



INTERNATIONAL LABOUR ORGANIZATION (ILO)

MULTI-BILATERAL PROGRAMME OF TECHNICAL COOPERATION

**ILO-IA PP Zambia Six Monthly PROGRESS REPORT 2007 (January 1-
June 30, 2007)**

Project Number: INT/04/65M/IRL

Project Title: ILO-IA Partnership Programme

Period Covered: January-June, 2007

Start Date: January 2007

End Date: June 2007

(Evaluation Date):

Implemented by: ILO-Irish Aid Partnership Programme-Lusaka, Zambia

Donor: Irish Aid

1.0 Introduction

This progress report covers the activities that were implemented by the ILO-Irish Aid Partnership Programme-Zambia during the period of six (6) months starting 1st January to 30 June 2007

2.0 Work done

During the period under review, a number of activities which directly contributed to the 6 Programme objectives were implemented.

Highlights of the programme activities implemented during the reporting period are presented under the 6 programme objectives as follows:

Immediate Objective 1:

Women entrepreneurs, including entrepreneurs with disabilities, women affected by HIV/AIDS, and laid-off women workers, have increased **access to a more equitable business environment** as well as **Business Development Services** (BDS), including basic Business Skills (BBS) and Improve Your Business (IYB) training.

The following activities that contribute directly and indirectly to the achievement of the above objective were carried out:

- The programme provided technical support, materials and stationary to Community for Human Development (CHD) which is one of the NGOs working with the programme to conduct two (2) training programmes in GET Ahead. One training programme had 25 women entrepreneurs involved in various types of businesses and the second training programme had 30 women entrepreneurs involved in various types of businesses.
- The NPC made vigorous follow ups on the GET Ahead trainers so that they can implement their action plans. This was in line with the action plan for the Zambia NPC during the regional training of trainers.

As a result of the follow ups made, the following GET Ahead training programmes were planned to be implemented during the period of July-September 2007 with the technical and financial support from the Programme:

- (i) Zambia Federation of Associations for Women in Business (ZFAWIB) to train 25 WEs with and without disabilities and those living with HIV and AIDS in Ndola, Copperbelt province,
- (ii) Women Entrepreneurs Development Association of Zambia (WEDAZ) to train 25 WEs with and without disabilities and those living with HIV and AIDS in Nyimba and Petauke, Eastern province,
- (iii) Concept for Informal Small Entrepreneurs Promotion (CISEP) to train 25 WEs with and without disabilities and those living with HIV and AIDS in Lusitu, Southern province
- (iv) Zambia Agency for Persons with Disabilities (ZAPD) to train 25 WEs with and without disabilities and those living with HIV and AIDS in Ndola, Copperbelt

province, 25 in Kasama, Northern province and 25 in Livingstone, Southern province.

- In January 2007, the NPC participated in the COMESA/IFC Training of Trainers in the SME Tool Kit for training MSMEs in Business management online.

Immediate Objective 2:

Women entrepreneurs, including entrepreneurs with disabilities, women affected by HIV/AIDS and laid-off women workers, have increased **access to financing and related support services**, including micro-finance, savings and credit services.

- The programme has continued encouraging women associations, NGOs and support organisations to WEs that participate in programme activities to continue providing referrals and linkages for WEs to access micro finance and financial services from Micro Finance Institutions (MFIs) and financial institutions.
- The programme is reminding and encouraging WEs and WEAs to re-activate some of the traditional methods of lending such as WEs organising themselves into small groups of 3-5 and start giving each other an agreed upon amount of money on rotational basis in order to supplement their capital to buy raw materials and small tools for their businesses. This kind of traditional lending system is popularly known as “**Chilimba**”. This system is friendly to WEs because rules are made by the members of the group, there is no interest on amount accessed, it can rotate quickly to each member of the group weekly, bi-weekly or monthly or as agreed upon by the members and members of the group monitor each other to ensure that funds accessed are used for the intended purpose. Members of the group assist each other in so many other ways. Some of the WEs are already using this traditional lending scheme.
- WEAs are encouraged to consider starting their own credit schemes from which members can access small loans and
- As a result of continued networking and close collaboration with the partner organisation, GIDD under the Ministry of Gender and Women in Development, the ILO-IA PP is one of the programmes that are consulted where need be in GIDD’s efforts to establish a fund for women.

Immediate Objective 3

Women entrepreneurs, including entrepreneurs with disabilities, women affected by HIV/AIDS and laid-off women workers, have increased **market access and access to marketing assistance**.

