.8. Micro-Projects per Sector:

There are 75 projects, divided into 7 sectors:

SECTOR	NO	PROJECT NOS.
a. Education	37	3, 6, 8, 11, 12, 13, 14, 18, 20, 21, 26, 27, 30, 31, 32, 34, 35, 39, 42, 43, 44, 45, 48, 51, 52, 53, 56, 57, 58, 60, 61, 64, 65, 66, 68, 72, 75.
b. Health	18	5, 22, 28, 38, 40, 41, 46, 48, 59, 62, 63, 67, 69, 70, 71, 73, 74.

c. Basic Needs (Water Supply)	6	1, 10, 19, 23, 36, 37.
-------------------------------	---	------------------------

d. Infra-Structure (Roads/Bridges)	5	9, 15, 33, 41, 47.
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e. Youth Training and Development	1	29.
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f. Village Storage	2	25, 49.
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g. Agricultural and Animal Production	9	2, 4, 7, 16, 17, 24, 50, 54, 55.
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Note: The number of projects on sectoral basis is higher than the actual number of projects, because some projects fall under two sectors.

D. Financing aspects:

1. Allocation of funds:

Under the LOME II Convention, the European Community agrees to fund the First Micro-Projects Programme in Zambia, for which an indicative amount was approved.

The financing decision of each single project shall be taken by the Government in co-operation with the EEC-Delegation. Project Proposals are checked and presented to the Government and to the EEC-Delegation for approval.

Once approval has been granted, funds are released to the Micro-Projects Programme Imprest Account.

Due to late implementation new project proposals were prepared during the first half of 1985 and presented for approval and assistance. It took a considerable time before the imprest account could be established due to the long procedures required by the Government. In December 1985, the procedures were finalised and authority was granted by the Ministry of Finance to open an

imprest account.

2. Payments:

2.1. Imprest Account:

The imprest account was opened on the 12th of December 1985 with Zambia National Commercial Bank Ltd., Main Branch, Lusaka. The account number is no. 116483. The account is under the control of the Director General of the National Commission for Development Planning.

The approved signatories are:

- | | |
|----------------------|-------------------------------------|
| - Mr. B. Kawele | - Deputy Permanent Secretary |
| - Mr. M.A. Sikabanze | - Acting Director Regional Planning |
| - Mr. K. Mwiya | - Assistant Accountant at the NCDP |
| - Mrs. S.C. Krisifoe | - Interim Micro-Project Coordinator |

Two signatories are required on each cheque payment; one should always be the signatory of the coordinator.

2.2. Release of funds:

It has been agreed that funds are released to finance Micro-Projects in batches. An advance payment of 80% of the estimated EEC-contribution to each batch of Micro-Projects should be paid into the imprest account.

2.3. Advance Payments:

Five payments have been made into the imprest account:

- | | | | |
|-------------------------------|------------|--------------------------|---------|
| - 1st payment (06.02.'86) - K | 699,380 | advance towards projects | 1 - 15 |
| - 2nd payment (06.11.'86) - K | 526,984 | advance towards projects | 16 - 21 |
| - 3rd payment (14.07.'87) - K | 474,737.24 | advance towards projects | 22 - 25 |
| - 4th payment (17.07.'87) - K | 768,720 | advance towards projects | 26 - 30 |
| - 5th payment (24.02.'88) - K | 1,775,764 | advance towards projects | 36 - 50 |

Advance payments to project 31 - 35 have not been made yet.

2.4. Conditions of Disbursement:

- a. Individual Accounts: Each Micro-Project recipient is required to have an account with one of the banks where the funds can be transferred to.

Funds are disbursed to the Micro-Projects in 3 ways:

- (1) Direct payment to the account of the individual project.
- (2) Payment to a general account for one or more projects, on district level to be controlled by the District Executive Secretary.
- (3) Payment to a general account for one or more projects, on provincial level to be controlled by the Permanent Secretary.

For individual Micro-Project Accounts, see Appendix I.

- b. Release of Funds: Funds are released in stages. In principle, in allocations of 20% at a time. For small projects allocations may be altered to meet the project situation.

The next allocation must be applied for and the conditions are:

- (1) Application can only be made after 75% of the allocated amount has been used.
- (2) The amount used accounted for by receipts and other documents.
- (3) The receipts and other documents to be endorsed by the appropriate authorities.
- (4) A progress report of the project to be attached.

- c. Bulk Payments: To assist the projects, bulk payments of items available in Lusaka and other payments, if required, will be paid directly from the main account by the Project Coordinator. The projects involved will be charged accordingly. Bulk payments have helped projects to obtain materials which are not available in their respective districts.

- d. Procedures of Disbursement: After projects have been approved by the EEC-Delegation, and funds are advanced to the imprest account, payments are made to the indivi-

dual project accounts or payments are made to purchase materials. For the first one, payments are requested from the DPS/NCDP and the Micro-Projects Programme issues the cheques.

New procedures: Following the Memorandum of understanding between the Government of the Republic of Zambia and a Mission from the Commission of the European Communities, signed on the 28th February 1987, new financial procedures, regarding tender-board, were agreed upon. These procedures are now implemented (see also point 3.5.).

2.5. Deposit Account:

A deposit account has been opened with the Zambia National Commercial Bank Ltd., Main Branch, Lusaka.

Account: 15 days Notice Deposit Account, Account no. 310592 at 191 interest per annum. The account was opened in order to earn interest to cover the account-costs incurred. Interest accrued on this account is almost K 13,000.

3. Commitment for Projects:

3.1.

As the situation stands, a good number of project requests were made (75), of which:

- a. Fully approved projects: 57 Micro-Projects (appendix II).
- b. Projects deferred: 16 Micro-Projects (appendix III).
- c. Projects not defined and not approved: 2 (Project nos. 64 and 67).
- d. Projects deferred, but given advance in materials (Project no. 5, 51, 56, 60. This due to the fact that, if some urgent repairs were not made before heavy rains, the started school buildings should have been damaged severely, and work had to start from square one again. Verbally it was said that the projects would fall in Micro-Project Programme, but were only deferred because of lack of new appointment of the Coordinator\$.

3.2. Total Project Costs

See Appendix IV.

3.3. Project Estimates:

Planned estimated EEC contributions:	ECU	2,251,028.00
Projects funded and committed:	ECU	1,528,230.60
Balance:	ECU	<u>722,797.40</u>

The balance will be committed to the deferred projects when the new Project Coordinator comes.

3.4. Increase of Project Estimates:

Almost all the projects have been affected by the increase of prices, caused by the auctioning system and the time lag; the time when the project estimates are made and the time the projects are approved for funding. Additional estimates were made for the first 20 projects to meet the shortfall, but this was never officially approved. Approval is very much required.

3.5. Progress of Funding:

The new financial procedures have improved the rate of payments to the Micro-Projects. Projects which want their materials paid for straight from this office, have been allowed to do so. This has made it easy for these projects to buy more materials within a short period of time. District Councils should be encouraged to provide transport to the Micro-Projects when collecting building materials. The Councils may ask for money to buy fuel when they are transporting these materials. Due to lack of reliable transport on the part of some District Councils, it would be recommended to have a lorry for the Micro-Projects Programme, so that some materials could be transported to the projects.

3.6. Purchase and Transportation of Materials:

Most of the materials bought in bulk are purchased from parastatal companies. This should be encouraged because most of the private dealers are very unreliable in supplying the materials. Where possible, the parastatal companies that sell the materials should be asked to transport the materials to our 'warehouse'.

3.7. Financial Summary:

Advance payments:	K	4,245,585.24
Plus opening balance:	K	20.00
	K	<u>4,245,605.24</u>
Less disbursements:	K	4,081,036.92
Less bank charges:	K	<u>303.25</u>
Sub-Balance	K	<u><u>164,265.07</u></u>

3.8. 6 Months Fixed Deposit Account:

Due to the small interest rate on the 15 day fixed deposit account, a 6 months fixed deposit account was opened with the Leasing Finance Bank Ltd. for K 500,000.00 on an interest rate of 15.5% per annum. This is intended to help the Programme to pay for increased costs of the materials for the projects.

