

## **A Message from the National Coordinator**

On behalf of all of us at the Zambia EITI Secretariat, I am pleased to present the 2013 ZEITI Annual Report outlining our activities during 2013.

As many of you know, we have been quite busy this year: in addition to the continuing reporting on minerals-related payments between companies and the Government, we have renewed our commitment to conveying this information (and its implications) to the public at large in a meaningful way, across the country. At the same time, new reporting standards have been adopted which will improve the quality and context of our reporting in years to come, and we have been busy laying the groundwork for these new demands.

Since the beginning of my involvement in ZEITI in 2009, I've often been asked by my colleagues in Government and the private sector, "When is EITI going to finish its task here in Zambia? When will we finally be 'transparent'?" My response to this question is that the EITI process in Zambia doesn't have a simple "destination" per se; rather it's a continuing process upward. Because beyond the yearly reports of payments and receipts is a more profound goal: to ensure that Zambia's citizens are informed and well-equipped to participate in the on-going dialogue over our nation's natural resources. Achieving this takes diligence, a good team, and a supportive relationship with all stakeholders: the Government, the private sector, and civil society as well.

It is my hope that this report demonstrates the breadth and quality of our work over the past year, and I'm proud to continue being a part of this pioneering effort in Zambia.

Best wishes,

Siforiano S. Banda

**National Coordinator, Zambia EITI**

## **INTRODUCTION**

Since joining EITI in 2009, Zambia has continued on the path of fostering transparency and accountability in the extractive sector. The ZEITI Secretariat and ZEC have tirelessly worked towards implementing activities that work towards achieving EITI principles.

### **1. GENERAL ASSEMENT OF 2013 PERFORMANCE**

The following activities were undertaken by the ZEITI Secretariat during 2013:

#### *I. Efficient Functioning of the ZEITI Secretariat*

During the year under review, we managed to expand the Secretariat team through the recruitment of a Communications Officer and Project Accountant. The position of Project Secretary remains vacant for the time being.

#### *II. Capacity Building for Stakeholders, ZEC and the Secretariat*

In September, the ZEC participated in a team retreat at the Radisson Blu Hotel in Lusaka for the purposes of acquainting itself with the new EITI Standard. The main objective of the retreat was to inform the relevant stakeholders (mining companies, Government agencies, and civil society groups) about the new reporting requirements under the Standard, as well as the discussion of post-compliance activities for ZEITI. ZEITI staff also attended various individual courses in their areas of specialisation. These short courses were in the areas finance, communications, and procurement.

#### *III. Scoping Study and Production of the 2010 EITI Reconciliation Report*

This activity was originally slated to take place in 2012, but delays in procurement pushed the development of the 2010 Report into 2013. The ZEITI Secretariat and ZEC engaged the services of Hart Nurse Ltd, a British accounting firm with an established track record of producing EITI reconciliation services. The scoping study and reconciliation report were concluded in February 2013, and widely disseminated throughout Zambia, both in print and online.

#### *IV. Dissemination of the 2010 Report*

The ZEITI Secretariat staff undertook two large dissemination workshops in 2013, which were carried out in Solwezi and Kitwe, two of the most intensive mining

regions of Zambia. These events focused on translating the numbers-focused report into meaningful conclusions, and addressing any concerns raised by attendees from civil society and mining companies.

V. *Scoping Study and Production of the 2011 EITI Reconciliation Report*

This activity was undertaken on the heels of the 2010 Report, in keeping with reporting deadlines set by the International EITI Secretariat. The work was contracted to Moore Stephens, another British firm with experience in EITI-related work. As of December 2013, the work was on going and the final report and dissemination activities are on-going in early 2014.

VI. *Development of Draft EITI Bill*

Until now, the EITI process in Zambia has been conducted on an ad hoc basis – the ZEITI Secretariat has been working closely with mining companies and Government agencies on producing accurate data, yet it remains a voluntary initiative on the part of both sides. This year, the ZEC concluded that the EITI process can and should be formalized in Zambia, vis-à-vis a legal instrument requiring the timely cooperation and reporting by companies and Government agencies.