- In June 2007, 27 WEs who are members of ZFAWIB, Ndola Copperbelt Chapter involved in various types of businesses were trained in IYES. The purpose of the training was to prepare them to participate in the Zambia International Trade Fair (ZITF) which took place from 27 June-3 July 2007.
- Out of the 27 WEs trained in IYES, 22 WEs participated in the ZITF where they were able to sell some of their products and also provided various types of services. The WEs were also able to meet some potential clients. The stand used by the WEs during the ZITF was paid for by GIDD. The two (2) IYES trainers and the NPC

who provided the training were also at the ZITF to provide on spot guidance and support to WEs, to ensure that WEs were provided with the relevant forms/records for use during the ZITF. Both WEs and the facilitators had interesting experiences and lessons learnt during the ZITF.

The day after the ZITF, the NPC and IYES trainers guided the WEs to evaluate the ZITF and to prepare simple action plans for the purpose of following their potential clients. All the WEs hope to participate in future ZITF, District, provincial and National Agricultural shows.

- From February-May 2007, the NPC participated in the preparatory meetings for the Canadian Access programme for training women exporters and
- In June 2007, the NPC participated in the Canadian Access Programme Training of Trainers for training women exporters.

Immediate Objective 4:

Women entrepreneurs, including entrepreneurs with disabilities, women affected by HIV/AIDS and laid-off women workers, have increased **access to both formal and non-formal technical and vocational skills training opportunities**.

- The ILO-IA PP through ZAPD provided technical guidance to Zambia Federation of the Disabled (ZAFOD) to plan and prepare to conduct three (3) training programmes in tailoring to 25 WEWD in Choma, Southern province, 25 WEWD in Livingstone, Southern province and 25 WEWD in Mazabuka, Southern province from August-October 2007.

Immediate Objective 5:

Representative associations of women entrepreneurs and persons with disabilities in Zambia have **increased capacity to provide voice, support and enterprise development services** to their members.

- Preparations for the celebrations of “The Month of the Woman Entrepreneur” (MOWE) for September 2007 started. The MOWE will again be coordinated by ZFAWIB and financed by the ILO-IA PP, WEAs and support organizations such as ZCTU, MCDSS, MCTI and CELTEL. The main objectives of the MOWE in September 2007 will still be:
 - To lobby the government and private sector for support for the needs and concerns of WEs,
 - To provide WEs the interact and share experiences,
 - To widely promote the role of women's entrepreneurship development by recognizing the potentials and achievements of women entrepreneurs including those with disabilities in generating employment and incomes,
 - To renew the commitment of all concerned stakeholders towards the promotion of women's entrepreneurship development in Zambia and
 - To disseminate information and exchange good practices in the areas of WED and raise critical issues affecting WEs including those with disabilities

for the attention of policy makers and other relevant stakeholders.

- One Programme Advisory Committee (PAC) meeting for Programme monitoring and evaluation was held in Lusaka at Fairview Hotel. Only some partners were consistent in attending the meetings to discuss the Programme's performance. The second PAC meeting was supposed to be held on 30 June 2007. Reason for postponing the PAC meeting was that some of the PAC members would not be available. The meeting was postponed to July 2007. The third PAC meeting will be held in September 2007.
- Vigorous follow ups were also made on the phase 1 participants for the Training for Transformation training that was done in 2006. The purpose of the follow ups was to ensure that participants implemented their action plans that they prepared during phase I of the training. It was also aimed at providing guidance and technical support to the participants during the implementation of their action plans. As a result of the follow ups, the following training programmes were implemented by institutional partners using various topics for the Training for Transformation tool:
 - (i) CHD trained 130 (81 female and 49 male) participants in Mumbwa, Central Province and Kabwe, Central province, 20 of the participants had disabilities. The training was on creating awareness on Training for Transformation, leadership skills, the river code, the rat, animal behavior, the liberator code, communication skills and the listening exercise.
 - (ii) Zambia National Federation of the Blind trained 50 (32 female and 18 male) participants and all had disabilities. The participants were also encouraged to start some income generating activities in tailoring involving 20 female participants and poultry involving 10 (4 female and 6 male) participants. The tailoring project involved 10 who are physically challenged, 5 deaf and 5 with visual impairment. The poultry project involved 3 deaf, 1 with visual impairment, and 6 who are physically challenged. The training was on community building and leadership and how they can ensure sustainability of project activities beyond donor support,
 - (iii) CISEP trained 15 (9 female and 6 male) in lobbying and advocacy using the river code,
 - (iv) Zambia Development Agency (ZDA) trained 35 (16 female and 19 male) Micro and Small Entrepreneurs (MSEs) in Chililabombwe, Chingola and Kitwe in Copperbelt province. The training was on River of my life, Mountain of Awareness, the rat, Cooperative square, Listening exercise, Leadership skills, Animal Behavior, and Communication skills.
 - (v) Zambia Federation of Associations of Women In Business (ZFAWIB) in Kabwe, Central province trained 138 (82 female and 56 male) participants. One participant had a physical disability. Topics covered were Mountain of Awareness, Leadership skills, the Rat, Liberator Code, River code, Animal Behavior, and the Cooperative square. ZFAWIB, Lusaka trained 25 (15 female and 10 male) participants. The topic covered were the Pride of who I am.
 - (vi) Zambia Congress of Trade Unions (ZCTU) trained 15 (3 female