4. Commitment for Technical Assistance:

The Technical Assistance Contract was for two years. Due to the late implementation of the Microprojects Programme, it was requested by the Government to extend the TAC for another 1 - 1 1/2 years. A rider to the TAC No. 58 was signed at the beginning of 1987. Due to the death of the late Mr. I.J. Krisifoe on 26th September 1987, who was the Project Coordinator, there was a one to two months delay in the project implementation. Mrs. S.C. Krisifoe became the Interim Project Coordinator, and in March 1988 another rider to the TAC No. 58 was signed. The project employed a Secretary, Mary Mulenga, in June 1987, to ease up the typing and other secretarial work. In January 1988, the project (Gossner Mission) engaged the services of an Assistant to the Coordinator: Mr. B.E.L. Zulu. Mr. C.F. Nyirenda, seconded to the project by GRZ, continued to work tirelessly for the project and made several follow up visits to the projects, for which he could use the Gossner Mission vehicle with driver. He also went for one and a half months seminar in Botswana on Project Planning and Management.

Due to problems encountered by Gossner Mission in getting a replacement for the Coordinator of the Micro-Projects Pro-

gramme, Gossner Mission decided to withdraw from the Project, so that the GRZ - Gossner Mission contract should come to an end on the 30th June 1988. The EEC delegation has now found a new Coordinator by the name of Mr. M. Candotti, who will start work the 15th of June 1988.

5. Recommendations for LOME III:

1. The LOME II projects should be completed as quickly as possible, because there are many more projects lined up for LOME III.
2. All project proposals should come to the EEC Micro-Project Coordinator Office through the PPU after they have been approved by the District Councils. It should be avoided that applications reach the office through private or other resources.
3. The District Councils should play a more active part in the implementation of the projects, e.g. supplying of transport and skilled labour.
4. The local communities should be issued with the project proposals before they sign the financial agreements. This will help them to know what to buy with the project funds, and what is their own responsibility.
5. The contingency percentage should be raised from the present 15% to 25%. The most remote projects should be given a higher contingency than the projects near major towns.
6. Advance payments to project 31 - 35 should still be made.
7. The office of the Project Coordinator should have a direct telephone line for easy communication with project recipients.
8. The office of the Project Coordinator should have easy access to transport facilities for transporting materials in cases that the Councils or other means fail. Private transporters are very expensive and mostly unreliable.
9. Since the project has grown so much, better facilities should be made available to let the work go more smoothly, like e.g. its own typewriter, fotocopier, cupboards, etc.
10. If this is realised, better security measures should be taken, since several debts have occurred from the office in the past.

APPENDIX II FULLY APPROVED PROJECTS

<u>Project Number</u>	<u>Project Title</u>
1	Rural Water Supply Scheme
2	Kamyanda Vegetable Scheme
3	Kyindu Ranch Primary School Phase I
4	Cattle Water Ponds
5	Children's ward - Kaoma Hospital
6	Chalata Primary School
7	Mini Oil Expellers
8	Masuku Secondary School
9	Luano Valley Road and Pontoon
10	Ngwenya Water Supply Scheme
11	Chivunga S.H. Primary School
12	Mtumbatwa S.H. Primary School
13	Mgoza S.H. Primary School
14	Kang'ambwa S.H. Primary School
15	Mwase Dam and Kapichila-Mwase Road Drift
16	Village Cattle Crushpens
17	Communal Diptanks
18	Chongwe Primary School
19	Kasamba Earthern Dam
20	Syamulunga S.H. Primary School
21	Senga Day Secondary School
22	Mulungushi Rural Health Clinic
23	Kawama Water Well Scheme
24	Katete Community Tree Planting Scheme
25	Cluster Ferrumbu Storage Bins
26	Kanyanga S.H. Primary School
27	Nambala Day Basic School
28	Namwala District Hospital Extension
29	Kasompe-Mwanza Skills Centre

Appendix II (Continued)

<u>Project Number</u>	<u>Project Title</u>
30	Matonga S.H. Primary School
31	St. Joseph's S.H. Secondary School
32	Gwembe Boma Primary School
33	Namseche Bridge
34	Chikuni S.H. Primary School
35	Mpongwe - Mushili S.H., Primary Schools
37	Kakikasa Water Well Scheme
39	Makonkoto S.H. Secondary School
40	Kasisi S.H. Clinic
41	Milambo Road and Mulimbi Clinic
42	Katuta Basic School
43	Chaanga Day Secondary School
44	Chienge S.H. Primary School
45	Katoba Primary School
46	Kakwiya Rural Health Centre
48	Nyampondolo School and Clinic
49	Storage Sheds
52	Kafue Nursery School
58	Mawilo Primary School
63	Temweni Maternity Ward
65	Lusitu S.H. Basic School
66	Chiwala Primary School
68	Kafulafuta S.H. Basic School
69	Sakanya Rural Health Centre
70	Luansobe Rural Health Centre
72	Kyindu Ranch Primary School Phase II
73	Chongwe Clinic Extension
75	Kafulamase Primary School

Note: EEC Contribution K7,461,153.00

For amounts drawn and balances see Appendix IV

APPENDIX III

LIST OF DEFERRED PROJECTS

NO.	TITLE	TOTAL COST ZK	EEC CONTRIBUTION ZK	LOCAL/GRZ CONTRIBUTION ZK
36.	Sewarage and Water Scheme	1,510,000	835,000	675,000
38.	Mchini Kapata Extension	211,700	110,250	101,520
47.	Katuta Road and Storage Shed	385,700	195,000	190,700
50.	Community Tree Planting	153,000	66,000	87,000
51.	Mutala Primary School	239,500	119,750	119,750
53.	Chilubi Island Basic School	284,500	142,250	142,250
54.	Namwala Cattle Diptanks	296,200	167,440	128,760
55.	Village Woodlots and Seasoning Sheds	314,000	105,000	109,000
56.	Mofu Self Help Primary School	410,600	205,600	205,000
57.	Chiundaponde Self Help Basic School	435,940	217,970	217,970
59.	Chinsimbwe Rural Health Centre	496,000	252,000	244,000
60.	Matipa Self Help Primary School	410,600	205,600	205,000
61.	Kaputa Basic School	467,240	233,620	233,620
62.	Lufubu Rural Health Centre	505,286	233,316	271,970
71.	Mwanyika Rural Health Centre	577,287	283,021	294,266
74.	Moloshi Rural Health Centre	529,806	242,170	287,636
		7,223,429	3,613,987	3,609,442

APPENDIX IV

BATCHWISE SUMMARY OF EEC MICROPROJECTS FUNDINGS

BATCH NO.	PROJECT NOS.	TOTAL COSTS ZK	EEC CONTRIBUTION ZK	LOCAL/GRZ CONTRIBUTION ZK	AMOUNT DRAWN ZK	BALANCE ZK
1.	1 - 15	2,387,030	1,113,535-00	1,273,495-00	594,608-40	518,926-60
2.	16 - 21	1,018,000	506,430-00	511,570-00	375,470-15	130,959-85
3.	22 - 25	680,280	321,110-00	359,170-00	264,200-00	56,910-00
4.	26 - 30	1,926,800	965,900-00	960,900-00	469,423-00	496,477-00
5.	31 - 35	1,272,425	636,350-00	636,075-00	223,244-00	413,106-00
6.	36 - 50	6,845,633	3,425,955-00	3,419,678.00	1,062,001.37	2,363,953.63
7.	51 - 75	9,132,478	4,285,860-00	4,846,618-00	397,794.90	3,888,065.10
GRAND TOTALS		23,262,646	11,255,140-00	12,007,506-00	3,386,741-82	7,868,398.18
GRAND TOTALS ECU		4,652,529-2	2,251,028-00	2,401,501-2	677,348-36	1,573,679-64

Appendix V: Completed Projects

<u>Project Number</u>	<u>Project Title</u>
2	Kamyanda Vegetable Scheme
3	Kyindu Ranch Primary School Phase I
5	Children's Ward - Kaoma Hospital
8	Masuku Secondary School
24	Katete Community Tree Planting Scheme
52	Kafue Nursery School

