

OVERVIEW

Mutare is Manicaland's capital and is the fourth largest city in the country. The city is the gateway to the sea since it is located close to the border between Zimbabwe and Mozambique. It is about 290km away from the port of Beira. With Mutare being the closest city to the sea, it is the most strategic location for cost sensitive, import and export oriented enterprises. Mutare is 235 kilometres from Harare.

Population	
Mutare City	120 000
Province	1.5 million

INVESTMENT INCENTIVES OFFERED

Mutare City's investment incentives were designed in such a way as to make it easy for investors to start up new businesses. Some of these incentives include the following:

Relaxed land purchase terms

This covers both industrial and commercial stands. A deposit of only 25% of the purchase price is required as down payment. The balance is payable over 5 years with a provision to negotiate a longer payment period.

Preferential water and sewage tariffs

New industrial and commercial developments are offered preferential water and sewage tariffs at a rate of 50% of payable charges for 3 years from the date of purchase of stand.

Moratorium on payment of rates for new ventures

Delayed payment is extended for a period of 3 years. Property taxes are levied at a reduced rate of 50% of payable rates for a period of 3 years from date of purchase.

TOURIST ATTRACTIONS

Because of its scenic surroundings, Mutare attracts the attention of many tourists. Manicaland, has the widest range of excellent tourist resorts and facilities in Zimbabwe.

They include the Nyanga Mountains which are excellent for game viewing, mountain climbing and scenic views and the Vumba mountains which are less than 30 minutes drive from the city centre. There are some very beautiful botanical gardens and mountain homes which are popular with visitors - Dandaro Lodge, Leopard Rock Hotel, Musangano Lodge, Troutbeck Inn, Montclair Hotel, La Rochelle Hotel and the Holiday Inn. Great opportunities therefore exist for tourist related commercial activities to cater for the ever increasing tourist traffic.

WIDE RANGE OF RESOURCES

Compared to other provinces, great competitive edge is derived from the abundance of resources. The area is richly endowed with fertile soils and conducive climate conditions for a wide range of forestry and agricultural production.

FORESTRY

Manicaland is the heart of Zimbabwe's timber growing areas. The timber resources range from softwoods such as pines to hardwoods like mahogany and mukwa. Therefore industries such as joinery, roof trusses, board and paper and furniture

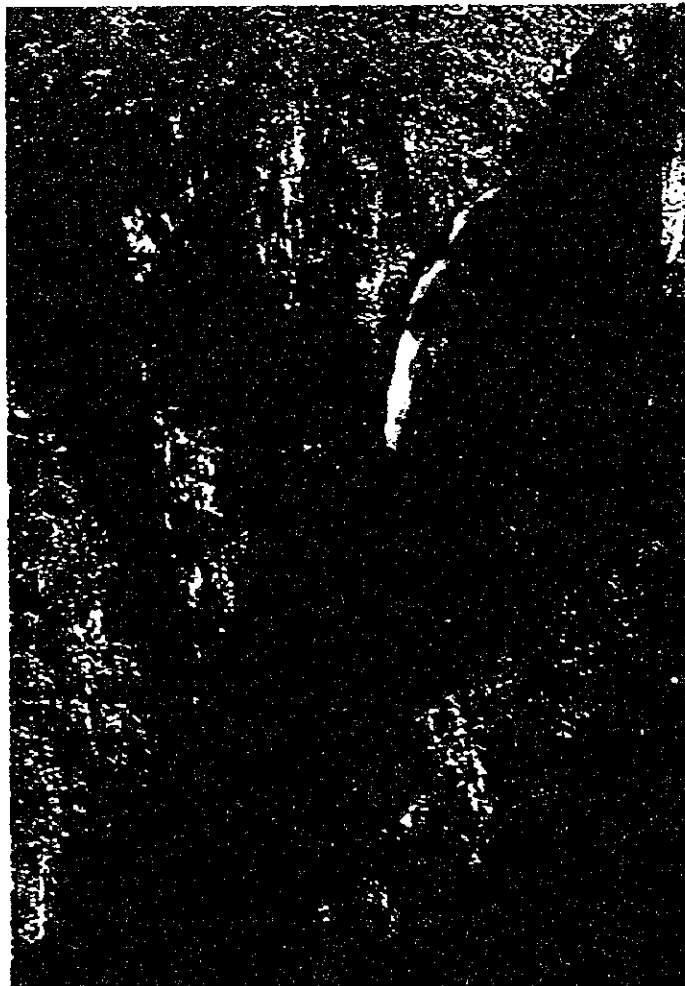
manufacturing operations can be developed.

AGRICULTURAL PRODUCE

Main agricultural produce include vegetables and fruits such as cabbages, rape, broccoli, cauliflower, carrots, peas, beans, turnips, beetroots, apples, bananas, grapes, oranges, tomatoes, pineapples, strawberries and guava. There is room for agro-processing industries for drying, freeze-drying, canning and packing such resources. Processing factories and textile industries can also be set up for products such as tea, coffee, tobacco, wheat and cotton.

INVESTMENT OPPORTUNITIES

- TIMBER INDUSTRY - pine, gum, mahogany and furniture manufacturing.
- E.P.Z.s - (Close to the Beira Corridor)
- FRUIT CANNING - (Bananas, tomatoes, pineapples, strawberries, plums, peach-apricots, mangoes)
- TOURISM
- CATTLE RANCHING
- VEHICLE ASSEMBLY PLANTS
- FREIGHT FORWARDING, WAREHOUSING AND CONTAINER HANDLING FACILITIES.

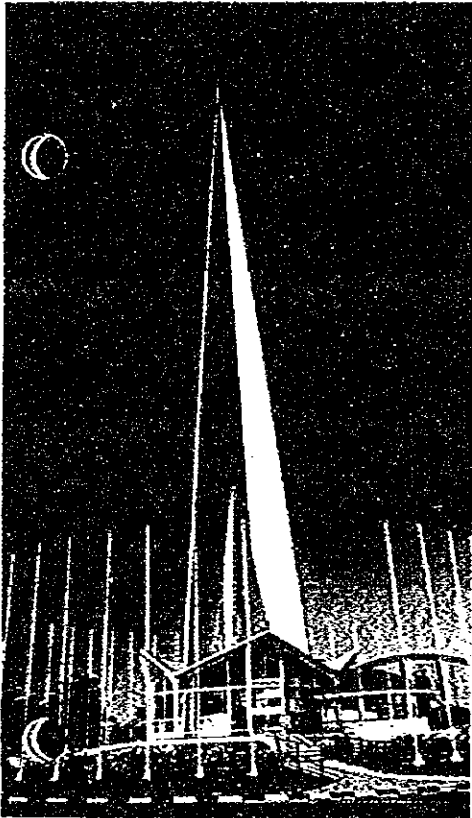




INVESTMENT OPPORTUNITIES IN MATABELELAND

Matabeleland Region is split into three main provinces encompassing the city itself Bulawayo with an estimated population of 621 742 and then Matabeleland north and south further split into districts which are and have the following estimated population.

1.	Matabeleland North	Population
	Binga	87 802
	Umguza	79 000
	Hwange	114 469
	Lupane	94 469
	Nkayi	113 302
	Tsholotsho	118 000
	Victoria Falls	28 000
2.	Matabeleland South	
	Beitbridge	93 000
	Esigodini	17 000
	Insiza	88 668
	Gwanda	15 000
	Matobo	158 143



The Matabeleland falls mostly under ecological region V which is dry and drought prone, thus making crop farming in most areas almost difficult if not impossible, unless dams are available or irrigation takes place. Despite this major water constraint the region is regarded as a livestock (ranching) area. It is also heavily populated with wildlife (Hwange/Matopos National Parks) minerals and timber. The Victoria Falls, as one of the seven wonders of the world also offers the greatest potential for tourism in the region.

With such an abundance of resources, opportunities for the establishment of the following types of industries exists;

- Tourism (hotels, chalets, safari operations, boat maintenance/repairs)
- Abattoirs, canning plants, tanneries and leather products industries.
- Sawmilling and furniture manufacturing (hardwood, teak and mukwa are readily available)
- Floor and wall tiles (black and pink granite available in the Beitbridge area)
- Processing of fruits, vegetables and fish
- Processing and packaging of mopani worms
- Mining and processing of minerals (gold, diamonds and tin)

Another point to note is that Matabeleland, by virtue of its location is in close proximity to Botswana, South Africa and Namibia. This allows excellent opportunities for the setting up of Export Processing Zones especially in these border towns as Plumtree, Beitbridge and Victoria Falls. Furthermore some areas have growth point status thus allowing would be investors to benefit from incentives accorded to companies operating at such centres eg. Maphisa or Beitbridge. Some rural councils also offer a variety of incentives for potential investors in the form of some refunds on Commercial/Industrial Investment, free water and other concessionary rates.