The development of the Draft EITI Bill required significant resources on the part of the ZEITI Secretariat, which coordinated and oversaw the development of a legal audit report, the draft Bill text and an explanatory report. These efforts have formed the basis for continued dialogue within the ZEC, and amendments to the Draft Bill continuing into 2014.

## 2. ASSESSMENT OF PERFORMANCE AGAINST TARGETS AND ACTIVITIES SET OUT IN THE WORKPLAN

I. *Efficient functioning of the ZEITI Secretariat*

**Target:** recruit communications officer, project accountant and project Secretary not recruited

During the year under review, the ZEITI recruited the communications officer and the project accountant. The project secretary was not recruited as the salary that was being offered could not attract any competent secretary to apply. In view of this, the government seconded a secretary to the ZEITI secretariat to fill up the position of secretary. The ZEITI is yet to determine if this is a long term solution to the position of the secretary.

## *II. Capacity building for stakeholders, ZEC and Secretariat*

During the year under review, the ZEITI organized a retreat for the ZEC on the new EITI Standard. The main objective of the retreat was to inform the stakeholders (government, mining companies, civil society, and donors) about the new EITI Standard. The retreat also discussed the post-compliance activities for the Zambia EITI.

The ZEITI staff also attended various individual courses in their areas of specialisation. These short courses were in the areas finance, communications, and procurement.

## *III. Undertake scoping study and produce 2010 Reconciliation Report*

**Target:** Produced 2010 EITI report

During the year under, the ZEITI produced the 2010 Reconciliation report with financial support from the World Bank. The report was produced by the Hart Nurse consultants. The 2010 report was launched in February 2013. The report was supposed to be launched at the end of December 2012. However due to delays in the disbursement of the MDTFII financial support from the World Bank, the ZEITI only managed to disseminate the report towards the end of the year. The report was disseminated in Solwezi and Kitwe which are the two key mining towns in Zambia.

## *IV. Dissemination of 2010 ZEITI Reconciliation Report*

**Target:** Disseminate the 2010 ZEITI report

During the year under review, the dissemination of the 2010 report was done. The dissemination involved the hosting of community workshops and radio interviews in Solwezi and Kitwe. A total of 120 participants attended the workshop in both towns. The radio programmes were conducted in both English and the local languages.

The key issues that were raised by participants in Solwezi concerned the lack of tangible benefits the mining companies are bringing to the area. Notably, the lack of a proper road network in Solwezi and the intangible contribution of the mining companies towards the Corporate Social Responsibility (CSR) was a source of concern. The participants in Solwezi implored the mining companies to develop Solwezi to the level of Copperbelt towns which are well planned with proper sanitation.

In Kitwe, the participants raised issues on lack of safety precautions at most Chinese mines. They implored government to follow up on this issue so that workers have safe

working environments. Further, the participants urged the government to address the issue of labour casualization at most mines.

The meeting was attended by representatives from the government, middle managers from the mining companies and civil society organisations (**Photos of the dissemination workshop are attached as annex A**).

Further, the ZEITI also participated in the various national events organised by the Ministry of Mines, Energy and Water Development such as the Zambia International Mining and Energy conference (ZIMEC), the ZAMINEX show in Kitwe and the Trade Fair in Ndola. These events enabled the ZEITI to share the 2010 EITI report and to generally share the works of the ZEITI with stakeholders and the public. These events also enabled the ZEITI to collaborate with other agencies within the Ministry of Mines, Energy and Water Development in disseminating information to the public.

However, the ZEITI could not publish the 2010 Report in newspapers and other media due to the late disbursement of funds from the World Bank MDTFII.

Finally, the ZEITI Secretariat engaged Office of the Auditor General to follow up on discrepancies of 2009 and 2010 Reports. A report on the follow up of discrepancies has been prepared by the Office of the Auditor General.

V. *Produce 2011 scoping Report and a Reconciliation Report*

**Target:** produce the 2011 EITI report.

During the year under review, the ZEITI produced the 2011 EITI report. This was despite the delay by some mining companies to fill the templates and certify them.