APPENDIX I

PROJECT NO.	PROJECT TITLE	PROVINCE	TOTAL COST ZK	EEC CONTRIBUTION ZK	LOCAL/GRZ CONTRIBUTION ZK	AMOUNT ALLOCATED ZK	BALANCE ZK	DESCRIPTION OF WORK	STATE OF PROJECT AS AT 1ST JUNE 1988	REMARKS
1.	Rural Water Supply Scheme	N/Western	300,000	150,000	150,000	60,000	90,000	Digging of wells in the province	18 new wells dug 19 wells rehabilitated 11 wells repaired	project has been delayed due to transport problems to transport materials to District sites.
2.	Kamyanda Vegetable Scheme.	N/Western	12,160	6,460	5,700	6,460	-	Vegetable growing and fencing of the 2 hectares	project completed	
3.	Kyindu Ranch Primary School	Lusaka	300,000	150,000	150,000	120,000	30,000	Construction of classrooms and teachers houses.	phase 1 of project complete. Phase 2 about to start	phase 2 of project expected to be completed by end of year
4.	Cattle Water Ponds Senanga West	Western	207,330	103,665	103,665	45,731	57,934	Digging of cattle water ponds and fencing them	9 out of 15 ponds have been dug and are in use	more wells will be dug although the project had delayed
5.	Children's Ward Kaoma Hospital	Western	66,210	32,510	33,700	32,510	-	Construction of Children's Ward	Project completed in early 1987	Children's ward already in use
6.	Chalata Self Help Primary School	Central	12,580	6,600	5,980	7,132.40	-532.40	Construction of 1 x 4 classroom	Project not yet complete, needs additional materials	Due to increase in cost of materials, project could not be complete, needs additional funds for materials.
7.	Mini Oil Expellers	Central	160,000	80,000	80,000	-	80,000	purchase and installation of oil expellers for 4 Multipurpose Cooperative Societies	-	Project not feasible : in view of high cost of oil expellers at the moment. Project needs re-evaluation.
8.	Masuku Secondary School	Southern	160,000	70,000	90,000	70,000	-	up-grading of Day Secondary School.	project is complete and in use	the water supply part needs more funds because the present water engine is not able to supply water all the time.
9.	Luano Valley Pontoon	Lusaka	447,000	200,000	247,000	-	200,000	Construction of Pontoon across Kusemwa River	Been informed that project has been completed.	Project complete, but not with Microprojects funds

PROJECT NO.	PROJECT TITLE	PROVINCE	TOTAL COST ZK	EEC CONTRIBUTION ZK.	LOCAL/GRZ CONTRIBUTION ZK	AMOUNT ALLOCATED	BALANCE ZK	DESCRIPTION OF WORK	STATE OF PROJECT AS AT JUNE 1988	REMARKS
10.	Ngwenya Water Supply	Southern	224,750	75,000	149,750	55,350	19,635	laying of pipes to supply water to Ngwenya Township	Project still on going, but has been delayed due to non-availability of fittings for pipes	The Council cannot account properly for the funds allocated to the project, therefore no new allocation will be made until the receipts are submitted to this office.
11.	Chivunga Self-Help Primary School	Eastern	96,500	46,500	50,000	34,790	13,710	Construction of a 1x2 classroom block and two staff houses	The 1x2 classroom block is almost complete, but it needs glasspanes. The staff houses are still under construction	the project would have been completed before July had the people involved worked hard enough
12.	Mtumbatwa Primary School	Eastern	96,500	46,500	50,000	33,520	12,980	Build a 1x2 classroom block and two staff houses	The project is almost complete except for 1 staff house.	Project may be completed before the end of August if people continue working hard.
13.	Mingoza Primary School	Eastern	128,500	61,500	67,000	61,500	-	Build 1x2 classroom block and 3 staff houses	Project is almost complete	Project needs more funds for some glass panes
14.	Kangambwa Primary School	Eastern	128,500	61,500	67,000	46,300	15,200	"	Project is almost complete	PTA has managed to build 4 staff houses and 1x2 classroom block. Community is very active.
15.	Mwase Dam and Kapichila Road Drift	Eastern	46,200	23,300	22,900	23,300	-	Repair of dam and road drift and up-grading of the road	Dam and road drift complete and work on road is in progress.	Project to be completed by end of July
16&17	Rural Diptanks and Crushpens project	Southern	332,300	166,150	166,150	132,920	33,230	Construction of Diptanks and Crushpens	project almost completed. Work is still in progress	project has delayed but hopefully will be completed before the end of the year

PROJECT NO.	PROJECT TITLE	PROVINCE	TOTAL COST ZK	EEC CONTRIBUTION ZK	LOCAL/GRZ CONTRIBUTION	AMOUNT ALLOCATED	BALANCE ZK	DESCRIPTION OF WORK	STATE OF PROJECT	REMARKS
18.	Chongwe Primary School	Lusaka	132,200	65,780	66,420	68,050-15	-2,270-15	Construction of 1x3 classroom block and two staff houses	Project is almost complete, Minor details presently worked on.	Project to be completed before end of this month Project over spent due to the earlier omission of 200 pockets of cement supplied to the School.
19.	Kasamba Earthen Dam	Central	12,000	6,000	6,000	6,000	-	Construction of a dam	Project almost complete	The project should be complete and put in use before the end of July 1988.
20.	Syamulunga Primary School	Southern	138,000	68,500	69,500	68,500	-	Upgrading of a School	Project almost complete	Project Committee is very active.
21.	Senga Day Secondary School	Northern	403,500	200,000	203,500	100,000	100,000	Construction of Classroom block and	Project is still on-going	The project experienced initial problems but has now recovered and geared to complete.
22.	Mulungushi Clinic	Central	527,090	263,350	263,740	219,700	43,650	Construction of Clinic	The project is more than half way completed, and should be completed before the end of July 1988	The people involved in the project have worked very hard. This is a model project worth visiting
23.	Kawama Settlement Scheme	N/Western	28,530	12,330	16,200	4,500	7,830	Digging of wells in the Resettlement area	Only 100 pockets of cement have been bought since the funds were allocated in May last year.	The problem seems to be that of transportation of materials from Solwezi to the area. The people seem to be ready enough.
24.	Katete Tree Planting Project.	Eastern	112,000	40,000	72,000	40,000	-	Establishment of community Tree planting project in Katete east for the local people	The project was completed late last year	The project proved quite educative to the people and this year more and more people have established small tree plantations.

PROJECT	PROJECT TITLE	PROVINCE	TOTAL COST ZK	EEC CONTRIBUTION ZK	LOCAL/GRZ CONTRIBUTION ZK	AMOUNT ALLOCATED ZK	BALANCE	DESCRIPTION OF WORK	STATE OF PROJECT AS AT 1ST JUNE 1988	REMARKS
25.	Cluster Ferrumbu Storage bins	Central	12,600	5,430	7,230	-	5,430	Construction of improved Ferrumbu Storage Bins in Kabwe Rural	Nothing has been done. The submitting agency has proposed that the project be transferred to Petauke.	It is not possible to transfer the project to another area. The promoters have been advised to this effect. The project has meanwhile been shelved
26.	Kanyanga Primary School	Southern	234,200	117,000	117,000	73,000	44,000	upgrading of the existing Primary School	Project is still on-going	The project is expected to be completed before the end of August, 1988
27.	Nambala Day Secondary School	Central	529,200	267,100	262,100	175,000	92,100	upgrading of Primary school to a Junior Secondary School	The project is progressing smoothly and could be completed before the end of August, 1988	the people have done commendable job on the project after initial problems.
28.	Namwala Hospital Extension	Southern	701,000	350,500	350,500	97,983	252,517	Extension to the existing hospital	Project has only just started but progress is being made.	Work is going on steadily and the project should be completed by the end of the year.
29.	Kasompe-Mwanza Skills Centre	Copperbelt	191,200	95,600	95,600	38,240	57,360	Provision of equipment for the skills centre	Part of the equipment and furniture needed has already been bought with funds from the project	Project is progressing well.
30.	Matonga Self Help Primary School	Eastern	217,200	135,600	135,600	85,200	50,400	Construction of 1x3 classroom block, 2 teachers houses, a well and road improvement.	Project is still going on	The project is expected to be completed by end of the year
31.	St Joseph Self help Secondary School	Copperbelt	267,500	133,500	134,000	50,000	83,500	Upgrading of existing Primary School to Secondary School	The project has just started	