- and 12 male) Heads of Departments on Leadership skills and Communication skills.
- (vii) Ministry of Labour and Social Security (MLSS) trained 15 (7 female and 8 male) staff members from the ministry. The topics covered were the Animal Behavior and the Liberator code.
 - (viii) Zambia Chamber of Small and Medium Business Associations (ZCSMBA) trained 131 (39 female and 92 male) participants in Leadership skills and River code.
 - (ix) Zambia Agency for Persons with Disabilities (ZAPD) in Lusaka trained 42 (all female) in Leadership skills and River of my life. 6 participants had hearing impairment, 5 were totally visually impaired, 9 were physically challenged, 2 were partial visually impaired and 20 had no disabilities. ZAPD Kangonga Centre for the Blind, Ndola Copperbelt province trained 49 (all female) participants in Leadership skills. 20 were blind, 9 were physically challenged, 15 without disabilities, 4 were partially sighted and 1 was deaf.

Immediate Objective 6:

Federal and regional governments, and member associations have **increased capacity to promote**, individually and collaboratively, the employability and employment and self-employment of persons with disabilities through **effective legislation, policies and programmes**

- As a result of the technical and financial support provided by the Programme to ZAPD for the review of the Disability Act, ILO-IA PP Zambia contributed to the submission made by ILO and ILO-IA PP to the committee on Health and Social service at National Assembly/Parliament. Thereafter, the ILO Director for Lusaka office and the NPC for ILO-IA PP appeared before the committee.

ILO-IA PP will provide technical and financial support to ZAPD for the review of the National policy which will be done in September 2007.

3.0 Lessons Learnt, Impact and constraints faced by implementers of the activities:

(i) Lessons learnt

- IYES training continued being popular among WEs as it gave them an opportunity to participate in trade shows where they are able to meet potential clients and also sell their products and services,
- WEs are willing to pay for services that they think will benefit them especially to get their products and services sold,
- WEs outside the capital city Lusaka are very interested to participate in various training programmes in order for them to access skills that can assist them to be successful business women and be able to grow their businesses. This was exhibited by the interest shown by WEs in Ndola, Copperbelt province, Nyimba and Petauke in Eastern province. More than the number 25 required for one training programme usually come to participate. They never talk of/demand for money.

- Participants' attitude of wanting a lot of money in order for them to implement action plans even those that do not need a lot of money. For example, implementation of training for Transformation action plans using the Training for Transformation tool. Training for Transformation topics can be included in any training programmes that their associations/organizations implement without organizing training programmes specifically on Training for Transformation but a number of the participants wanted to be given money for implementing their action plans.
- GET Ahead training keeps both participants and facilitators busy with various exercises relevant to real situations of women in business and therefore keeps participants motivated and involved through out the training. The participants appreciate the experiential learning.

(ii) Impact

- Participants said that the skills that they acquire in both IYES and GET Ahead are very useful and important for the growth of their businesses and their being successful business women.
- Some WEAs, DPOs and government organizations such as MCDSS, ZAPD, MCTI, GIDD and others that provide BDS to WEs appreciates ILO's support to WEs.

4.0 Support provided to institutional partners by ILO – IA PP

WEAs, NGOs such as CHD, support organizations to WEs such as GIDD, MCDSS, MLSS and ZCTU, ZAPD and DPOs: Skills provision in BDS, Training for Transformation and GET Ahead to their members and affiliates, financial and technical support, information and guidance,

5. 0 Problems/constraints faced by ILO-IA PP

(i) None attendance by some organizations at PAC meetings continued.

Planned solution: The Advisory committee will be re-organized under phase 3. Fresh invitations to be sent to all the institutional partners for them to make fresh appointments.

(ii) Non- replacement of some PAC members by their organizations e.g MCTI, MLSS, MCDSS, and FFTUZ.

Planned solution: To be resolved under phase 3.