VI. *Dissemination of 2011 ZEITI Reconciliation Report*

**Target:** Disseminate the 2011 ZEITI report

During the year under review, the 2011 ZEITI report was not launched until February 2014 due to delays in certifying the various reporting templates from mining companies. The report has now been disseminated in all the 10 provinces of Zambia.

VII. *Drafting of ZEITI Bill*

**Target:** Produce the ZEITI Bill

During the year under review, the ZEITI engaged a consultant to draft the ZEITI Bill. The Bill will be used to legally establish the ZEITI and also compel all mining companies and government agencies to disclose payments and receipts from the extractive sector respectively.

The ZEITI is now engaging the government to develop the Zambia EITI Policy before the enactment of the Bill. The preparation of the ZEITI Bill will also involve the

stakeholder consultative process at all stages of the Bill enactment process to validate the draft Bill.

### **3. ASSESSMENT OF PERFORMANCE AGAINST EITI REQUIREMENTS**

#### *I. Requirement 3.7-3.8: Revenue Management and expenditure*

**Progress:** All tax revenue in Zambia is collected by the Zambia Revenue Authority (ZRA) on behalf of the Ministry of Finance. The tax revenue collected by ZRA is deposited in the general accounts (Control 99) at Bank of Zambia. This account contains revenue from all the sectors of the economy.

The Ministry of Finance allocates the revenue from control 99 in the budget to all sectors of the economy, including districts and provinces. The revenue from extractive industry is not ring-fenced and therefore the allocation in the budget does not distinguish the sources of the revenue by tax source. The payments such as property rates and business annual fees are directly paid by mining companies to government agencies to councils located in mining areas.

The non-tax revenue paid by mining companies to government agencies such as Ministries of Mines and Lands is paid directly to these agencies but the revenue in turn sent to Ministry of Finance and deposited in control 99.

#### *II. Requirement 4.1.7: Transportation Payments*

**Progress:** Nearly all the products produced by Mining Companies (Minerals) are exported. Since Zambia is landlocked, the transportation of minerals involves both land and marine transport.

The land transport involves railway and road transport to the sea. The cost of transportation is paid by individual Mining Companies to the railway, road and marine transport companies up to the final destination of the products. The cost of transportation of mineral products includes cost in insurance and freight (C.I.F).

#### *III. Requirement 4.1.e: Discretionary Social Expenditure*

**Progress:** Social payments in Zambia are not mandatory but they are done with the discretion of the mining companies. Most of the social payments are in kind and paid mostly in mining areas. Therefore, there were social payment done in 2013 but the type and value of the payments will be in the 2013 Reconciliation Report which is due in December 2015. The social payments are decided by mining companies.

IV. *Requirement 4.2.e: Ad hoc sub-national transfers*

**Progress:** The Ministry of Finance through the national budget allocates and transfers funds to districts and provinces. However these transfers are from control 99 and not directly linked to revenues from mining companies.

V. *Requirement 3.11: Beneficial Ownership*

**Progress:** Information on Beneficial ownership has not been collected in accordance with the new EITI Standard. The information on beneficial ownership of extractive will be included in the 2013 Reconciliation Report which is due in 2015.

VI. *Requirement 3.12: Contract*

**Progress:** Contracts between the Government and Mining Companies in the form of Development Agreement were introduced when the Mining sector was privatized in early 2000. However these agreements were revoked in 2008. Therefore, at the moment these are no development agreements between the Government and individual Mining Companies. What are available are Mining licenses issued to all mining companies. The incentives provided in these licenses are applicable to all mining companies.

#### **4. STATUS OF FOLLOW-UP ON RECOMMENDATIONS FROM PREVIOUS EITI VALIDATION AND RECONCILIATION REPORTS**

An integral part of each EITI Reconciliation Report is a set of recommendations for future reporting. These recommendations are intended to summarize lessons learned and problems encountered in each reconciliation exercise, and to prevent similar problems arising in future years' reporting. Similarly, the EITI Validation process in 2010 (after which Zambia was formally declared EITI complaint) made a series of recommendations to be undertaken by ZEC. While some of these recommendations are straightforward, others require a long-term approach (capacity development, deployment of resource-intensive methods, etc.). The ZEITI continues to track progress made on all recommendations made, per below.