PROJECT	PROJECT TITLE	PROVINCE	TOTAL COST ZK	EEC CONTRIBUTION ZK	LOCAL/GRZ CONTRIBUTION ZK	AMOUNT ALLOCATED ZK	BALANCE ZK	DESCRIPTION OF WORK	STATE OF PROJECT AS AT 1ST JUNE 1988	REMARKS
32.	Gwembe Boma Primary	Southern	223,000	111,500	111,500	42,300	69,200	Upgrading of the of the existing Primary School	the project has just started.	Project progress is good. It should be completed and ready for use by early next year.
33.	Namseche Bridge	Eastern	40,425	20,600	19,825	4,120	16,480	Construction of bridge across Namseche River in	Project only just received first allocation. Material s have been bought	-
34.	Chikuni Primary School	Southern	220,000	110,000	110,000	26,824	83,176	Upgrading of exist- ing primary school	Project only just received first allocation and materials	-
35.	Mpongwe-Mushili Primary Schools	Copperbelt	521,500	260,750	260,750	100,000	160,750	Improvement on exist- ing structures at the two school	Project only received second allocations. Not much progress yet	-
36.	Sewarage and Water Scheme	Southern	1,510,000	835,000	675,000	-	835,000	laying of water and sewer lines in sawmills Township Livingstone	Project is considered too sophisticated and has been deferred until new Coordinator is appointed.	-
37.	Kakikasa Water Wells Scheme	N/Western	45,000	22,500	22,500	5,500	17,000	digging of boreholes in the resettlement area.	Project has not started yet, await- ing for the water level to stabilize. Will commence end of June.	-
38.	Mchini-Kapata Extension	Eastern	211,770	110,250	101,520	-	110,250	Water supply system to Kapata council and extension of clinic	Project deferred until new Coordinat- or is appointed	-
39.	Makonkoto Secondary School	Southern	535,000	267,500	267,500	100,389-20	167,110-80	Upgrading of exist- ing Primary School to a Senior Second- ary schools in phas- es	Project has only acquired part of their materials and project is now in progress.	The project is expected to be completed before the end of the year

PROJECT	PROJECT TITLE	PROVINCE	TOTAL COST ZK	EEC CONTRIBUTION ZK	LOCAL/GRZ CONTRIBUTION ZK	AMOUNT ALLOCATED ZK	BALANCE ZK	DESCRIPTION OF WORK	STATE OF PROJECT AS AT 1ST JUNE 1988	REMARKS
40.	Kasisi Rural Health Centre	Lusaka	516,110	283,750	232,360	251,422-12	32,327.88	Construction of an LCI clinic and ^{turning} an existing house into two staff houses (flats)	The project is off the ground and the clinic is now almost completed.	The project should be able to be completed before August. The project has been delayed due to the unreliable supply of blocks. The project was not given any contingencies and subsistence allowances were omitted from the EEC Contribution.
41.	Milambo Road and Milumbi Clinic	Luapula	979,738	465,540	514,198	200,000	265,540	Laying of culverts across Milambo River and construction of clinic at Milumbi	Project has already been started. The bridge is expected to be completed before the coming of the rainy season	-
42.	Katuta Basic Junior School	Northern	268,000	134,000	134,000	50,000	84,000	Upgrading of existing Primary school to a Junior Secondary School	Project has received first allocation, and work is in progress.	The project committee says that they cannot find some materials like, roof sheets, ridges, etc and therefore would like these materials to be bought for them here in Lusaka.
43.	Chaanga Day Secondary School	Southern	295,500	147,750	147,750	30,000	117,750	Upgrading of existing school to a secondary school.	After initial problems, the project is finally under way	-
44.	Chienge Primary School	Luapula	380,750	188,250	192,500	100,000	88,250	Upgrading and construction of additional classrooms and teachers houses.	Steady progress is being made	The project is expected to be completed before the end of the year
45.	Katoba Primary School	Lusaka	226,000	113,000	113,000	29,408	83,592	Construction of additional classrooms at the school.	Project is already under way	The local community needs a push so that the rate of project progress can be quickened.

PROJECT	PROJECT TITLE	PROVINCE	TOTAL COST ZK	EEC CONTRIBUTION ZK	LOCAL/GRZ CONTRIBUTION ZK	AMOUNT ALLOCATED ZK	BALANCE ZK	DESCRIPTION OF WORK	STATE OF PROJECT AS AT 1ST JUNE 1988	REMARKS
46.	Kakwia' Rural Health Centre	Eastern	450,015	196,165	253,850	70,000	126,165	Extensions to the existing clinic and construction of staff houses	The extension work is almost complete while the construction of staff houses has started.	Project promoter has donated his own house to project and now LCI type of clinic is under construction.
47.	Katuta Road and Storage Shed	Luapula	385,700	195,000	190,700	-	195,000	Upgrading of road to Katuta and construction of storage shed	The project has been shelved until new Coordinator is in post.	
48.	Nyampondolo Primary School and Clinic	Eastern	307,500	153,750	153,750	135,282.05	18,476.95	Completion of classrooms, teachers houses and clinic and staff houses	The project is almost complete with all buildings either at roof level or already roofed	This is a model project. The people have actually done a lot on their own. Our assistance will go only towards materials such as roofing sheets, doors, locks, glasspanes etc.
49.	Storage Sheds	Western	581,550	247,500	334,050	90,000	157,500	Construction of 3 storage sheds in province	Work has just started	-
50.	Community Tree Planting	Southern	153,000	66,000	87,000	-	66,000	Initiating reforestation through tree planting	-	Project has been shelved as being unfeasible.
51.	Mutala Primary School	Western	239,500	119,750	119,750	-	119,750	Upgrading of existing Primary school.	Project has been shelved pending the arrival of new coordinator	The project was given an advance of 176 pockets of cement valued at K4,752.00
52.	Kafue Nursery School	Lusaka	300,000	100,000	200,000	100,000	-	Construction of nursery School	Project is complete	Completed but not officially handed over
53.	Chilubi Basic School	Northern	284,500	142,250	142,250	-	142,250	Upgrading of existing primary school into Basic School	Project deferred pending arrival of new coordinator	-

PROJECT	PROJECT TITLE	PROVINCE	TOTAL COST ZK	EEC CONTRIBUTION ZK	LOCAL/GRZ CONTRIBUTION ZK	AMOUNT ALLOCATED ZK	BALANCE ZK	DESCRIPTION OF WORK	STATE OF PROJECT AS AT 1ST JUNE 1988	REMARKS
54.	Communal Diptanks	Southern	296,200	167,440	128,760	-	167,440	Construction of Diptanks in Namwala District	Project deferred pending arrival of Coordinator	-
55.	Village Woodlots	Western	314,000	105,000	209,000	-	105,000	Establishment of Village Woodlots in Province.	"	
56.	Mofu Primary School	Northern	410,600	205,600	205,000	-	217,	UPgrading of existing school to Basic School	Project awaiting appointment of new Coordinator	Project was given an advance of K30,035.00
57.	Chiundaponde Basic School	Northern	435,940	217,970	217,970	-	217,970	"	"	-
58.	Mawilo Primary School	Copperbelt	220,000	110,000	110,000	25,000	85,000	Renovation to existing classroom and construction of teachers houses	work on project has just started	-
59.	Chinsimbwe Rural Health Centre	Eastern	496,000	252,000	224,000	-	252,000	Construction of clinic and 3 staff houses.	Project awaiting appointment of new coordinator	-
60.	Matipa Primary School	Northern	410,600	205,600	205,000	-	205,600	Contruction of additional class rooms and teachers houses	"	Project was given an advance of K30,035.00
61.	Kaputa Basic School	Northern	467,240	233,620	233,620	-	233,620	Upgrading of existing school to Junior Secondary	"	-
62.	Lufubu Rural Health	Luapula	505,286	233,316	271,970	-	233,316	Construction of Clinic and staff houses	"	-
63.	Temweni Maternity Ward	Copperbelt	276,480	141,270	135,210	-	141,270	Construction of Maternity ward	Project has been abandoned as it has already been funded by other donors-NORAD	-