Bulawayo, apart from having an estimated population of 621 742 and being the second largest city in the country, because of its location (in the centre of the Region) it is a natural choice for investors in agro-based industries, mineral processing and allied services. Some of the areas that warrant serious consideration are;

- establishment of Export Processing Zones
- production of foodstuffs
- textiles and clothing
- provision of agricultural services
- rubber and allied products
- furniture and other wood based products
- foundry and other fabrication plants

The city also put in place a wide ranging package of incentives designed to make investment easier and these includes among others.

- a number of serviced industrial stands ranging in size from 900 square metres to approximately 1,5 ha. There are areas set aside for light/service industry, general industry, warehousing and storage. The City also has areas set aside for industrial park developments and Export Processing Zones. While the sale of land is normally by tender, depending on the size of the proposed development, such sales can also be negotiated between the Council and prospective developers.
- The city commands air, road and rail links with many places. As the Headquarters of the National Railways Network, NRZ it has rail links with South Africa in the South, Zambia to the North, Botswana to the west and Mozambique to the East. It is also directly air linked with Botswana and South Africa and with the rest of the world through Harare. It has an airport that can handle large aircrafts. The road network is second to none and links the centre not only with the hinterland but also with other countries in the sub-region.

In conclusion Matabeleland does offer various opportunities and incentives for potential investors. Though water shortages have sometimes been critical especially during drought periods plans are already at a very advanced stage for the Zambesi - Matabeleland Water Project which seeks to utilise water from the Zambesi River through a pipeline and dams. Once this project has been completed Matabeleland with its rich resources will be converted into one of the wonder regions of the country.



INVESTMENT OPPORTUNITIES IN MASVINGO

The main focus is on the provincial capital of Masvingo town which has a population of about 52 000. The regional population is approximately 1.2 million.

LOCATION

Masvingo town is centrally located between Harare, Bulawayo, Mutare and Beitbridge. It is along the major Zimbabwean route to South Africa. The city boasts of an established railway network and airports which facilitate easy importation of raw materials via South Africa. This makes it easy to bring in raw materials from abroad via South Africa and within the country, as well as to distribute finished products.

THE TOWNS INCENTIVE PACKAGE

Land purchase

A minimum 10% deposit of the purchase price of land and the balance is payable over a maximum ten year term.

Rates moratorium

Investment

Tax Rate Relief

\$500 000 - \$999 000

One year free

\$1 000 000 - \$1 500 000

Two years free

Over \$1 500 000

Three years free

Free rate term commences at the time of occupancy

Water tariff

The council offers free water throughout construction periods for industrial and commercial development.

Special concessions in water tariff are available to bulk users.

Investors will be given first priority on housing for management and its workers.

Industrial stands

There are 63 serviced industrial stands at the \$6.5 million West View Industrial Park of at least 22 000 square metres to 1.4 hectares. They cost \$17 per square metre. The industrial park is 550km from the Port of Beira in Mozambique, 100km from South Africa and 790km from Lusaka in Zambia.

POTENTIAL INVESTMENT AREAS

Textile - At least 40 000 tonnes of cotton are processed annually by Triangle Cotton Ginnery.

Thousands of processed exotic leather are being sold on world market in crust state and these can be processed into finished products.

Hundreds of cattle hides are being sold outside the province per month.

Fruit canning - citrus fruits, mangoes, tomatoes, beans etc. are available;

Soap, candle and floor polish making;

Furniture making and food processing;

Food packaging and food processing - there is agricultural produce which can be further processed eg. peanut butter, stockfeeds;

Agricultural machinery.

OVERVIEW

Gweru, Zimbabwe's third largest and most central city is the capital of the Midlands province and is a thriving industrial, commercial, agricultural and educational centre with all the modern amenities that one would expect. It is situated on the main link of rail between Bulawayo and Harare and is the principal rail junction with lines radiating to Masvingo, Shurugwi, Zvishavane and the Lowveld.

CLIMATE

Gweru is situated on the highveld some 274 kilometres from the capital Harare and is 164 kilometres from Bulawayo. The city is 1416 metres above sea level. Temperatures vary between a mean maximum of 28,6 degrees in October and a mean minimum of 4 degrees in July and the climate is one of the best in Zimbabwe.

POPULATION

Currently estimated at 178 000.

INVESTMENT INCENTIVES IN PLACE

In its bid to lure investors the Gweru City Council has launched a massive investment drive campaign, with quite a number of exciting incentives on offer. These incentives are designed to make Gweru one of the attractive locations for both industrial and commercial investment in the country.

Time

For investors to have enough time to undertake their development at a comfortable pace, the Council has extended the completion time from the normal two years to five years.

Land

The investors are provided with free unserviced land.

Water

All industrial and commercial developments in excess of \$250 000 are entitled, for construction purposes only, to preferential water tariffs for two years in a scale determined by the value of the development up to a maximum of 50% of normal water tariffs. The allowances are as follows:-

Rate Value of Improvement	Tariff % of Normal
Z\$750 000 and above	50% for 2 years
Z\$501 000 to 750 000	40% for 2 years
Z\$250 000 to \$500 000	30% for 2 years



RAW MATERIALS

The City of Gweru is situated on the Great Dyke which is well endowed with mineral resources. These include chrome, nickel, gold, platinum and iron. Gweru is also close to the Zimbabwe Iron and Steel Company (ZISCO) making it ideal for the process of steel products as evidenced by the foundry workshops in the city.

Sand for glass products manufacturing is also in abundance. There is also a lot of potential for agro based industries. Midlands beef herd represents 17% of the national herd and Midlands produces 30% of the national milk yield. 26% of the country's cotton crop is produced in the Midlands.

4.0 OTHER FACTORS WHICH MAKE GWERU ATTRACTIVE FOR INVESTMENT

4.1 HOTEL ACCOMMODATION

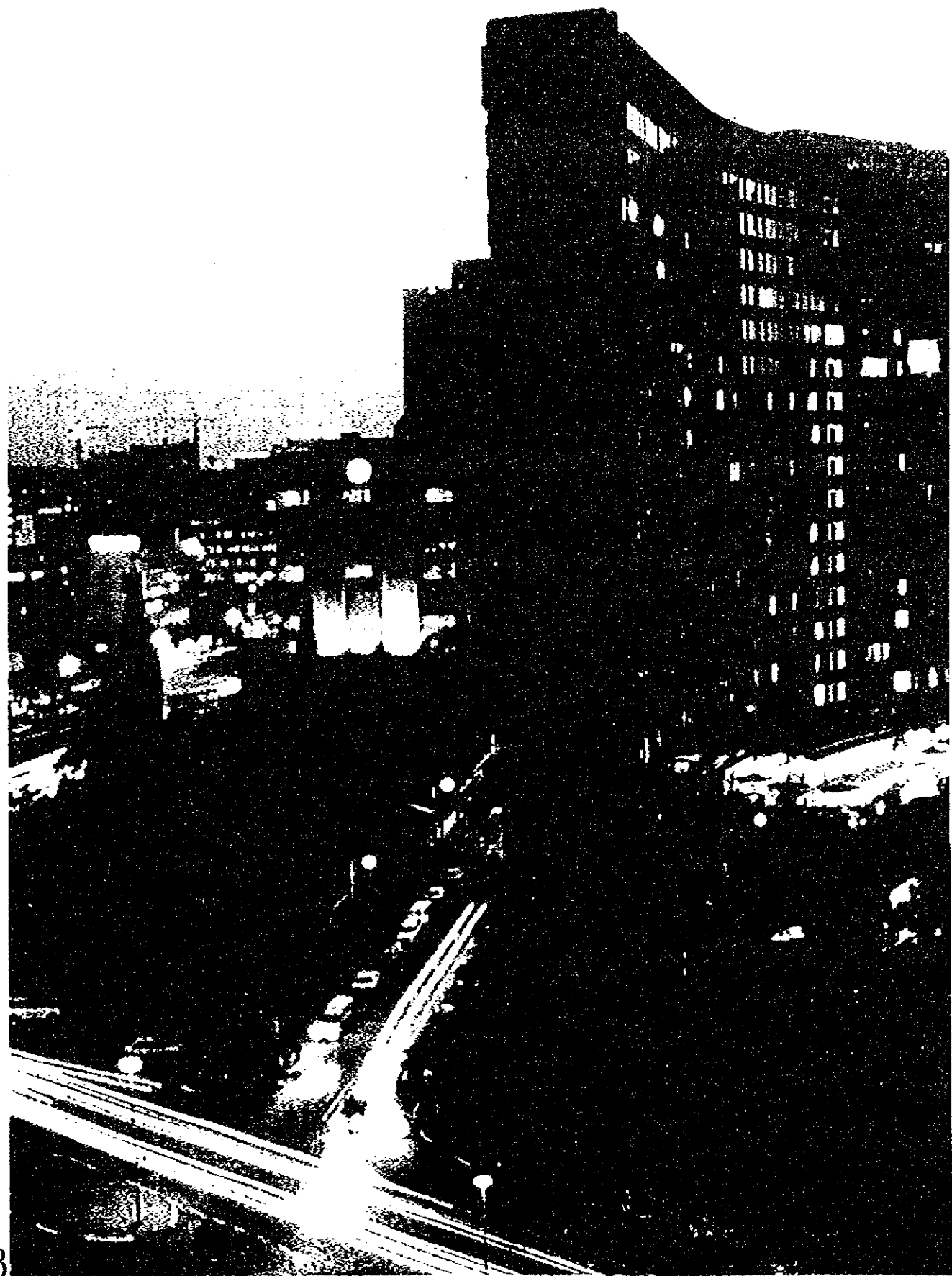
There are currently two 3 star hotels and plans are at an advanced stage for a 5 star hotel.