I. *2008 Reconciliation Report Recommendations:*

**Recommendation number 1:** Hold orientation Workshops and Forums to address the following

- a. Understanding of payments
- b. Understanding of types of evidence (justifying/explaining payments)
- c. Adherence to deadlines
- d. Disclosure in reporting template
- e. Questions on the overall process

**Follow-up:** The EITI Secretariat organized annual workshops for reporting agencies and companies to explain and underscore the importance of the above issues. These workshops have been conducted for all stakeholders before commencement of data collection for the production of the ZEITI reports. On average, about 60 stakeholders were trained during the year under review.

**Recommendation number 2:** Include information pack with reporting template.

During the year under review, the ZEITI provided information packs to stakeholders who attended the one day stakeholders training workshop in Chingola on EITI reporting.

**Recommendation number 3:** Physical visits to extractives companies and Government agencies.

During the year under review, the ZEITI did not conduct physical visits to extractive companies. The ZEITI instead organised a retreat for all stakeholders who met for a one day training workshop on the New EITI Standard.

Currently, the ZEITI is planning a one day workshop for key government institutions to raise awareness on the work of the Zambia EITI.

**Recommendation number 4:** Government to put in place compliance measures.

During the year under review, the government established a committee that has designed a reporting template that will be used by all agencies to report on production figures. The committee has since created the draft reporting template that aims to harmonise the reporting of production figures from the extractive companies.

**Recommendation number 5:** ZEC to appoint appropriate and capable party to investigate unresolved discrepancies.

During the year under review, the ZEC requested the Office of the Auditor General to follow up on the discrepancies for the 2009 and 2010 ZEITI report. The discrepancies were followed up and a report has since been produced.

## **II.** *Validation report ( 2010)*

**Recommendation number 1:** Follow up on discrepancy of 2008 Report.

**Follow up:** The discrepancy of the 2008 report has been followed up by the office of the Auditor General and a report has been produced.

**Recommendation number 2:** Data on EITI Reports to be based on accounts audited to international standards

**Follow up:** All data needed in the EITI reports in Zambia is based on audited accounts following international standards. It is a legal requirement in Zambia that all audits are based on international standards.



Recommendation #3: ZEC to ensure that ZEITI implementation is financially viable.

**Follow up:** ZEC has identified financial gaps in the Work plans. To this end government has doubled its budget allocation to EITI and donors have also come on board to make EITI financing sustainable. The Work plan for 2014-2016 is almost fully financed. (Financial report attached).

Recommendation #4: ZEC to carry out scoping study for companies and Government agencies to be included in reconciliation reports.

**Follow up:** Except for the 2008 Report, all the subsequent reports are preceded by scoping studies

Recommendation #5: ZCCM-IH to disclose its receipts from the mining sector and its payments to the government.

**Follow up:** ZEC has made a decision on the disclosure of payments by ZCCM-IH. ZCCM-IH now reports as a mining company. Payments by ZCCM-IH include information on dividends and participation fees paid to the Government.

Recommendation #6: EITI Reports to be produced according to deadlines.

**Follow up:** Zambia has been facing challenges in meeting reporting deadlines mainly due to long procurement procedures. However, this challenge is being addressed by engaging one consultant to produce the 2012/2013 reports to reduce the time lag. Further, the ZEITI has also started its data collection process early to avoid delays in the production of its reports.

Recommendation #7: It should be made clear that payments under EITI are on cash basis

**Follow up:** This requirement was explained during the stakeholders workshop to all the reporting agencies and improvement is being registered.

Recommendation #8: ZEC free to consider expanding the number of members to take into account the interest of other stakeholders

**Follow up:** ZEC has expanded the size of the members from 15 to 18. Each one of the stakeholders has now (6) members instead of (5). Furthermore ZEC is considering adding forestry to EITI reporting.

Recommendation #9: Formal approval for the establishment of ZEITI should be obtained from the Government.