PROJECT NO.	PROJECT TITLE	PROVINCE	TOTAL COST ZK	EEC CONTRIBUTION ZK	LOCAL/GRZ CONTRIBUTION ZK	AMOUNT ALLOCATED ZK	BALANCE ZK	DESCRIPTION OF WORK	STATE OF PROJECT AS AT 1ST JUNE 1988	REMARKS
64.	Mpongwe Junior Secondary School	Copperbelt	-	-	-	-	-	Upgrading of existing Junior Secondary School to Senior Secondary School.	project shelved as it is too expensive	-
65.	Lusitu Junior Secondary School	Southern	841,635	341,685	499,950	-	341,685	Upgrading of existing school to Junior Secondary School	Project has just been approved no disbursement has started yet	Agreement forms have been already been sent and disbursement will start as soon as the forms are sent back to us.
66.7	Chiwala Primary School	Copperbelt	297,145	148,675	148,470	30,000	118,675	UP grading of existing school	work on project has just started	-
67.	Kalomo Hospital Extension	Southern	-	-	-	-	-	Upgrading of existing hospital and construction	Project too costly and has been shelved	-
68.	Kafulafuta Junior Secondary School	Copperbelt	420,000	200,000	220,000	40,000	160,000	Upgrading of existing school to junior secondary School	Project has just started	-
69.	Sakanya Rural Health Centre	Copperbelt	196,580	98,290	98,290	20,000	78,290	Construction of two staff houses at Sakanya	Project has just received first	-
70.	Luansobe Clinic	Copperbelt	529,806	242,170	287,636	50,000	192,170	Construction of Clinic and 3 staff houses	"	-
71.	Mwanyika Rural Health	Eastern	577,287	283,021	294,266	-	283,021	"	Project shelved pending arrival of new Coordinator	-

PROJECT NO	PROJECT TITLE	PROVINCE	TOTAL COST ZK	REC CONTRIBUTION ZK	LOCAL/GRZ CONTRIBUTION ZK	AMOUNT ALLOCATED ZK	BALANCE ZK	DESCRIPTION OF WORK	STATE OF PROJECT AS AT 1ST JUNE, 1988	REMARKS
72.	Kyindu Ranch Primary School	Lusaka	300,000	150,000	150,000	-	150,000	Completion of Phase 2 of school	No allocation yet in Phase 2. Should start soon.	-
73.	Chongwe Clinic Extension	Lusaka	341,133	121,263	219,870	83,042-90	38,220-10	Completion of maternity wing	work is going on very well	-
74.	Moloshi Rural Health Centre	Luapula	529,806	242,170	287,636	-	242,170	Construction of clinic and 3 staff houses.	Project shelved pending arrival of new Coordinator	-
75.	Kafulamase Primary School	Central	442,740	224,770	217,970	45,000	179,770	Construction of classroom block and teachers houses.	Project only just received first allocation.	
	Project complete									
	Project complete by end of August 1988									

EEC-MICROPROJECTS PROGRAMME

REPORT ON THE TOUR OF THE ON-GOING PROJECTS IN THE
NORTHERN AND LUAPULA PROVINCES UNDERTAKEN FROM THE
28TH OF MARCH TO THE 1ST OF APRIL 1988.

COMPILED BY BENNY E.L. ZULU

2ND APRIL, 1988

INTRODUCTION

The EEC-Microprojects Programme is funding the following projects in the two provinces:-

1. Senga Day Secondary School, Mbala, Northern Province
2. Katuta Basic School, Luwingu, Northern Province
3. Chienge Primary School-Nchelenge, Luapula Province
4. Milambo Road and Mulimbi Clinic, Mansa, Luapula Province

The purpose of this tour was to go and see the materials which were bought with the refunded money from the P.T.A. at Senga and also to have a word with the local community concerning the use of project funds. The tour was also aimed at visiting the last three projects which were given their first allocations towards the end of last year. The need to complete the projects on schedule was also emphasised and also the adherence of the agreed financial conditions and the active participation of the respective district councils on projects in their areas.

On Monday the 28th of March, we left for Mbala (Senga Hill) at 07.00 hours and we arrived at the school (Senga Day Secondary School) at about 1615 hours. We found the P.T. A. executive in a meeting which was a blessing to me since I had to talk to them about the project. I warned the PTA that our office does not expect any more financial mismanagement from the school otherwise funding would be discontinued for good. The P.T.A. regreted the incident and promised that nothing of the type will be done. They also said that they will do everything^a possible to complete the project on time.

I inspected the bricks which the local community made. There are over 40,000 bricks and some more will be made after the rainy season. Work~~ed~~ on the project is expected to resume on the 4th of April.

Two staff houses have been built up to full plate level and only needs glass panes, doors and roofing sheets in order to be completed. The foundation of one other house is dug. A boys' dormitory has been built and is in use although it is not complete. It is also used as a store room for the building materials.

We spent the night in Kasama so that we could easily travel to Luwingu the following day.

On Tuesday morning I visited the people at the Provincial Planning Unit (in Kasama) and we discussed the projects in the province and other matters concerning the possible LOME III projects. We later proceeded to Luwingu District. Fortunately, we found the Head-teacher of Katuta Basic School at the Social Secretary's office. We went to Katuta in the late hours of the morning. At Katuta, they have built a 1 x 2 classroom block which only remains ^{with} ~~of~~ plastering. One staff house has been built and it is in use although it still has a thatched roof.

On Wednesday, we visited Chienge Primary School in Nchelenge. Nothing much has been done except that the project site has been cleared and they had just brought the building materials which were purchased with funds of the first allocation.

On Thursday, we visited the Milambo Road and Mulimbi Clinic Project in Mansa District. Here also, the Clinic project site has been cleared and they have bought the pockets of cement and River sand in readiness to make the blocks. I was told that if all goes well, the clinic may be completed before June this year. Nothing has been done on the Road project, but I reminded the people in the area that their project is expected to come to an end before the beginning of the rainy season.

On Friday, April the 1st, we started off for Lusaka.

THE ROLE OF THE EEC-MICROPROJECTS PROGRAMME IN
THE NEW ECONOMIC RECOVERY PROGRAMME

A PAPER PRESENTED TO NCDP/MAWD WORKSHOP HELD AT
SIAVONGA 21-26 MARCH, 1988

BENNY E. I. ZULU

EEC-MICROPROJECTS PROGRAMME

INTRODUCTION

The EEC-Microprojects Programme was set up by the EEC with a view of helping those communities which had taken an initiative to start a project on self help basis.

- It is aimed at helping the community in securing materials which they are unable to buy due to financial constraints. This is done by either supplying the needed materials or by giving the project money to buy the materials.

The EEC-Microprojects Programme plays a role in the New Economic Recovery Programme (NERP) by:-

1. Encouraging development from our own resources by making sure that all materials needed for the project are obtained locally.
2. Reaching out to those places which lack the basic socio-economic infrastructure thereby reducing the disparities in regional development (aims at funding equal number of projects in each province.
3. Carrying out rehabilitation projects of the available socio-economic infrastructure.
4. Helping to put up an efficient water supply system by digging wells, bore holes, providing water engines etc., hence encourage agricultural production and improved sanitation standards.
5. Enhancing the spirit of self-reliance in the construction of schools, clinics dams, to mention but a few.

Project Implementation

There have been some successes and problems in the implementation of the various projects that have been approved under Lomé II microprojects.

Successes.

- New schools have been built and opened;
- Communities have been able to increase their agricultural production due to improved water supply.
- Has encouraged the spirit of self help.
- Has been able to slightly reduce the socio-economic disparities in regions e.g. teachers and nurses can now go to rural areas knowing very well that they will have a good house.
- Has been able to bring medical services closer to the people by either extending the existing Rural Health Centres or by building new ones.

Limitations/Failures

- Some projects could not be implemented successfully due to poor planning.
- Some projects could not be completed on time due to the unavailability of materials.
- Some projects have not been able to take off due to the fluctuating costs of the, main components and some complications with the Tender Board.
- Other projects haven't been able to be completed properly because the amount allocated to them had become inadequate due to the time lag - the time the project is presented and when it is approved for funding.
- Some projects haven't been completed in time due to lack of assistance from their respective District Councils e.g., some Councils could not provide transport to the project (even if provision was made to use EEC funds for transporting the agreed materials).

- Other projects could not continue because money allocated to them was misused, hence funding had to be discontinued pending investigations into the issue.