4.2 FINANCIAL INSTITUTIONS

All the country's commercial banks and building societies are represented in Gweru.

The Gweru City Council, in consultation with the business community and other interested parties, is continually improving its investment incentives and is prepared to discuss specific needs with investors.





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ADDRESSES

Zimbabwe's Trade Representation Abroad

The country has offices stationed at Zimbabwe embassies throughout the world. They render assistance to Zimbabwean companies and to potential foreign investors.

The addresses are as follows:-

- Angola**
Embassy of the Republic of Zimbabwe
Edivial Seaal 11th Floor
42 Avenue, U de Tevereiro
Caixa postal 428
Luanda
Telephone 244-2-332337/8/9
Telex 0991-2185
Fax 244-2-332339
- Austria**
Embassy of the Republic of Zimbabwe
Strozzigasse 10/15
108 Vienna
Austria
Telephone 43 0222 407936/7
Fax 43 0222 4079238
- Belgium**
Embassy of the Republic of Zimbabwe
11 Josephine Charlotte Square - 1200
Brussels
Telephone (02) 7825808 Telex 24133
ZIMBRU
Countries covered: Belgium, Luxembourg
Netherlands.
- Botswana**
High Commission of the Republic of
Zimbabwe
I.C.I. Building
P.O. Box 1282, Gaborone
Telephone 372202 Telex (0962) 2701
ZWCOM BD
Fax 305863
- Countries covered: Botswana
- Canada**
High Commission of the Republic
of Zimbabwe
332 Somerset Street West. Ottawa.
Ontario K2P 009
Telephone (613) 337 4388/9 Telex (021)
0534221 ZIMOTT
Fax 5638369
Countries covered; Canada.
- China**
Embassy of the Republic of Zimbabwe
No. 7 Dong San Jie
San Lie Tun 8
Beijing
Telephone 110-861-5323665
Fax 110-861-5325283
- Egypt**
High Commission of the Republic
of Zimbabwe
36 Wadi El Nil Street
Mohandessin
Cairo
Telephone 20-2-3524427
Telex 091-21976
Fax 20-2-3474872
- Ethiopia**
Embassy of the Republic of Zimbabwe
House No. 007, Higher 17
Kebele 19
- P.O. Box 5624**
Addis Ababa
Telephone 251-1-613872/7
Telex 0989-21351
Fax 251-1-61346
- France**
Embassy of the republic of Zimbabwe
3 Rue de Tilsit, Paris 75008
Telephone (1) 7634831 Telex (042)
843505F 21MPARI
Fax 44090536
Countries covered: France,
Portugal & Spain 40547905
Direct line Paris
- Germany**
Embassy of the Republic of Zimbabwe
Villichgasse 7 - 5300 Bonn 2
telephone (0228) 356071/2 Telex (041)
385580 ZIMBA
Fax 356309
Countries covered: Germany, Nordic
States
- India**
High Commission of the Republic
of Zimbabwe
B-8 Anad Niketan, New Delhi 110021
Telephone 687291/6774360 Telex (031)
72389 ZIM DIN
Fax 91-11 6886073
Countries covered: India, Bangladesh,
Sri Lanka & Pakistan
- Italy**
Embassy of the Republic of Zimbabwe
Via Lucullo 7
Roma
Telephone 8081706/7
Telex 6201782 Rome
Fax 39-6 -8081716
- Japan**
5/9/10 Shironganedari
Minato - KU 108, Tokyo
Telephone 81-3-32800331/2
Telex 072-32975
Fax 81-3-32800466
- Kenya**
High Commission of the Republic
of Zimbabwe
6th Floor ICDC Building,
P.O. Box 30806, Nairobi
Telephone 721071/45/49
Telex (0987) 250 33
Fax 254-2 726503
Countries covered: Kenya,
Uganda & Burundi
- Kuwait**
Embassy of the Republic of Zimbabwe
Salwa Area 9, 105 Street, House No.8
Kuwait City
P.O. Box 36484
All - Roads 24755
Telephone 00965/5621517/5620845
Fax 6521 W91

ADDRESSES

Malawi
High Commission of the Republic
of Zimbabwe
7th Floor Gemini House,
P.O. Box 30187
Lilongwe
Telephone 733997/458/988
Telex (0904) 44530 ZIM
Countries covered: Malawi,
Tanzania & Mauritius
Malaysia

High Commission of the Republic
of Zimbabwe
85 Jalan Ampang Hilir
55000 Kuala Lumpur
Telephone 03-451-6779/81/82
Telex Zimkul MA 20195
Fax 60-3-451-7252

Mozambique - Maputo
Embassy of the Republic of Zimbabwe
Caixa Postal 743, Maputo
Telephone 490404 Telex (0992) 6542
ZIM MO
Fax 492239
Countries covered: Mozambique &
Swaziland

Mozambique - Beira
Consul General
617 Rua
Francisco De Change
Almolda
Ponde Gea
P.O. Box 649, Beira
Mozambique
Telephone 258-3-372950/327942
Fax 258-3-328942

Namibia - Windhoek
Zimbabwe High Commission
Independence Avenue
P.O. Box 23056
Windhoek 9000
Namibia
Telex 0886
Fax (061) 226859
Countries covered Namibia

Nigeria
10 Tiya miyu Savage Street
Victoria Island, Ikoyi,
Lagos
Telephone 234-1-619328
Telex 234 11Z Lang
Fax 619238

Portugal
Consulate of Zimbabwe in Portugal
Avenida Almirante
Gagu Coutinho
No. 56-6--Esq
1700 Lisbon
Portugal
Telephone 802091
Fax 84 72400

Russia
Embassy of the Republic of Zimbabwe
Serpov Per 6 Moscow
Telephone 248436/67
Telex (064) 413029 ZW Mow SU
Countries covered:
COMECON countries

South Africa -Johannesburg
The Zimbabwe Trade Mission
P.O. Box 61736, Marshalltown,
Johannesburg 2107
Telephone 838 2157
Telex (095) 4-851355A
6th Floor Bank of Lisbon Building,
37 Saver Street
Johannesburg, Fax 27 -11 8385620

South Africa Cape Town
Consul General
55/55 Faely Towers
Cape Town
South Africa
Telephone 462 4349

South Africa Pretoria
Consul General
798 Merton House
Arcadia, Pretoria, SA
Telephone 3425125
Fax 3425126

Sweden
Embassy of the Republic of Zimbabwe
Kungsgatan 62
10390 Stockholm
P.O. Box 7319, Stockholm
Telephone 46-8-246695
Telex 054-15145
Fax 08/755-9530

Switzerland
Embassy of the Republic of Zimbabwe
250 Route de Lausanne,
Chemin du Rivage
1292 Chamdesy, Geneva
Telephone (022) 7320434/73220119
Telex (045) 28781 ZIM CH
Fax 41-22 3384 954
Countries covered: Switzerland & Italy

UK
High Commission of the Republic
of Zimbabwe
429 Strand, London WC SEOSA
Telephone 01-836-7755
Telex (061) 26115
Fax 44-71 3791167
Countries covered: UK, Northern Ireland

USA
Embassy of the Republic of Zimbabwe
2852 McGill Terrace NW
Washington DC 20008
Telephone (202) 482 4468/9
Telex (023) 248402ZIMBUK
Fax 1-202 4389326
Countries covered: USA

Zambia
High Commission of the Republic
of Zimbabwe
4th Floor Ulenda House
P.O. Box 33491
Lusaka
Telephone 226850/229382/3 -
Telex (0902) 45800 ZIMZAM
Fax 260-1 227474
Countries covered; Zambia,
Angola & Zaire

Other Relevant Addresses

Central African Textile Manufacturers
Association
1045 Parirenyatwa Street
P.O. Box 2317
Bulawayo
Telephone 80642

Chamber of Mines
North Wing Stewart House
4 Central Avenue
P.O. Box 713 TA "Chamines"
Harare
Telephone 702843
Telex 26271 ZW
FAx 707983

Coffee Growers Association
Agriculture House
P.O. Box 4382
Harare
Telephone 750238
Fax 750754

Confederation of Zimbabwe Industries
P. O. Box 3794
Harare
Telex 22073 C.Z.I. ZW
Fax 739833

Cotton Company of Zimbabwe
Kurima House Baker Avenue
P.O. Box 2697
Harare
Telephone 729061/9
Telex 24216 ZW
Fax 708573