(iii) Some participants and organizations not implementing what they were taught.

Planned solution: Programme to continue follow ups and encouragement.

(iv) Lack of support by some organizations to their participants to enable them implement what they were taught.

Planned solution: Provide information on activities and encouragement to organizations to support their participants.

(v) Dependency syndrome that still exists among organizations and WEs.

Planned solution: Continue giving information on approach of cost sharing basis and sustainability.

6.0 Follow-up actions and lessons learned by ILO-IA PP

- Partner organisations willing to take over some activities for the Programme like Celebrations of the Month of the Woman Entrepreneur. ZFAWIB wrote to the office of the Director, ILO Lusaka office asking to be considered to coordinate the

- MOWE again in September 2007.
- Importance of collaboration and networking among Programme countries for the benefit of the target group

7.0 The project in perspective

The ILO-Irish Aid Partnership Programme-Zambia has linkages with the following ILO projects:

- **IPEC and IPEC HIV/AIDS** in coming up with a referral system for women and young people that participate in the IPEC project in Luapula and Northern provinces. Linkages provided by the Programme between ZFAWIB and ILO IPEC for training of ILO *PEC groups in GET Ahead*,
- **BDS Zambia** will assist in coming up with a criteria for selecting and choosing WEs for the awards during the Awards dinner night for the celebrations of the MOWE. BDS Zambia will also assist in the identification of private sector organizations that can be invited for the Knowledge Sharing Day during the celebrations of the MOWE.
- **ILO HIV/AIDS** at work places in accessing materials on HIV/AIDS and MSMEs and presentations during workshops, meetings etc. and
- **Individual WEs and groups** that visit the NPC's office by referring them to relevant WEAs and support organizations and providing advice and guidance when ever need be.

8.0 Conclusion

During the period under review, the Programme received support from the stakeholders in the implementation of the activities. Close collaboration and guidance from the Chief Technical Advisor, SKILLS and the ILO Director and staff of ILO Area office continued providing the support to the Programme.

Annex 1:

Statistics on the number of people that participated in the different support activities of the ILO-Irish Aid Partnership Programme (January-June 2007)

No.	Title of event/activity	Place	Number of People involved			
			WEWD	Female	Male	Total
1	Follow ups on Training for Transformation 2006 participants for the implementation of the action plans prepared during phase 1	Kabwe,Kitwe, Livingstone, Lusaka, Mumbwa and Petauke		22	5	27
2	Follow ups on GET Ahead trainers for the implementation of the action plans prepared during the 2006 regional Training of Trainers	Kabwe, Kitwe, Lusaka and Solwezi,	1	14	6	20
3	Training for Transformation by ZNFB to 32 persons with disabilities (14 deaf, 25 with physical disabilities and 11 with visual impairment)	Livingstone, Southern province	32	32	18	50
4	Training for Transformation by CISEP	Lusaka	-	9	6	15
5	Training for Transformation by ZDA	Chililabombwe, Chingola and Kitwe, Copperbelt province	-	16	19	35
6	Training for Transformation by ZFAWIB	Kabwe, Central province	-	15	10	25
7	First PAC meeting	Lusaka	-	6	4	10
8	Training for Transformation by	Kitwe,	-	3	12	15

No.	Title of event/activity	Place	Number of People involved			
			WEWD	Female	Male	Total
	ZCTU	Copperbelt province				
9	Training for Transformation by CHD (20 with disabilities-15 had physical disabilities, and 5 blind)	Kabwe and Mumbwa, Central province	20	81	49	130
10	Training for Transformation by MLLSS	Lusaka	-	7	8	15
11	IYES training for ZFAWIB	Ndola, Copperbelt province	-	27	-	27
12	Participation in the Zambia International Trade Fair (ZITF)	Ndola, Copperbelt province	-	22	-	22
13	IYES training for WEDAZ members	Nyimba, Eastern province	-	23	-	23
14	GET Ahead training for CHD members	Lusaka	-	55	-	55
15	IYES training for WEDAZ members	Petauke, Eastern province	-1	21	-	21
16	Training for Transformation by ZCSMBA		-	39	92	131
17	Training for Transformation by ZAPD (22 had disabilities-6 deaf, 7 blind, 9 had physical disabilities and 20 without disabilities)	Lusaka	22	42	-	42
18	Training for Transformation by ZAPD at Kangonga Centre for the Blind (20 blind, 9 with physical disabilities, 1 deaf, 4	Ndola, Copperbelt province	34	49	-	49

No.	Title of event/activity	Place	Number of People involved			
			WEWD	Female	Male	Total
	partially sighted and 15 without disabilities)					
	Total		110	483	229	712
	Percentage		15.5%	67.8%	32.2%	100%