- Other projects could not be completed in time due to the under estimation of the project duration due to poor planning and monitoring at District or local level.

Recommendations

1. For effective planning, implementation, monitoring and evaluation of projects I recommend that all project proposals should be sent to the Provincial Planning Units through the District Councils.
2. The District Councils should take an active part in the implementation of the projects.
3. Desk Officers for Provinces should work hand in hand with the Project coordinator's office to ensure an effective project monitoring and evaluation system.
4. All Provincial Planning Units should be fully aware of the operations of the Microprojects Programme so that they would be able to give advice and assistance to local communities in project preparation.

For more information see the other notes presented in the two handouts issued.

EEC-MICROPROJECTS PROGRAMME

REPORT ON THE TOUR OF LUSITU BASIC EDUCATION
SCHOOL UNDERTAKEN ON THE 23RD OF MARCH, 1988

By Benny E.L. Zulu

NCDP/101/2/32

25th March, 1988

The tour was undertaken in order to inform the local community that their project had been approved for funding by the EEC-Microprojects Programme. I visited the school on my way from the NCDP/MAWD Workshop being held in Siavonga.

I arrived at the school at about 12.40 hours and I had a meeting with the PTA Secretary/Headteacher and a few other members of the PTA. I told them that their school project had been approved and that funding was waiting for the signing of the financial agreement by the School PTA and the District Council. I was told that there was going to be a PTA meeting on Saturday, 26th March, 1988 and that the PTA Committee would come to our office the following week.

I also inspected the buildings which need to be renovated at the school and I later gave the EEC-Microprojects Programme guidelines to the Headteacher and also told him that our office is open to them anytime they need some clarifications.

We left for Lusaka at about 13.35 hours.

REPORT ON TRIP TO NORTH-WESTERN AND COPPERBELT PROVINCES TO INSPECT
MICROPROJECTS; UNDERTAKEN FROM THE 10TH TO 21ST OF JANUARY; 1988

I arrived in Solwezi in the late afternoon and next morning proceeded to meet the Chief Regional Planning Officer at the Provincial Planning Unit. After a brief meeting in which I informed the Chief Regional Planner of the purpose of my visit, we proceeded to Chizera District where we presented the first allocation of funds (K5,500) to Kakikasa water wells project committee.

On arrival, we immediately went to see the District Executive Secretary who later introduced us to the District Agricultural Officer who later took us to meet the project chairman, Mr Maxwell Mafiba. After discussions, during which the conditions of the microproject programme were outlined, I presented the cheque to him. I also left the agreement forms for the committee member's signatories. They promised to post the forms after they are signed. We drove back to Solwezi in the late afternoon.

On the 12th of January, we drove back to Ndola and arrived in the afternoon. I immediately went to meet the Development Secretary at the Ndola Urban District Council Civic Centre. The D.S explained the position of the 2 proposed projects at Temweni and Sakanya clinics. He explained that the projects only requirements was the construction of staff houses at the two clinics. Later, in the afternoon we visited the two clinic sites and found that a lot of progress had been achieved, all on self help. The following morning we travelled to Ndola Rural to visit, Mpongwe and Mushili Primary Schools which have already been approved and already received their first allocation. The two projects have not taken off as yet, infact I strongly doubt whether the funds have been utilised as yet. It seems the projects were proposed with-out the local leaders knowledge let alone their willingness to implement the project on self-help. I complained to the Hon MP. in the area who promised to follow up the issue and report back to us as soon as possible.

Later I visited the proposed Mpongwe self-help secondary school project and had a discussion with the Headmistress, Miss N. A. Namfukwe. The currently has 12 classes of Junior Secondary and 2 classes of senior secondary, 16 teachers houses. The school is actually a co-education boarding school. I was told by the headmistress that in order for the school to be graded a senior secondary school, it needs additional facilities in the form of classrooms, dormitories, dining hall facilities as well as 13 teachers houses. The PTA has approached GRZ with the request but unfortunately the response has been unfavourable, thus the request for assistance from the microprojects programme.

Later I was accompanied by the Executive Officer at Masaiti Boma to the proposed Kafulafuta self-help Junior Secondary School. My visit to this project was at a time when a group of American Anglican Churchmen had concluded their visit. They have proposed to take over the mission station which has been left by their Australian counterparts. I was informed of their willingness to assist with the general maintenance of the old mission station as well as the clinic. Probably assistance to the Junior Secondary school is in order.

CONCLUDING REMARKS

The projects in Northwestern Province are progressing very well and I have confidence that they will be completed. The ones on the Copperbelt (Mushili and Mpongwe) have not progressed at all. Representation to the relevant authorities at the two schools should be made so that they too should commence as soon as possible. I recommend that in future projects submitted with the members of Parliament should be followed up with the local leaders who will be responsible with the implementation.


Chibesa Francis Nyirenda
EEC -MICROPROJECTS PROGRAMME

15th February, 1988

REPORT ON VISIT TO KABWE TO ATTEND THE MAIZE DEVELOPMENT PROJECT
SCM MEETING AND TOUR OF MICROPROJECTS IN CENTRAL PROVINCE

I travelled to Kabwe on 3rd February in the company of Hon. Wonani MP. who was going to introduce me to officials in Kabwe Urban District in connection with the proposed Kafulamase Self-help Primary School, but first I attended the 24th SCM of the Maize Development Project.

2. The meeting was held in the old Boma Conference hall and it started at about 11.00 hours. From the matters that arose from the minutes of the meeting, I decided to clarify the position concerning the position of the projects No. 7 (Mini Oil Expellers) and project No. 19 (Kasamba Earthen Dam).

3. I explained that the mini oil expellers project, as far as we are concerned, could not be implemented in its present form, but maybe a completely new version of school a better chance of funding. As for the Kasamba Earthen Dam Project, I pointed out that infact the project had received much more than the 50 pockets of cement mentioned in the minutes I informed the meeting that in addition to the cement, the project has been allocated a total of K 5,000 remaining with a balance of K 1,000.

4. Later in the day, I was accompanied by the Chief Regional Planner for Central Province, we proceeded together with the Hon. Wonani MP, and officials from the District Council, to inspect the site for the proposed Kafulamase self-help Primary School. At the school, I saw the remains of their first attempt which has since collapsed. I was informed that the school has laready started receiving donations from the local people and once there are enough, construction will start. I was also informed that the Department of Water affairs have agreed to dig a well as soon as the people have agreed to on the sight where they want their well placed.

The school is to be located in an area which has been selected for resettlement of retired civil servants, and as such will be important to the population as a social service.

5. On 4th February, I again was accompanied by the Chief and Senior Regional Planners West and Mwangala (Miss) on a tour of Mulungushi self-help clinic and Kasamba Earthen Dam Projects.

It was unfortunate that we did not find Br Mansoa or Br Grovanni the two who are directly responsible for the project, but however, we were taken around by the Sister-in Charge.

A lot of progress has been made at this project which is almost complete. We were informed that two staff houses for the clinic were being constructed by Brunelli. I am of the view that this development should be investigated further before a decision is made.

6. We proceeded to Kasamba Earthen Dam Project, where we were met by the Headman Mr Kashilole. We were taken to the dam which is almost complete. All that is remaining is the spillway. We were also informed that they have not yet received the last allocation of K 1,000 which the late Krisifoe had left with the Maize Development Project Officials. The officials said that they needed the money to pay for the delivery of sand. They also explained that they were expecting 30 more pockets of cement in addition to the 50 they received last year.

Upon our return to Kabwe, we enquired from the MDP officials about the money, and we were informed that the funds were deposited in the Kabwe Branch but has not been transferred to Kapiri Mposhi Branch. Mr. West promised to follow-up the case with the MDP officials and the Bank.

REPORT ON INSPECTION VISIT TO CHIUNDAPONDE SELF-HELP BASIC SCHOOL

16TH DECEMBER TO 19TH DECEMBER 1987

The purpose of the visit was to see the site of the proposed site to make an on the spot inspection of what progress has been achieved so far.

We arrived at Chiundaponde Primary School on the 17th December, after having spent a night in Mpika. The road is quite good and I am convinced that material could definitely be transported from Mpika to the project site.