Department of Technology
the President's Office
P. Bag 7700
Causeway
Harare
Telephone 707091/7

Department of Immigration Control
1st Floor Liguenda House
Baker Avenue
P. Bag 7717
Causeway
Harare
Telephone 791913
Fax 792398

Export Processing Zones Authority
7th Floor Greenbridge
Northwing Eastgate
Harare
Telephone 736567/8/9/0, 736565,
736429
Fax 736484

Indigenous Business Development
Centre
P.O. Box 3331
Harare
Telephone 790978/738042/1
Fax 725602

Industrial Development Corporation
of Zimbabwe Limited
93 Park Lane

Box CY 1431
Causeway
Harare
Telephone 706971/794805
Telex 24409 IDC ZW
Fax 796028

Ministry of Finance
Munhumutapa Building
Samora Machel Avenue
P/Bag 7705
Causeway
Harare
Telephone 796191/4
Fax 792750

Ministry of Industry and Commerce
P/Bag 7708
Causeway
Harare
Telephone 702731-54 or 791823/7
telex 26368
Fax 729311

Regional Offices

Bulawayo Office
New Government Complex
3rd Floor Cnr Basch Street/10th Ave
Box 696
Bulawayo
Telephone 67411
Fax 67968

Gweru Office
Trade Measures Building
Cnr Coventry/Link Rds
Bag 9008
Gweru
Telephone 52146/4862
Telex 77741 ZW

Mutare Office
Trade Measures Building
4th Ave/3rd Street
Box 630
Mutare
Telephone 61633
Telex 811491
Fax 64126

Masvingo Office
Cnr Zimuto/ Mutare Rd
Box 910 Masvingo
Telephone 62757
Fax 6516
Telex 91149

Minerals Marketing Corporation of
Zimbabwe
107 Beverly East
Cnr Mutare Rd/ Msasa Rd
P.O. Box 2628
Harare
Telephone 486945/8
Telex 24579 ZW
Fax 487261

OTHER RELEVANT ADDRESSES

Ministry of Mines
Zimre Centre
Leopold Takawira/Union Ave
P/Bag 7709
Causeway
Harare
Telephone 790131
Fax 739601

Ministry of Transport & Energy
16th Floor Kaguvi Building
4th Street
P.O. Box 8109
Causeway
Harare
Telephone 707121
Fax 708225

Post and Telecommunication
Corporation
Runhare House
Union Ave
P.O. Box 8061
Causeway
Harare
Telephone 728811
Fax 731980/732844

Registrar of Companies, Patents and
Trademarks
Electra House
P.O. Box CY 177
Causeway
Harare
Telephone 791871

Reserve Bank of Zimbabwe
76 Samora Machel Ave
P.O. Box 1283
Harare
Telephone 790731/729071
Fax 708976
Telex 26075/22045

Standards Association of Zimbabwe
Centre Northend Close
Northridge Park
P.O. Box 2259
Borrowdale
Harare
Telephone 882017/8/9 885511/8
Fax 882020

Tobacco Trade Association
1 Union Avenue
P.O. Box ST 180
Southerton
Harare
Telephone 733578 751853/4
Telex 26659 ZW
Fax 773859

Venture Capital Company of Zimbabwe
11th Floor Fidelity Life Tower
Raleigh St/Luck Street
Box 3646
Harare
Telephone 753364/5 723937
Telex 26666 VCCZ ZW

Zimbabwe Electricity Supply Authority
25 Samora Machel Ave
P.O. Box 377
Harare

Telephone 774508/38
Telex 24323 ZECOM ZW
Fax 774542/3

Zimbabwe Investment Centre
Investment House
109 Rotten Row
P.O. Box 5950
Harare
Telephone 757931-6
Telex 22481 - ZICHRE ZW
Fax (263-4) 757991/757937

Zimbabwe National Chamber of
Commerce
6th Floor Equity House
Rezende Street
P.O. Box 1934
Harare
Telephone 753445
Telex 22531 Clacon ZW
Fax 753450

Zimbabwe State Trading Corporation
8th Floor Glode House
51 Jason Moyo Ave
P.O. Box 7765
Causeway
Harare
Telephone 757440/2/4/5/6 793615
Fax 756646

Zimbabwe Stock Exchange
8th Floor Southampton House
Union Avenue
Box UA 234
Union Avenue
Harare
Telephone 736861
Telex 24196 ZW
Fax 791045

Zimtrade
89 Baker Ave
Kurima House
P.O. Box 2738
Harare
Telephone 706772/732974-7
Fax 706930

Zimbabwe Tourism Authority
7th floor Three Anchor House
54 Jason Moyo Avenue
P.O. Box CY 286
Causeway
Harare
Telephone 758712/752570
Telex 26082 Zimtor ZW



MINISTRY OF INDUSTRY & COMMERCE

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PHOTOGRAPHS
BY PHOTOSAFARI
AND DANA ALLEN

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MINISTRY OF INDUSTRY
& COMMERCE

Structure & Functions

GOVERNMENT OF
ZIMBABWE

MISSION STATEMENT

The Ministry of Industry and Commerce is responsible for:

- the formulation of Industrial and Commercial policies;
- providing advice and guidance to the business community in order to promote the development of Zimbabwe's Industrial and Commercial sectors;
- balancing the interests of the business community, the consumer and Government, so as to create a self sustaining vibrant and internationally competitive industrial and Commercial sector.

This will be achieved by ensuring the availability of relevant professional expertise, skills and information systems in the Ministry.

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 - (i) Regional, International Organisations and Commodities Branch
 - (a) Multilateral Organisations and Commodity Agreements Section
 - (b) ACP/EU Trade Relations Section
 - (c) Regional Organisations Section
 - (ii) Trade Relations and Trade Co-ordination Branch.
 - (a) Bilateral Trade Relations (Africa) section
 - (b) Bilateral Trade Relations (Overseas) section
 - (c) Trade Co-ordination Section
 - 2.3. Administration, Finance and Co-ordination Division.
 - (i) Administration and Finance Branch
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1. INTRODUCTION

The Ministry of Industry and Commerce has undertaken significant transformation over the last four years with the advent of the Economic Structural Adjustment Programme, ESAP. As the reform programme enters the second phase, the Ministry has done away with all the administrative controls that it had been responsible for over the last thirty years. The foreign currency allocations and the extensive foreign currency licensing system are gone forever, as are the price control functions which were enforced through a country wide price control inspectorate. The Ministry is now to play a more proactive role in promoting industry and commerce.

The Ministry has come up with a new mission statement to accord with the more liberal economic environment where government involvement in the economy is largely limited to providing an enabling environment with market forces given greater way. Government will of course intervene to deal with any situations of market failure.

The new Mission Statement of necessity calls for an appropriate organisational structure to better marshal the human and other resources that have to be harnessed for the attainment of the new goals of service to Industry and Commerce. Dialogue with organised industry and commerce is to be intensified to ensure informed policy formulation and decision making. This pamphlet is part of that process of dialogue and information.

The pamphlet opens with the Ministry's Mission Statement and then describes in detail the Operational Divisions, the Enterprise Development and Consumer Affairs Division and the External Trade Division. As in any organisation the Ministry has a Division of Administration, Finance and Co-ordination to service the rest of the Ministry and co-ordinate the parastatals that come under the Ministry where they still remain. Useful information is provided about our Trade Missions housed in the country's Diplomatic Missions abroad.

We hope that through this pamphlet, all who read it will appreciate that we have become a Ministry of Industry and Commerce like any such Ministry anywhere in the world. We would like to assure all, that we are dedicated to service. This is particularly important in the intensely competitive environment that the world has become. For the country to succeed both government and the business community must have access to the latest information and be abreast of developments. We will play our part in full.

2. FUNCTIONS OF THE MINISTRY OF INDUSTRY AND COMMERCE

The Ministry consists of three Divisions which service Industry and Commerce namely:—

- Enterprise Development and Consumer Affairs
- External Trade
- Administration, Finance and Co-ordination
- Four Regional offices are in operation in Bulawayo, Mutare, Masvingo and Gweru.

2.1 ENTERPRISE DEVELOPMENT AND CONSUMER AFFAIRS DIVISION

The Division is headed by a Deputy Secretary and its main function is to establish an economically enabling environment for business entrepreneurs and consumers nationwide, with particular attention to the promotion of small and medium size enterprises and greater indigenisation of the economy.

The Division is divided into three main branches namely:—

- Research, Data and Consumer Protection
- Heavy Industries
- Light Industries

Each branch is headed by an Under Secretary. Eight Sections fall under these Branches and each is headed by an Assistant Secretary.

The Heavy Industries and Light Industries Branches are the operational arms of the Division, specifically charged with enterprise development issues as further elaborated below. The Research, Data and Consumer Affairs Branch is the think-tank on industrial and commercial issues providing analytical capability for the Ministry on developments germane to industry. It is also responsible for consumer protection matters.