**Follow up:** Zambia has committed itself to the implementation of EITI by including the principles of EITI of promoting transparency and accountability in the Mineral Resource Development Policy which was passed in 2013. However, the issue is expected to be fully addressed with the expected passing of the EITI Bill.

Recommendation #10: The Chairperson of ZEC to be able to attend ZEC meetings.

**Follow up:** Experience has shown that the current Chairperson (Secretary to Treasury) is very busy and there is need to find a chairperson who will be able to chair most of ZEC meetings. The issue of Chairperson will be addressed by the ZEITI Bill.

Recommendation #11: ZEC to have detailed TORS

**Follow up:** ZEC now has detailed TORs for itself.

Recommendation #12: To ensure that Minutes of ZEC and Sub-Committee meetings are well maintained and signed.

**Follow up:** Minutes of ZEC and subcommittee meetings are maintained and signed.

Recommendation #13: The staff of ZEITI Secretariat to be expanded from two (2) people

**Follow up:** Full time Secretariat staff has been increased from two (2) to four (4). The additional staff is the Communications Officer and the Project Accountant.

Recommendation #14: ZEC to consider the introduction of a legal framework for ZEITI as recommended by the ZEITI Legal Review Report.

**Follow up:** ZEC has put in place a process for the introduction of a legal framework for EITI. A consultant has been engaged and an EITI Bill has been drafted.

Recommendation #15: Government Websites to contain information and linkages with ZEITI.

**Follow up:** This is an on-going exercise and efforts will continue to be made to link EITI with some government Websites.

### ***III. 2009 RECONCILIATION REPORT***

Recommendation #1: ZEITI Secretariat to create a database with information from government and mining companies and such information to be regularly updated.

**Follow up:** ZEITI Secretariat has been in touch with companies which have software for EITI electronic reporting. However, the challenge has been the cost of the software to establish the EITI electronic reporting system.

Recommendation #2: Clearing agents making payment on behalf of mining companies should regularly provide detailed information on such payments to the mining companies.

**Follow up:** This recommendation still needs to be followed up with mining companies. However the challenge is that mining companies keep on changing their clearing agents.

Recommendation #3: Mining companies included in the reconciliation reports should complete templates attached with schedule showing a breakdown of all amounts included in the templates.

**Follow up:** All the mining companies included in the reports have been requested to include schedules of payments to the templates. However, due to short notice of such requests a few companies have not been able to attach schedules

Recommendation #4: External auditors of government agencies and mining companies should certify reporting templates.

**Follow up:** All Government agencies have complied with the requirement. However, challenges are still being faced with external auditors of mining companies as they demand additional cost.

Recommendation #5: Reduce the two (2) years' time lag of producing reconciliation reports.

**Follow up:** Zambia has engaged one consultant to produce two reports (2012/2013) with a view to meet deadlines and reduce the time lag. This will also be addressed by early collection of data.

#### *IV. 2010 RECONCILIATION REPORT*

Recommendation #1: The discrepancy to be followed up by an independent party

**Follow up:** The discrepancies for 2008, 2009 and 2010 reports have been followed up by the Auditor General's Office and reports have been produced.

Recommendation #2: Follow up on action to be taken on (2) non-reporting companies

**Follow up:** ZEC (MSG) has not followed up the two companies because one of the companies has ceased operations in Zambia and the other company did not report because it did not meet the materiality threshold.

Recommendation #3: Improve reporting of mineral production figures

**Follow up:** In 2013 the Government established a mineral value chain monitoring system to make it possible to address the problem of mineral production figures. The ZEITI will obtain information from the data collected.

Recommendation #4: Reconciliation of Zambia Revenue Authority (ZRA) Tax payers database with MMEWD Cadastre

**Follow up:** This is an on-going exercise between ZRA and Ministry of Mines Cadastre Unit.

Recommendation #5: Definition and report of social payments by extractive companies

**Follow up:** Information of social payments is now being included in the reconciliation reports and mining companies have understood the reporting format. The requests for social payments are included in the templates.