Upon arrival, I proceeded to inspect the school buildings. There are a total of 5 classrooms with 3 teachers houses. The buildings seemed to be in quite good condition and are roofed with iron roofing sheets.

Later, I had a meeting with the PTA chairman, the Secretary and 2 of the committee members. I explained to them that their request had been received and was receiving the necessary consideration. I went on to explain the mechanisms involved in the Microprojects Programme. After clarifications on issues which were raised, The chairman expressed his thanks for my visit and promised to mobilise the people in readiness for the implementation of the project once the funds or material are made available. We spent a night at Mr Tayali's house who is one of the committee members.

The following day in the morning, I had a meeting with the Ward Chairman who informed me that the party also had a lot of interest in the upgrading of the school to a Junior Secondary School. He pledged to work hand in hand with the PTA committee to ensure that the school project is completed for the benefit of all children in the area.

The ward chairman then took me to see the Chief Chiundaponde. After explaining my mission to the chief, he went on to express his gratitude to the microprojects programme for having responded to their cries for assistance. He assured me that ^{if} funds are made available he will use all his power to ensure the success of the project. We left Chiundaponde's village just before noon.

We got to Mpika just after lunch and immediately proceeded to meet the District Education Officer, Mr Mamba and I explained the purpose of our visit. He was delighted to receive us and promised to second a building team to the project once it is approved. We spent another night before returning back to Lusaka on 19th December, 1987.

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REPORT ON VISIT TO KABWE TO ATTEND THE MAIZE DEVELOPMENT PROJECT
SCM MEETING AND TOUR OF MICROPROJECTS IN CENTRAL PROVINCE

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QUARTERLY REPORT FOR 1st QUARTER 1988.

- Visits made during this period were:

10 - 21 January	Copperbelt and North-western
3rd of February	Visit to Maire project
7 - 10 March	Southern Province
13 - 17 March	Eastern Province
23th of March	Lusitu Basic Education
28 March - 1 April	Western province

- Other work done:

Several meetings with EEC, Mr. D. Macrae during which all 75 projects were presented.

Mr. Nyirenda went to Botswana to take part in a seminar about rural development.

Mr. Zulu addressed a seminar of Regional Planning and Provincial Planning Units about the Micro Projects.

A list of Project Applications for LOME III was drawn up and send to all PPU's for them to check.

All projects were send a letter with their approved project proposal attached. They also were told that the first phase shoul d finish by end of Junē 1988 and that they were supposed to get as far as possible by that time.

EEC MICROPROJECTS PROGRAMME

A REPORT ON THE TOUR OF ON-GOING MICROPROJECTS
IN THE SOUTHERN PROVINCE UNDERTAKEN FROM
THE 7TH TO THE 10TH OF MARCH
1988

compiled by Benny E. L. Zulu

NCDP/101/2/32

MARCH 12 TH 1988

INTRODUCTION

The EECMicroprojects Programme is funding the following projects in the Southern Province.

<u>Project No.</u>	<u>Project Title</u>	<u>Project Status</u>
8	Masuku Secondary School	completed
10	Ngwenya Water Supply	On-going
16 & 17	Communal crush-pens and Dip tanks	on-going
20	Syamulunga SS.H Primary sch.	On-going
26	Kanyanga S.H Primary School	On-going
28	Namwala Hospital Extension	On-going
29	Gwembe Boma Primary School	On-going
34	Chikuni S.H Primary School	On-going
39	Makonkoto S.H Primary School	On-going
43	Chaanga Day Sec. School	Approved but not started
65	Lusitu S.H Basic School	Just approved

The purpose of the tour was to inspect the projects in order to find out about the progress made and the problems encountered. The tour was intended to encourage the project committees and the local communities to work extra hard to ensure that projects are completed by the end of June 1988.

OBSERVATIONS

THE FIRST PROJECT TO BE VISITED WAS Syamulunga and this was on Monday, 7th March 1988. A lot of progress has been made at this school, i.e a one by two classroom block has been built and is in use although it lacks doors and windows and one classroom still has to be cemented. One staff house is almost complete and it only lacks a door, glass panes and a concrete floor in the dining room, kitchen and one bedroom, but it is in occupation. The other

teachers' house is also built and it still needs a concrete floor, doors and window panes. Lime wash has already been bought and the buildings will be painted after completion. Overall, it was impressive to note that the local community made their own doors for the project. I would recommend that the last allocation be made in a lump sum so that the project is completed before the end of May or June.

In the afternoon, a meeting was convened with the PPU ^(Livingstone) where the micro-projects in the area were reviewed including the projects which have been approved but funds have not yet been released.

Later we visited the Ngwenya Water Scheme with an official from the PPU and another from the District Council. Water taps have been erected in most parts of the compound and only a small section is left. It was ~~felt~~ felt that the project could be completed if the final allocation is made in good time. *The cast iron fittings and other materials would be obtained locally.* It was also felt that when the project is ~~com~~ completed, residents might start putting up permanent houses.

On Tuesday morning we visited Kanyanga Primary School with Kalomo District Education Officer. The 1 x 2 classroom block is almost completed and it only lacks the doors, window frames and roofing sheets for one classroom. One staff-house is at wall plate level. The other staff house is also complete and it only requires glasspanes and some doors. It is however occupied by the Headteacher. The classroom block is also in use. It was nice to see a lot of work done with only K 23,000.00. I recommend that the school be allocated a higher amount for its second allocation.

In the late afternoon, we visited Masuku Secondary School. The project has now been completed. The Science laboratory and the library looks very nice, more so with the electricity in all the classrooms and the dormitories (boys). The water supply is erratic in that the water table is low and the water tank is very small considering that it has to cater for both the school and the clinic. There is need to insert a bigger water pump and water tank. The school

has put up a project proposal for Phase II.

On Wednesday morning, we visited Namwala Hospital where to say the least not much effort has been done by the council and the local community. The excuse given for this state of affairs, is the non-availability of river sand due to bad road conditions brought about by the heavy rains. It looks like the people were anticipating another drought! I strongly feel that this condition of lack of river sand could have been averted had enough river sand being collected before the onset of the rains. I warned the Project Committee that if nothing concrete is done before May, then the project funds would be withdrawn. The Doctor-in-charge at the hospital and the secretary of the Project Committee assured me that once the rains stop, they will start work on the project on a very serious note. I hope they will honour their promise.

In the afternoon we visited Gwembe Primary School with the social secretary from the council. We found the Secretary of the PTA (the Head teacher) who showed us the doors, door and window frames, cement, etc which ^{they} have bought. Over 2,500 cement blocks have been made and more are expected to be made after the rain season. No construction work has started yet but I was assured that at least the classroom block and one staff house will be completed by May. They already have some experienced bricklayers in the local community.

Earlier, we had discussed the new projects in the district i.e Chaanga Day Secondary and Lusitu Basic Schools. During our discussions with the Social Secretary and an official from the District Education Officer's office, we concluded that the PTAs should be formed at the schools and bank accounts opened as soon as possible. At least the one signatory must be from either the District Council or the local council of Education. These PTAs will be formed with the supervision of the District Executive Secretary.

In the evening, we visited Chikuni Primary School where the classroom block has been erected, but it has no roof and no window and door frames. Window frames have been bought and some roofing nails have also been bought, although they are

not enough. The PTA secretary asked if some roofing nails could be bought by our office so that the costs are lowered a bit.

On the last day of our tour we were meant to visit the communal diptanks and crushpens in Mazabuka. We found the District Executive Secretary and his other officials in a meeting and no arrangements were made to give us someone to accompany us. Instead the social secretary only gave me a report about the progress on the projects. The report is however outdated because it was written in December. The Social Secretary however said that the projects would be completed by July, 1988.

CONCLUSIONS:

FROM THE OBSERVATIONS MADE ON MY TOUR, I can conclude that most of the projects can be completed before July if only a little effort can be made by the local communities with the help of the District Councils concerned. It is also apparent that some projects need to be monitored more closely if any progress is to be made.

RECOMMENDATIONS:

I would recommend that:-

- a) the projects which are doing well should be allocated with slightly more money in order to quicken the pace of the work.
- b) Project committees should be encouraged to come and get some materials from the coordinator's house.
- c) those projects which seem to be static should be warned to pull up their socks otherwise their projects would not receive further assistance.
- d) the projects should be told to stick to the estimated duration of the projects ie not more than 12 months.
- e) all projects proposals should be submitted through the PPUs or the District Councils in order to avoid any delays in the project implementation once the projects have been approved.
- f) all projects must submit progress reports every after three months in order to make our project monitoring a bit easy.