The Enterprise Development and Consumer Affairs Division is also the entry point for the Ministry's Regional offices situated in Bulawayo, Mutare, Masvingo and Gweru. The Regional Offices provide outreach for the Ministry in delivering business extension services and in providing information about the Ministry. They also identify resource potential at the regions as well as develop data banks on possible investment projects working closely with local authorities.

The following is the detailed functional description of the three branches in the division and the sections that fall under them.

(i) Research, Data and Consumer Affairs Branch

The Branch has two sections namely:—

- Research and Data Section
- Consumer Affairs Section

(a) Research and Data Section

The Research and Data Section collects, processes, maintains and disseminates data to meet the Ministry's needs. This section also provides research services in the Ministry. These include:—

- preparing periodic reviews of the Industrial and Commercial sectors.
- preparing position papers on specific issues that come up from time to time which have a bearing on industry and commerce.

- providing inputs into national planning and strategy development and policy formulation.
- keeping abreast of research information relevant to Industry and Commerce, both from local research agencies and international research organisations.

(b) Consumer Affairs Section

The Consumer Affairs Section primarily exists to promote and protect consumer interests in respect of the availability, price and quality of goods and services. It liaises closely with organisations responsible for consumer interests such as the Consumer Council of Zimbabwe and International Consumer Organisations.

The Trade Measures Department which is headed by a Superintendent reports through this section. The main function of the Trade Measures Department is to calibrate and check measuring equipment countrywide. It is important that all measuring equipment complies with national standards to ensure that consumers get value for money when purchasing goods and services. Certainty of measures is also important for credibility with our trade partners.

(ii) Heavy Industries Branch

Heavy Industries include the following sections:—

- Transport section
- Metals and Electricals section
- Chemicals and Paper Products section

(iii) Light Industries Branch

Light Industries comprise the following sectors:—

- Textiles, Clothing and Leather Section
- Food and Drink Section
- Wood, Furniture and Small Scale Enterprises Section

The two operational branches—Heavy Industries and Light Industries, are responsible for the promotion and development of industrial enterprises and entrepreneurial development, with particular emphasis on the promotion of small scale enterprises, the integration of indigenous Zimbabweans into the main stream of economic activity and the decentralisation of economic activities to all parts of the country. The branches also play a referral role to private enterprise development organisations and work closely with non-governmental organisations and donor agencies.

Other activities include technology transfer, working closely with Scientific Industrial Research and Development Centre, so that their work programme is in line with perceived needs of industry. The branches also work closely with the Standards Association of Zimbabwe in the promotion of quality standards for Industry and Commerce.

Also an important role of the division as a whole is the promotion of business linkages between large and small scale enterprises. As part of enterprise facilitation the Enterprise Development and Consumer Affairs division has been involved in the Deregulation exercise.

2.2 EXTERNAL TRADE DIVISION

The Division is headed by a Deputy Secretary and is responsible for the establishment, maintenance and expansion of mutually advantageous trade and trade relations with foreign countries and businesses, through bilateral and multilateral arrangements.

The division is divided into two branches each headed by an Under Secretary. Six sections fall under these branches and each is headed by an Assistant Secretary.

The following is a functional description of the two branches, their sections and areas of responsibility.

(i) Regional/International Organisations and Commodities Branch

The branch has three sections that fall under it as follows:—

Multilateral Organizations and Commodity Agreements Section

ACP/EU Relations Section

Regional Organisations—Africa Section

(a) Multilateral Organisations and Commodity Agreements Section

Areas of responsibility include:—

- Undertaking research and preparing position papers for Zimbabwe's participation in the ongoing multilateral trade negotiations under the auspices of the newly formed World Trade Organisation (WTO-formerly GATT).
- Preparing requests in services negotiations which will continue within the next 5-10 years.
- Participation in United Nations Conference on Trade and Development (UNCTAD's) major programmes e.g. the Co-ordinated African Programme of Assistance on Services (CAPAS) as well as deliberations on other topical trade issues vital for world economic growth and the economic development of developing countries to ensure the promotion of Zimbabwe's national policies.

- Negotiating the inclusion and deepening of the Generalised System of Preferences (GSP) schemes extended to developing countries by their developed counterparts, so that Zimbabwe's exports of manufactured and semi-manufactured products enter the markets of the latter duty-free.
- Presenting a coherent position for Zimbabwe on the International Coffee Organisation (ICO); negotiating with other African producers at Annual General Assemblies (AGA) for a better deal; Implementing the 20% Coffee Retention Plan (CRP) as Zimbabwe is a member of the Association of Coffee Producing Countries (ACPC); Attending Extraordinary General Assemblies (EAG) to map out strategies for the African Group of the International Coffee Organisation.
- Attending meetings of the International Sugar Organization (ISO) to ensure that Zimbabwe derives maximum benefits from the provisions of the International Sugar Agreement (ISA). The overall objective of the International Sugar Organisation (ISO) is to stabilize sugar prices at levels remunerative to producers while affordable to consumers.
- Participating in the Group of Fifteen (G15) Summit meetings and submitting project proposals for those projects undertaken by the G15.
- Participating in the Second Round of Generalised System of Trade and Preferences negotiations with the goal of enlarging concessions in order to foster and strengthen South-South Co-operation.

(b) African Caribbean Pacific European Union (ACP/EU) Relations Section

Areas of responsibility include:—

- Administering, monitoring and negotiating on behalf of Zimbabwe ACP-EU Trade Relations in order to derive maximum benefit from the Lome Convention.
- Monitoring and evaluating projects funded by the European Union under the European Development Fund.
- Monitoring Zimbabwe's supply of her beef quota to the EU market and negotiating for additional allocations over and above our normal quota.
- Monitoring Zimbabwe's supply of her sugar quota to the EU market and negotiating for better guaranteed prices and quota increase on behalf of the industry.
- Compiling statistical data of all agricultural produce to the European Union for submission to the local EU Delegate's office in order to establish the crop sector which qualifies for Stabex (Stabilization of Export Earnings) funding.

(c) Regional Organisations—Africa Section

Areas of responsibility include:—

- Formulation, evaluation and implementation of regional trade policies and related programmes.
- Co-ordination and monitoring of the implementation of regional sectoral programmes by specialist departments and the private sector.
- Preparation of policy recommendations to Cabinet to facilitate Zimbabwe's participation in regional economic organisations.
- Generally, overseeing Zimbabwe's participation in regional economic integration programmes under the auspices of the Common Market for Eastern and Southern Africa (COMESA) and the Southern African Development Community (SADC).

(ii) Trade Relations and Trade Co-ordination Branch

The Branch is responsible for the promotion of good trade relations, promotion of exports mainly through ZIMTRADE and investment by opening, maintaining and expanding markets.

The following are the sections that fall under the branch and their areas of responsibility.

- Bilateral Trade Relations (Africa) Section
- Bilateral Trade Relations (Overseas) Section
- Trade Co-ordination Section

(a) Bilateral Trade Relations (Africa) Section

Areas of responsibility include:—

- Negotiating and administering bilateral trade agreements between Zimbabwe and other African countries.
- Interacting with the business community and foreign missions on trade related matters such as attending to areas of conflict and business opportunities, and disseminating information regarding the operation of trade protocols negotiated by the Ministry.
- Participating in joint Commission sessions where areas of mutual interest between Zimbabwe and the co-operating partners are attended to.
- compiling statistics and briefs on trade between Zimbabwe and other African countries.

(b) Bilateral Trade Relations (Overseas) Section

Areas of responsibility include:—

- Initiating, negotiating and administering trade agreements that provide the most favoured nation status to trade between Zimbabwe and overseas countries.
- Representing the Ministry and various sectors of the industry at Joint Commission Meetings.
- Making available updated trade briefs of individual overseas countries to sister ministries and embassies.
- Hosting visiting trade delegations.
- Secretariat to the Trade and Economic Relations Committee (TERC).

(c) Trade Co-ordination Section

Areas of responsibility include:—

- Linking donor organisations who provide funds for trade promotion activities, with Government and private sector recipients of such assistance.
- Contact point for the trade promotion officers who are attached to Zimbabwe's foreign stations.
- Formulation of export policy and promotion of exports and investment.
- Administering the Export Credit Reinsurance Scheme whereby government acts as last insurer of export related risk.
- Arrangement of Government participation at the Zimbabwe International Trade Fair.

2.3 ADMINISTRATION, FINANCE AND CO-ORDINATION DIVISION

The Administration, Finance and Co-ordination division is headed by a Deputy Secretary and is responsible for controlling the disbursement of funds allocated to the Ministry by Treasury as well as administering the following funds:

- Standards Development Fund
- Zimbabwe Iron and Steel Commission
- Export Reinsurance Fund
- Central Purchasing Authority

The Division is divided into two branches, each headed by an Under Secretary namely:—

- Administration and Finance
- Co-ordination.

(i) **Administration and Finance Branch**

The branch is responsible for human resources management, assets control, budgetary and financial control and other support services such as maintenance of records etc.