Recommendation #5: Company and Government auditors to give opinion on template data

**Follow up:** This recommendation is still a challenge because the external auditors have not agreed on how the opinion should be stated.

#### V. *2011 RECONCILIATION REPORT*

Recommendation #1: The government to implement policy of sharing mineral tax with local councils.

**Follow up:** The sharing of Mineral royalty tax revenue between Central Government and local councils in mining areas is currently not being done.

Recommendation #2: ZEITI to create a database with information from government agencies and mining companies.

**Follow up:** Efforts are still being made to establish an electronic reporting database system. However, the challenge is the cost of the electronic reporting system.

Recommendation #2: Clearing agents should provide regular details of payments made to ZRA on behalf of mining companies.

**Follow up:** Progress has not been made on this recommendation. However, this still needs to be followed up.

Recommendation #3: External auditors of government and mining companies should certify completed templates.

**Follow up:** All external auditors of government agencies have certified the templates. However, the challenge is on external auditors of mining companies demanding additional payments to certify the templates. As a result some external auditors of mining companies have not certified templates of some mining companies.

Recommendation #4: Incorporation of the EITI reports recommendations in the Work plan.

**Follow up:** Most of the recommendations have been included in the Work plan. These include:

- Resource mobilization
- Increase EITI staff

- Establishment of EITI legal framework
- Reliable Mineral Production Information.
- Capacity building for EITI reporting agencies
- Dissemination of EITI Reports
- Production of EITI Scoping studies
- Produce EITI Reports according to deadlines
- Engagement of one consultant to produce two reports 2012/13 in order to reduce the time lag of producing the EITI Reports.
- Establishment of EITI Database.

## **5. SPECIFIC STRENGTHENS OR WEAKNESSES IDENTIFIED IN THE EITI PROCESS**

- During the year under review, the scope of the EITI remained the same. However, plans are underway to include the forestry sector in the EITI reporting. Some civil society organisations have expressed their desire to collaborate with the ZEITI to conduct a scoping study of the forestry sector.
- During the year under review, the 2010 report was used on various fora to discuss the contribution of the extractive sector. Notably, the ZEITI made a presentation at the alternative mining indaba on the findings of the 2010 report. The indaba is annual event organized by the civil society organisations working in the extractive sector. The gathering also includes representation from the government, academia, and mining companies. The total number of participants at the Indaba was about three (300) hundred.
- The ZEITI collaborated with the World Bank project that was training civil society organisations working in the extractive sector. This resulted in the establishment of the civil society Zambia Extractive watch.
- The weaknesses that were identified during the year under review, were mostly the late disbursement of funds from the donors. The lengthy procurement process made it difficult for the ZEITI to meet most of its deadlines. In addition, the civil society organisations still remain fragmented. This makes it difficult for them to monitor the implementation of the EITI. Finally, the lack real time data reporting still poses a challenge when producing the EITI reports. It is hoped that these challenges highlighted above will be addressed in the coming year.

## **6. TOTAL COST OF IMPLEMENTATION**

### **I. Sources of Funds**

The funds were provided to the project by various sources namely, the Government of Republic Zambia, European Union, African Development Bank and the World Bank Zambia Country Office under the Multi Donor Trust Fund (MDTF) to fund the implementation of project activities and operational expenses.

### **II. Annual Expenditure**

The project got funding in both Zambian Kwacha and United States Dollars and transactions were paid in both Zambian kwacha and US Dollars. The Project had a total annual budget of US \$ 1,031,118.53 or kwacha equivalent ZMW 5,671,151.91 while total annual expenditure was US\$ 530,521.86 or kwacha equivalent of ZMW 2,917,870.23. This represents annual 51% budget burn rate. The exchange rate of ZMW 5.500 was used in the year under review.

### **III. Expenditure by source**

The GRZ had a budget of US\$ 248,648.53 against annual expenditure of US\$ 255,940.61 representing a burn rate of 102.93%, the deficit was covered by the balance from 2012 funds. The European Union had a budget of US\$ 127,700.00 against expenditure of US\$ 125,281.25 representing a burn rate of 98.28%. The African Development Bank had a budget of US\$ 305,000 against annual expenditure of US\$27,500.00 representing a burn rate of 9.02% while the World Bank had a budget of US\$ 350,000.00 with an expenditure of US\$ 121,800.00 representing a burn rate of 34.80%. The summary of the expenditure report is attached.