- g) Projects should be visited every after two-three months so that we can be kept abreast with the project progress.
- h) In view of the increasing costs of building materials, a higher contingency percentage should be used eg. 20-30% especially for those projects in remote areas.

All in all the tour was a successful one and it is hoped that a lot of progress will be made in the next three-four months.

BENNY ESAU LIONDE ZULU
ASSISTANT PROJECT CO-ORDINATOR

EEC MICROPROJECTS PROGRAMME

A BRIEF REPORT OF THE TOUR OF ON-GOING MICROPROJECTS
IN THE EASTERN PROVINCE UNDERTAKEN FROM THE 13TH TO
THE 17TH of MARCH 1988.

COMPILED BY
BENNY E. L. ZULU.

NCDF/101/2/27

19TH MARCH 1988

INTRODUCTION

The EEC Microprojects Programme is funding the following projects in the Eastern Province:

<u>Project No.</u>	<u>Project Title</u>	<u>Project Status</u>
11	Chivunga Self-Help Primary School.	On going
12	Mtumbatwa Self-Help Primary School.	on going
13.	Mingoza Self Help Primary Sch	on going
14	Kangambwa Self-help Primary School	on going
15	Mwase Dam and Mwase Kapichila road Drift	on going
24	Katete Community Tree Planting Scheme	Ccompleted
30	Matonga Self-Help Primary Sch,	on going
33.	Namseche Bridge	on going
46	Kakwiya Rural Health Centre Extension	on going
48	Nyampondolo Self-Help Primary School/Clinic extension	on going

The tour was aimed at inspecting the projects and so that progress on the projects can be noted and problems on the implementation of the projects would be sorted out. The tour was also aimed at encouraging the local communities to complete their projects before June when the Micro-projects Programme under Lome II comes to an end.

OBSERVATIONS

On Monday morning the 14th March, we drove to Lundazi from Chipata and toured the project in the district, namely the Mwase Dam and the Mwase-Kapichila Road. The drift on the Kapichila Road was completed and seems to be quite strong. The drift on the Mwase dam is almost complete, two pillars have been erected and these have held back the water so that

now the bridge can be safely crossed. One more main wall is left and work on this wall would begin on Tuesday the 15th of March 1988. However, work on the road has not yet started, but it is hoped that work would start in April this year when the second allocation is given. Even if the work hasn't started on the upgrading of the Mwese-Kapichila Road, once work starts it can be completed by June or July. The council was advised to pull all its resources to ensure that the project is completed before the deadline.

In the afternoon I had a meeting with the District Council (there was a full council meeting going on when I arrived) and I was assured that the council was doing everything possible to complete the project. They also informed me of project proposals which were sent to the PPU but up to now have not been received by this office.

On Tuesday morning, I had a meeting with the Chief Regional Planner in Chipata where we discussed a few other issues including the monitoring of the on-going EEC funded Microprojects and the mode of new project presentation. He (Mr Njobvu) assured me of their support although the PPU is hit by a staff shortage.

I later went to see the officials from the District Council over Namseche Bridge Project. We went to visit the project site with the Development Secretary. No work on the project site has been done yet although cement has already been bought and the culverts have been made. They were waiting for transport to take the culverts to the project site. It was felt that since this was a minor project it would be completed before May or June. A total of 12 culverts will be used and only a slight expansion of the present bridge will be done.

On our way to Petauke, we stopped in Katete to see the completed project, namely the Katete Community Tree Planting Project, but unfortunately, there was no one to take us around from the Forestry Department. We waited for almost forty minutes and later drove to Petauke without seeing the project. It looks like we shall just have to depend

In the late afternoon, we went to see the Development Secretary of the Petauke District Council.

The Development Secretary arranged for a meeting for me with the District Education Officer and the District Health Inspector. With the two officials, we mapped out the programme for visiting the seven projects in the District.

On Wednesday morning, we went on a warathon tour and we started with Chivunga Primary School. The Classroom block has been built and one classroom is in occupation. The other classroom was to be plastered in the afternoon. One teacher's house is built up to roof level but it has not got a concrete floor, no windows and door frames and no roof. I told the Headteacher that they are expected to complete the project before June because its estimated duration is already over.

At Kangambwa Primary School, A 1 x 2 classroom block has been built and only needs to be plastered and painted. However, the roof angle is very narrow and it almost looks like a flat roof! Plans are underway to raise the roof a bit. Four staff houses have been built and three of them are in occupation the fourth one was being plastered when we visited the school. The roofing planks were being eaten by ants and the District Inspector of schools promised to provide some ant killers (chemicals). The houses lack locks which have been requested for from this office. A 1 x 4 toilet block has been built and is in use. Two toilets/ Shower rooms have been built for the two staff houses and the other two will be built before the end of this month.

It was good to note that most of the work on the project is done by the pupils with the supervision of their Practical Subject teacher, who is a lady!

The project at Mtua-batwa Primary school is progressing very slowly. However the classroom block has been built and is plastered inside only.

The roof wasn't properly put such that the ridges do not fit. It was suggested that the block should be re-roofed. One staff house has been built and only needs plastering outside. A toilet/bathroom block has been built, but it has a single door. It was suggested that the block should have two doors; one for toilet and the other for the bathroom. The other staff houses is at foundation level. The PTA secretary was told that the project is expected to be completed by June otherwise no more financial assistance will be given to the school. The Secretary said that he was hopeful that the project will be completed before the dead line because most of the materials have been secured already.

From Mtumbatwa, we proceeded to Mingoza Primary School. This project is completed except for some glass panes for seven windows. The three staff houses have been built and they only need some air-vents. All the buildings are in use and will be painted as soon as more money (last allocation) is released. They requested us to give them their balance of K5,800-00.

We arrived at Nyarondolo at lunch time and we found a leadership Seminar going on. We had lunch with the local leaders and then proceeded to inspect the work done. Two houses have been erected and they are in use. They only need plastering and painting. Some air-vents also need to be fitted. The 1 x 3 classroom block is in use and we found the people busy plastering the walls. Window and door frames are also required. The foundation for the 1 x 2 classroom block has already been dug and after seeing the effort done by the local community on the project, I was left with little doubt that the project will be completed on schedule. I should say that there is very good workmanship on the two houses built so far. The District Health Inspector told me that, the clinic will soon be operational.

Our last but one project to visit was Matonga Primary School. At this school, one staff house is almost complete and only needs painting and glass panes. The 1 x 2 classroom block is half roofed. The quality of roofing is

simply marvelous. Further progress has been hampered by lack of roofing sheets. The money has already been paid for the roofing sheets which are out of stock in Petauke. I was told that the other staff house, will be built in April/May and the project is expected to be completed by then.

The last project we visited was Kakwiya Rural Health Centre. We arrived at the Health Centre at about 16.25 hours, but we didn't find any of the committee members. However, we looked at the extension but noted that it

did not conform to the standards of an LCI Clinic. The District Health Inspector told me that his office wasn't consulted. I asked the Project Committee to meet with the District Health Inspector on the 24th March 1988. The minutes of that meeting will be forwarded to this office in due course.

CONCLUSIONS.

From the tour of the province, I can conclude that almost all the projects could be completed by June. Some of the project committees need to be pushed a bit if progress is to be made.

RECOMMENDATIONS:

From the observations made on the tour, I would recommend that:

- i) District Councils should be told to help our projects very much otherwise further help to negligent councils will be stopped.
- ii) The District Councils should arrange transport to pick up some of the materials at the Co-ordinator's house if they can't buy them in their respective districts.
- iii) Projects which are left with little amounts of money as their last allocation, should be given the money early so that they can given complete their projects in time.
- iv) Projects must be approved by the local councils before construction work can be in an order to avoid cases like that at Kakwiya where improper structures were built.

There is need for this office to intensify the efforts in monitoring and evaluating the on-going projects ^{so that they} can be implemented more effectively and on schedule.

Benny Esau Lionde Zulu
EEC VI PROGRAMS COORDINATOR