(ii) **Co-ordination Branch**

Through the Co-ordination Branch the division co-ordinates the activities of the Ministry and of Public Enterprises and provides information on the formulation and implementation of Government policy on Parastatals under the Ministry.

Five organisations fall under the Ministry's jurisdiction. These are three parastatals namely Zimbabwe State Trading Corporation, Zimbabwe Development Corporation, Small Enterprises Development Corporation, Industrial Development Corporation and the fifth where Government has an 89% shareholding, the Zimbabwe Iron and Steel Corporation. Government through this Ministry, is a shareholder in ZIMTRADE and the Zimbabwe International Trade Fair Company.

3. HEAD OFFICE AND REGIONAL OFFICES

Head office

Ministry of Industry and Commerce

13th Floor

Mukwati Building

Livingstone Avenue/Fourth Street

Harare

P. Bag 7708

CAUSEWAY

Tel: 730081-7/702731/791823-7

Fax: 707351/729311/704116

Telex: 24472/26368/22716

REGIONAL OFFICES

BULAWAYO

Ministry of Industry and Commerce

3rd Floor, G. Block

Mhlabhandlela Building

Cnr. Bach/10th Avenue

P.O. Box 696

Bulawayo

ZIMBABWE

Tel: 67411

Telex: 33408

GWERU

Ministry of Industry and Commerce
Cnr. Coventry/Link Roads
Light Industrial Sites
P.O. Box 9008
GWERU
Zimbabwe

Tel: 4862
Telex: 77741

MASVINGO

Ministry of Industry and Commerce
Old Victoria Hotel
Robert Mugabe Street
P.O. Box 910
MASVINGO
Zimbabwe

Tel: 62757
Telex: 91149

MUTARE

Ministry of Industry and Commerce
1st Floor, Manica Chambers
Herbert Chitepo Street
P.O. Box 334
MUTARE
Zimbabwe

Tel: 64126/61633/64229
Telex: 81149

4. ZIMBABWE'S DIPLOMATIC AND TRADE MISSIONS ABROAD

The following are Zimbabwe's diplomatic missions abroad where the Ministry has opened or plans to open trade missions:

AUSTRALIA

High Commission of the Republic of Zimbabwe
11 Culgoa circuit
O'malley, C.A.T. 2606
CANBERRA

Tel: 61-6-2862281/28627000
Fax: 61-6-2901680
Telex: 071-62211

BELGIUM

Embassy of the Republic of Zimbabwe
11-12 Josephine Charlotte Square
1200 BRUSSELS

Tel: 32-2-230 7625808
Fax: 32-2-7629
Telex: 045-24133

Other countries covered—The Netherlands, European Union.

BOTSWANA

High Commission of the Republic of Zimbabwe
Plot 8895
P.O. Box 1232
GABORONE

Tel: 267-314495/7
Fax: 267-305863
Telex: 0962-2701

CANADA

High Commission of the Republic of Zimbabwe
332 Somerset Street West
Ottawa
Ontario
CANADA K 2P 0JP

Tel: 1-613-2374388/9
Fax: 1-613-5638369
Telex: 021-0534221

EGYPT

Embassy of the Republic of Zimbabwe
36 Wadi El Nil Street
Mohandessin
CAIRO

Tel: 20-2-2-3524427
Fax: 20-2-3474872
Telex: 092-21876

Other countries covered—Middle East and Maghreb region.

FEDERAL REPUBLIC OF GERMANY

Embassy of the Republic of Zimbabwe
Willichgasse 7
5300 Bonn 2
BONN

Tel: 49-228-356071
Fax: 49-228-356369
Telex: 041-885580

FRANCE

Embassy of the Republic of Zimbabwe
5 Rue de Tilsitt
Paris 75008
PARIS

Tel: 33-47634831
Fax: 33-1-44090536
Telex: 042-643505

Other countries covered—Portugal, Spain and Italy.

HONG KONG (To be opened)

Other countries that will be covered—China and Taiwan.

INDIA

High Commission of the Republic of Zimbabwe
B-8 Amand Niketan
NEW DEHLI 110021

Tel: 91-11-6872063/4
Fax: 91-11-6886073
Telex: 031-72289

Other countries covered—Pakistan, Sri Lanka and Bangladesh.

JAPAN

Embassy of the Republic of Zimbabwe
5-9-10 Shirogane-dai
Minato-ku 108
TOKYO

Tel: 813-32800331/2
Fax: 813-332800466
Telex: 072-32975

Other countries covered—North and South Korea.

KENYA

High Commission of the Republic of Zimbabwe
6th Floor, Minet ICDC Building
Mamlaka Road
P.O. Box 30806
NAIROBI

Tel: 254-2-721071
Fax: 254-2-726503
Telex: 0987-25033

Other countries covered—Rwanda, Burundi, Ethiopia and Uganda.

MALAWI

High Commission of the Republic of Zimbabwe
7th Floor, Gemini House
P.O. Box 30187
LILONGWE

Tel: 265-784988/784997/784413
Telex: 0904-44530

Other countries covered—Mauritius, Seychelles and Tanzania.

MALAYSIA

High Commission of the Republic of Zimbabwe
85 Jalan Ampang Hilir
55000 KUALA LUMPUR

Tel: 60-3-4516779/6781/2
Fax: 60-3-4517252
Telex: ZIMKUL MA 20195

Other countries covered—Vietnam, Indonesia, Philippines, Thailand and Cambodia.

MOZAMBIQUE

Embassy of the Republic of Zimbabwe
Avenue Kenneth Kaunda 816/820
Caixa Postal 743
MAPUTO

Tel: 258-1-499404/490699
Fax: 258-1-492239
Telex: 0992-6542

Consul General of the Republic of Zimbabwe
Don Carlos Hotel
P.O. Box 649
BEIRA

Tel: 258-3-327942/327950
Telex: 322083

Other countries covered—Madagascar and Swaziland.

NAMIBIA

High Commission of the Republic of Zimbabwe
Gansberg Building
Cnr Grim and Kaiser Street
P.O. Box 23055
WINDHOEK 9000

Tel: 27-61-227738/228134/7
Fax: 27-61-226859
Telex: 0908-866

Other countries covered—Angola.

RUSSIA

Embassy of the Republic of Zimbabwe
Серпов Per 6
MOSCOW

Tel: 70-95-2484364/7
Fax: 70-95-2302497
Telex: 064-413029

Other countries covered—Former USSR countries.

SOUTH AFRICA

Trade Commission of the Republic of Zimbabwe
Bank of Lisbon Building
37 Sauer Street
Johannesburg 2000
P.O. Box 61736
MARSHALL TOWN 2107

Tel: 27-11-8382156
Fax: 27-11-8385620
Telex: 095-4851365

SWEDEN

Embassy of the Republic of Zimbabwe
Sveavagen 9-11
10390 Stockholm
P.O. Box 7319
STOCKHOLM

Tel: 46-8-246695
Fax: 46-8-219132
Telex: 054-15145

SWITZERLAND

Permanent Mission of the Republic of Zimbabwe
21 Ch de Grange-Canal
1208 Geneva

Tel: 41-22-7005611/12/13
Fax: 41-22-7005626
Telex: 045-412367 Zim Ch

UNITED KINGDOM

High Commission of the Republic of Zimbabwe
Zimbabwe House
429 The Strand
LONDON WC 2E 0SA

Tel: 44-71-8367755
Fax: 44-71-3791167
Telex: 051-262115

UNITED NATIONS

Permanent Representative of the Republic of Zimbabwe
128 East 56th Street
NEW YORK 10022

Tel: 1-212-9805084
Fax: 1-212-7554188
Telex: 023-225992

Other countries covered—USA and Latin America.

ZAMBIA

High Commission of the Republic of Zimbabwe
4th Floor, Ulando House
Cairo Road
P.O. Box 33491
LUSAKA

Tel: 260-1-229382/3

Fax: 260-1-227474

Telex: 0902-45800

5. The following are Zimbabwe's Diplomatic Missions abroad where the Ministry has not yet opened Trade Missions.

ANGOLA

Embassy of the Republic of Zimbabwe
Edificio Secil, 11th Floor
42 Avenue 4 De Fevereiro
Caixa postal 428
LUANDA

Tel: 244-2-332337/8/9

Fax: 244-2-332339

Telex: 0991-3275

CHINA

Embassy of the Republic of Zimbabwe
No. 7 Dong San Jie
San Lie Tun 8
BEIJING

Tel: 86-1-5323665/5323795

Fax: 86-1-532583

Telex: 085-22671

CUBA

Embassy of the Republic of Zimbabwe
Caley 3y 10
Miramar
LATTANBANA

Tel: 53-7-227-837/227857/296880

Fax: 53-7-332720

Telex: 028-512565

ETHIOPIA

Embassy of the Republic of Zimbabwe
House of No. 007
Higher 17
Kebele 19
P.O. Box 5624
ADDIS ABABA