### **IV. Gap Analysis**

The project had an overall expenditure of 51% against the budget in the work plan for the year under review. The burn rate was low due to the fact that the expenditures for the 2011 reconciliation report were not paid in the year under review as the report was only lunched in February 2014. The project faced other challenges due to the delayed disbursement of MDTFII and ADB funding which were only done towards the end of the financial year. However, the unspent funds have been carried forward to be utilised in the 2014 financial year.

### **V. Staffing**

The project initially had two members of staff at the beginning of the financial year namely the Head of Secretariat and Project Administrative Officer; these were supported by a Secretary seconded by the Ministry of Mines. During the year under review, the project managed to recruit two officers namely the Project Accountant and Project communications officer. At the close of the financial year, the project had four core staff, a secretary seconded by the Ministry and three interns.

## 7. DETAILS OF MEMBERSHIP DURING IN 2013

No.	ORGANISATION	NAME	NUMBER/EMAIL
1	Secretary to the Treasury	Mr Fredson Yamba	
2	Bank of Zambia /Ministry of Finance	Dr. Chipimo	+260966 134938 <a href="mailto:fchipimo@gmail.com">fchipimo@gmail.com</a>
3	Ministry of Local Government	Mr.Thompson Banda	<a href="mailto:tbanda@mlgh.gov.zm">tbanda@mlgh.gov.zm</a>
4	Ministry of Justice	Francis Chilunga	+260977422994 <a href="mailto:Franchilunga@yahoo.com">Franchilunga@yahoo.com</a>
5	Ministry of Mines	Moverns Nswana	+2600971959567 <a href="mailto:fswana@yahoo.com">fswana@yahoo.com</a>
6	Zambia Revenue Authority	Joseph Nonde Proxy: Fabian Mayondi	+260977828238 <a href="mailto:twinmayonde@yahoo.com">twinmayonde@yahoo.com</a> <a href="mailto:nondej@zra.org.zm">nondej@zra.org.zm</a>
7	M.U.Z	Terry Simbeye	+260977180714 <a href="mailto:terrysimbeye@yahoo.com">terrysimbeye@yahoo.com</a> <a href="mailto:/tsimbeye@zamtel.zm">/tsimbeye@zamtel.zm</a>
8	Centre for Policy Dialogue	Dr Neo Simutanyi	+260977 702089 <a href="mailto:neo.simutanyi@gmail.com">neo.simutanyi@gmail.com</a>
9	MISA Zambia National Chapter	Sarah Ngwenya Proxy: Augustine Mukuka	<a href="mailto:sarahngwenya@yahoo.co.uk">sarahngwenya@yahoo.co.uk</a> +260978816207/0977615775 <a href="mailto:oogaoga@gmail.com">oogaoga@gmail.com</a> 0977 459017
10	Transparency International Zambia	Kalungu J. Sampa	+260 977 854 666 <a href="mailto:bishopsampa@yahoo.com">bishopsampa@yahoo.com</a>
11	Caritas Zambia/ PWYP	Edmond Kangamungazi	+2600965830365 <a href="mailto:edmondkanga@gmail.com">edmondkanga@gmail.com</a>
12	Chamber of Mines/Tranter	Dr Sixtus Mulenga	+260 977 771 345 <a href="mailto:anthonyw@albidon.com">anthonyw@albidon.com</a>
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17	Federation of Small Scale Miners Ass. of Zambia	Marc Kalembe/Getrude Phiri	+260977715560/0955371431 <a href="mailto:thabo1961@yahoo.co.uk">thabo1961@yahoo.co.uk</a>
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During the year under review, ten (10) meetings were held by the ZEC from January 2013 to December 2013. The meetings were attended by most of the ZEC members. In cases where a ZEC member was unable to attend the meeting, a proxy was sent.