Annex 2: EPA EXPENDITURE AND BALANCES FRO THE ILO – IRISH AID PARTNERSHIP PROGRAMME – ZAMBIA

For the period of January 2007 – June 2007

Country: Zambia

EPA No	Description/ Purpose	Status of activity	Commi- tment No	Object code	Amount	Utilised	Balance
6974838 9	Salary for NPC	Ongoing	98836	1717	26,535	19,815	6,720
6974856 4	Salary for NPC	Ongoing	98947	1717	13,670	9,905	3,765
6974849 2	Salary for Finance and Admin. Assistant	Ongoing	98874	1802	6,795	2,491	4,304
6974856 3	Salary for Finance and Admin. Assistant	Ongoing	98946	1802	3,890	328	3,562
	Program Advisory Committee meetings	Implemented	90444	8201	269.88	269.88	0
	Training on how to manage Business and work	Implemented	92556	8201	214.70	214.70	0
	Payments to IYES trainers	Implemented	93935	8201	445.05	445.05	0
EPA No	Description/ Purpose	Status of activity	Commi- tment No	Object code	Amount	Utilised	Balance
	For 2006						
6974094 9	ZAPD Service contract	Being implemented now	94945	3501	3,845.54	3,845.54	0
6974095 0	ZAPD Service contract	Being implemented	94946	3501	5,000	5,000	00

		now					
	International Women's Day celebrations and 2006 WED trainers' fees	Implemented	96794	3501	3,408.41	3,408.41	0
		Implemented	96826	8201	1,693	1,693	0
	ZAPD/ZAFOD sub contract	Pending	96901	3501	15,000	0	15,000
	Stationary and photocopying documents for the International Women's Day celebrations	Implemented	97619	8201	362	362	0
	Preparatory meeting for the Disability Inclusion workshop	Implemented	98023	8201	1,619.15	960	659
	IYES training for ZFAWIB Ndola	Implemented	98109	4908	3,132	3,132	0
	Professional	Implemented	98112	1717	1,121	1,121	0
EPA No	Description/ Purpose	Status of activity	Commi- tment No	Object code	Amount	Utilised	Balance
	fees for Consultant for the MOWE Guide and report						
	Staff Development-IT training for NPC	Implemented	98229	8202	133.08	133	.08
6974715 5	NPC travel to oversee programme activities	Implemented	98230	2304	5,021.09	5,021	.09
	PAC meetings	Implemented	98247	8201	1,645	1,645	0
	Stationary and miscellaneous	Implemented	98252	4909	2,733.52	2,733	.52
	DHL for shipping photos by FEDOMA from Blantyre to Lusaka	Implemented	98518	4909	60	60	0
0975298 4	GET Ahead training	On going	83178	8201	16,462	6,500	9,962
6975317 9	GET Ahead training	On going	83248	8201	7,700	0	7,700

Annex 3: Acronyms and Abbreviations

BDS	-	Business Development Services
CHD	-	Community for Human Development
CISEP	-	Concept for Informal Sector Entrepreneurship Promotion
DPOs	-	Disabled Persons' Organizations
FFTUZ	-	Federation of Free Trade Unions of Zambia
GET Ahead	-	Gender & Entrepreneurship Together Ahead
GIDD	-	Gender in Development Division
ILO	-	International Labour Organization
ILO-IA PP	-	International Labour Organization-Irish Aid Development Partnership Programme
IYES	-	Improve Your Exhibiting Skills
MCDSS	-	Ministry of Community Development and Social Services
MCTI	-	Ministry of Commerce, Trade and Industry
MFIs	-	Micro Finance Institutions of Zambia
MLSS	-	Ministry of Labour and Social Services
MOWE	-	Month of the Woman Entrepreneur
MSMEs	-	Micro, Small and Medium Entrepreneurs
NPC	-	National Programme Coordinator
PAC	-	Programme Advisory Committee
RTA	-	Regional Technical Advisor
WEAs	-	Women Entrepreneurs' Associations
WEDAZ	-	Women Entrepreneurs Development Association of Zambia
WEDGE	-	Women Entrepreneurship Development and Gender Equality
WEs	-	Women Entrepreneurs
WEWD	-	Women Entrepreneurs with Disabilities
ZCTU	-	Zambia Congress of Trade Unions
ZCSMBA	-	Zambia Chamber of Small and Medium Business Associations
ZDA	-	Zambia Development Agency
ZFE	-	Zambia Federation of Employers
ZITF	-	Zambia International Trade Fair