Tel: 251-1-613872/7
Fax: 251-1-6133476
Telex: 0989-21351

ITALY

Embassy of the Republic of Zimbabwe
via D. Chelini 3
00197 Roma
ROME

Tel: 39-6-8081706/7
Fax: 39-6-8081716
Telex: 6201782 ROMI

NIGERIA

High Commission of the Republic of Zimbabwe
10 Tiyaniyu Savage Street
Victoria Island
P.O. Box 50247
Ikoyi
LAGOS

Tel: 234-1-619328
Telex: 234-11-ZLANG

PORTUGAL

Consulate of the Republic of Zimbabwe
Avenida Almirante Gago
Coutinho

No: 56-6-ESQ
1700: LISBON
Tel: 802091/8472401

SENEGAL

Embassy of the Republic of Zimbabwe
Avenue K. M. 6 Cheik Anta Diop
P. B. 15153
Fann
DAKAR

Tel: 221-230325/222135
Fax: 221-258959
Telex: 0906-61231

TANZANIA

High Commission of the Republic of Zimbabwe
5th Floor New Life House
Jokoine Drive/Ohio Street
P.O. Box 20762
DAR-ES-SALAAM

Tel: 255-51-46259
Fax: 255-51-46266
Telex: 0989-41386

UNITED STATES OF AMERICA

Embassy of the Republic of Zimbabwe
2852 McGill Terrace
N. W. Washington D. C.
20008
WASHINGTON D.C. 20009

Tel: 202-332-7100
Fax: 202-4839326
Telex: 023-248202

YUGOSLAVIA

Embassy of the Republic of Zimbabwe
9 Perside Milenkovic
Senjak
P.O. Box 856
BELGRADE

Tel: 381-11-647047/647058
Fax: 381-11-647058
Telex: 062-11925

COMPILED BY:
CO-ORDINATION SECTION
12th March, 1996.



CZI

CONFEDERATION OF
ZIMBABWE INDUSTRIES

THE

**VOICE OF
INDUSTRY**

WHAT IS THE CONFEDERATION OF ZIMBABWE INDUSTRIES ?

The Confederation Of Zimbabwe Industries (CZI) is an independent, self-financed, legally constituted organisation that serves members mainly by speaking out on their behalf and generally representing their interests. The primary purpose of the organisation is to ensure that there is a viable financial and economic environment within which Industry can operate effectively, prosper and contribute to national wealth and development.

It is a major objective of the Confederation of Zimbabwe Industries to promote a competitive, minimally regulated business environment in Zimbabwe in which sustained development is possible.

The Confederation is an essential source and conduit of information about manufacturing for the sector itself, service industry, Government, potential investors and the media.

CZI is an important source of information and advice for its members, with communications being directed at its members in relation to their business needs and the general business/economic environment.

OBJECTIVES

- ⇒ to promote and protect the interests of members in their endeavour to engage in profitable business;
- ⇒ to present the views of members to, and to co-operate with and whenever possible, to support the Government of the day, local authorities and any other bodies associated with and essential to industry and the business community as a whole;
- ⇒ to collect, process, disseminate and make available statistics and any other information on any matters concerning or affecting business;
- ⇒ to encourage and promote membership of the Confederation;
- ⇒ to be responsive to changes in terms of its membership on an interactive basis, with regard to matters related to industry for subsequent translation into policies;
- ⇒ to ensure that the organisation is adequately financed in order to operate effectively within the parameters determined by the National Council of the Confederation.

SERVICES

Services can be divided into two broad categories:

A Standard Services which are regularly maintained and available to members but up-dated from time to time are:

- ◆ Representation/Lobbying/Communication of industry's interests
- ◆ Economic analyses and advisory services; These include surveys which analyse industrial trends; distribution trends; financial trends etc.
- ◆ Information on day-to-day business needs, which will cover a broad range of topics, includes:
 - ◇ exports and general trade issues
 - ◇ taxation
 - ◇ environmental issues
 - ◇ municipal by-laws
 - ◇ infrastructure
 - ◇ labour issues
 - ◇ training
- ◆ CZI encourages and facilitates world-class management practice amongst its members.
 - ◇ Labour relations, labour matters and wage negotiations;
 - ◇ Secretarial, Accountancy, Economic and Marketing Services for the component association members of the CZI;
 - ◇ Trade and Investment promotion and facilitation;
 - ◇ Liaison with other business-support organisations in relation to advisory, technical and financial support beneficial to CZI members;
 - ◇ The CZI receives a wide range of information from many different countries, the value of which cannot be quantified. These are collated and can be obtained through the CZI Tender (& Trade) Bulletin, the Industrial Review, the Economic Update, the Business News and other CZI bulletins.

B Specific projects with specific targets and possibly a limited duration. These currently are:

- The Business Linkages - Subcontracting Project designed to facilitate a rationalisation and improvement of company operations by the divestment of non core activities to Small/Medium Scale entrepreneurs.
 - Working with Government and other partners to improve regional trade through the Cross-Border Initiative.
 - Subsidised Trade Fair participation at German and other Trade Fairs from time to time.
-

- Market information on training programmes and industrial project financing.
- Joint venture and Trade and Investment promotion.
- Dissemination of information relating to international short-term or long-term expertise or any other assistance.
- In co-operation with Industrial Associations, specific sectorial support programmes can be organised, such as environmental, productivity and quality improvement, product improvement, etc.
- The Economic Reform Programme (ESAP & ZIMPREST) conference series which have facilitated major input from the private sector together with important dialogue with Government.
- Conferences and seminars on a variety of topical issues such as energy, water, electricity, trade, small industry development, environment, value added tax (VAT), tariffs and telecommunications.
- The re-establishment of the labour and legal service for members.
- The establishment at Head Office of a professional position to develop a database on economic and other information relating to industrial associations.
- The upgrading of Head Office staff to improve service delivery.
- The establishment of regular contact with Members of Parliament, together with on-going contacts with Ministers of various Government Departments.

CONFEDERATION OF ZIMBABWE INDUSTRIES

HEAD OFFICE

**PO Box 3794
4th Floor Fidelity Life Tower
Harare
Zimbabwe**

**Tel:(263 - 4) 772763/7
772666/7
Fax:(263 - 4) 750953
Telex:22073 ZW
E-mail:czi@mango.zw**

REGIONAL CHAMBERS

**Manicaland Chamber
91 - 3rd Street,
Tel (120) 61718
Mutare**

**Mashonaland Chamber
Tel (14) 772763/7
Fax. (14) 750953
Harare**

**Matabeleland Chamber
104 S. Parirenyatwa Street
PO Box 2317
Tel. (19) 60642, 71281
Fax (19) 60814
Bulawayo**

**Midlands Chamber (Kwekwe)
Tel. (155) 3935**

Links

Vol. 1 No.

ZEDP launches Website!

Attention all you "Net surfers"! ZEDP now has a Web site on the Internet. This means that anyone browsing the Web for information on Zimbabwe will also find references to ZEDP and its activities. This latest global communications tool will provide even greater opportunities for SMEs in Zimbabwe.

Mr Williams explains: "Our new Web site will certainly enhance the possibilities for linkages at both domestic, regional and international levels. Furthermore, anyone looking for opportunities for joint ventures, agencies and distributorships world-wide can find this information on the Web.

"ZEDP will also be using the Web for helping SMEs to source equipment. By making inquiries through the Web, we can provide SMEs with lists of suppliers. Any SMEs who are interested in this service should contact the ZEDP office in Harare."



ZEDP Links with Women Entrepreneurs

The Zimbabwe Enterprise Development Programme (ZEDP) was invited to attend the Women's Multi-million Dollar Round Table (WMDRT) 13th members meeting, held at the Holiday Inn Crown Plaza in Harare at the beginning of May.

The aim of WMDRT is to open up the economic and business forum to women, and help members to meaningfully participate in the mainstream of economic activity in Zimbabwe. The group was set up in February 1996 and now has a membership of over 2000 women nationwide. All WMDRT members are shareholders of Women Investments Zimbabwe Ltd (WIN), a company registered under the Companies Act (Chapter 190). WIN undertakes financial investments on behalf of WMDRT members.

At each monthly members meeting, WMDRT plan what they will invest in as a group through WIN Ltd and learn about some of the support organisations available to help their small businesses. In May's meeting, members were informed of the progress of investments planned with two Malaysian companies, following a visit to Malaysia by some of the group members.

WMDRT has signed two franchise agreements, with Tres Chic (embroidery) and Romel cosmetics. To start the Romel project, the group needs to raise \$400 000. Members were asked to contribute \$250 each, to cover the cost of office equipment, administration and the purchase of stock. All members will then become share holders through WIN Ltd. Furthermore, the products will be sold by members, so those who do the selling will benefit further, from a 20% commission on their sales.

The Tres Chic embroidery franchise was a more expensive venture. The \$10 million project cost will be financed \$3.5 million from members and \$ 6.5 million from a loan.

After the business progress reports, Abigail Magwenzi, secretary general, introduced Mr Stephen Williams from ZEDP. Mr Williams is a specialist in small to medium scale enterprises. He introduced the members to ZEDP and then talked about the Small Business

Expo '97 and the ZEDP Computer Workshop.

"ZEDP was founded in 1996 in conjunction with CZI, funded by USAID and NORAD, in order to create markets for small to medium scale business in Zimbabwe", explained Mr Williams. "The project works with large organisations, to find opportunities for them to sub-contract their non-core activities to small business. The objective is to make the large organisations more streamlined and thus more profitable, and to help SMEs gain new business and create more jobs."

Mr Williams acknowledged that there was a vibrant, innovative and hard-working small business sector in Zimbabwe, which could be given a real boost by ZEDP: "The project aims to join these small businesses up in mutually beneficial linkages with large organisations, with the help of our extensive database. Any registered business is invited to join the scheme for a fee of \$100. ZEDP has so far been instrumental in formulating 22 successful linkages in Zimbabwe, with over 70 others in negotiation."

After telling members about the Small Business Expo to be held on June 18-20th, 1997, Mr Williams went on to speak about an innovative new computer course run by the ZEDP. The one day course, at the end of May, was aimed specifically at small businesses and introduced the general basics of computer accounting, word processing and spreadsheet programming. (See Diary section for a full review of the ZEDP Computer Workshop.)

After his speech, Mr Williams was on hand to give out literature about ZEDP and the Small Business Expo. He also helped those who were interested apply for registration on the ZEDP database.

Those Links readers who are interested in joining the Womens Multi-Million Dollar Round Table should contact Mrs Abigail Magwenzi on Harare 790031 or P O Box UA 263 for further details.

Linkages In Action

At the beginning of May, Nemaks Construction was successfully linked with Board Longyear/Samuel Osborn (BL/SO) in Bulawayo, to build a concrete pad for a machine installation.

ZEDP visited BL/SO and identified the opportunity for subcontracting some of its construction projects to a smaller company. From the ZEDP database, two suitable companies were found, and it was eventually Nemaks Construction which was selected for satisfying all of BL/SO's criteria.

Mr Newton Mlotshwa, Managing Director of Nemaks Construction commented: "We suggested that the concrete pad site be properly prepared and that the concrete be reinforced. BL/SO took on our recommendations, and we did the grading and site preparation during the week and actually poured the concrete during the weekend in order to minimise disruption at BL/SO."

The pad was approximately 18 square metres and required a crew of about 10 people to finish the job. The value of the pad was about \$5 500.

Mr David Lowe from BL/SO added: "We were very pleased with the finished pad. Nemaks Construction more than met all of our requirements and they were quick to finish the job. We are now looking at further construction projects with Nemaks to maintain this successful linkage."

Entrepreneurs International

Entrepreneurs International is a training initiative sponsored and funded by USAID. This programme seeks to increase the involvement of the US private sector in international development by establishing direct linkages between American businesses and developing country entrepreneurs. Countries eligible to send entrepreneurs from the Southern Africa region include Zimbabwe, Zambia, Botswana, South Africa and Mauritius.

Alan Dickie, Project Director of ZEDP, has been asked to join the selection committee for Entrepreneurs International. Commenting on this latest training initiative, he said: "It is a great privilege to have been asked to help with the selection process of entrepreneurs from Zimbabwe. I believe that this new responsibility represents international recognition of the valuable work which ZEDP is doing with the formation of business linkages between SMEs and large scale organisations in this country. I hope now that small business practitioners will have even greater opportunities open to them not just locally, but internationally."

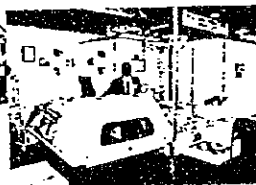
Entrepreneurs International will match selected business people with US host companies for short-term practical training and will pay for their expenses. Eligible entrepreneurs will be owners and senior level managers of SMEs, in a wide range of business sectors, such as tourism, engineering, health, finance and small scale manufacturing. They should be looking for executive skills training to expand and improve their businesses, and want to learn about American styles of management, marketing, production and technology.

For additional details on Entrepreneurs International and how you can apply for selection, contact Stephen Williams or Alan Dickie on Tel: Harare 772666/ 772763/ 781905.



DIARY

Small Business Expo



The Small Business Expo, to be held from 18-20 June, at the Harare Showgrounds, is the ideal forum for some of the most dynamic and innovative SMEs in Zimbabwe to show off their products and services to a diverse business audience.

At last year's exhibition representatives from large scale organisations, such as Anglo American, PG Timbers, Nestle Zimbabwe, Lourho, Rio Tinto and many others were present. This year an even greater attendance is expected.

Not only will Small Business Expo '97 give participating SMEs the chance to showcase their products and services, but participants will also be able to explore new market

opportunities, network with large scale organisations and create possible linkages with potential buyers and suppliers.

The Small Business Expo '97 will be open from 9.00am to 5.00pm daily. We look forward to seeing you there.

During the Expo, there will also be daily business conferences. A speaker will present the issues related to the topic of the day, followed by an opportunity for attendees to sign up for short meetings with sponsoring organisations. The business topics will include :

DAY 1 Linkages: Subcontracting & outsourcing. The benefits, and how to start.

DAY 2 Import/Export: Learn how to import or export for your business.

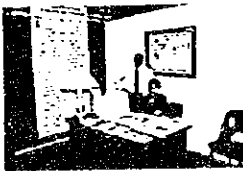
DAY 3 Franchising: The opportunities available, and how to finance a franchise.

Zimbabwe International Trade Fair



The 20th Zimbabwe International Trade Fair took place from 22-27th April 1997 in Bulawayo. This year, as a consequence of ZEDP's involvement on the Management Committee, there was a strong emphasis on small businesses. A separate hall (Hall 2) was given over to SMEs and relevant support agencies, such as BESA, Barclays Small Business Unit and Zimtrade.

Mr Mutasa, Small Business Advisor from Barclays commented on this new initiative : "The concept of housing SMEs in one hall was an ideal arrangement because their presence at this year's ZITF was far more visible, as they were not overshadowed by large, established companies. Also, potential customers, both local and foreign, found it easier and quicker to do business, while exhibitors had the chance to make other small business contacts."



ZEDP operated from the CZI stand, in Hall 4, where it handled inquiries by both small and large scale organisations, and registered more than 20 SMEs on its linkage database during the exhibition. The highlight of the exhibition for ZEDP, however, was a visit to the stand by His Excellency Cde. Robert Mugabe and His Excellency the President of Kenya, Daniel Arap Moi who asked about the progress of the programme over the last year.

Computer Workshop



Mr Stephen Williams

On 27th May 1997, ZEDP ran a computer workshop for small businesses. The workshop was designed to help small scale businesses get to grips with computer technology in their own work places.

The workshop demonstrated the basic hardware which was available, and then went on to deal with specific software packages for small businesses including basic computer accounting and spreadsheet programmes. The course was well attended by twenty different businesses, including manufacturing, engineering, retailing, design, insurance and transport companies.

Representatives from computer companies based in Harare attended the course as speakers, giving participants an insight into the latest technologies and how they could be applied.

Mrs Michelle Langeveldt from Chips Computers gave a talk and interactive demonstration on SOHO Pastel, a computer accounting package specifically designed for small businesses. This programme is a simplified version, ideal for non-accountants and those who had had little prior knowledge of computers. Hi-Tech Computers were also on hand to give a hardware demonstration and then to answer questions.



Mrs Langeveldt

Mr James Dzingai, Managing Director of Montrose Motors in Gweru, commented:

"This course was my first introduction to computers. We buy and sell spare parts as well as panel beating and spraying. I think our main applications will be for customer records, as well as a database for all our spares. In the future we will look at accounting too. Computers are being used increasingly in all areas of business. We want to keep up with technology and try to stay one step ahead of our competitors."

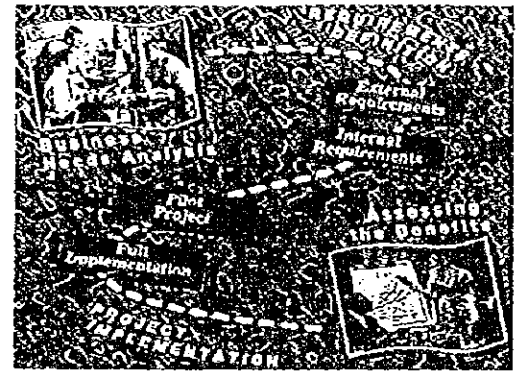


Internet Demonstration

During the course, participants were also given the opportunity to purchase their own Pentium computer, laser printer, software package (such as Lotus SmartSuite) and further training, with the aid of a package developed by ZEDP in conjunction with CF Tulley and the Zimbabwe Development Bank's Technical Assistance Fund.

Mr Stephen Williams, from ZEDP, explained to participants how the finance package for the computer equipment would work: "The total cost of the computer package, plus training, will be around \$35 000. A deposit of 10% of this amount is required as a down payment, then monthly repayments can be made for the outstanding amount at only 2% interest per annum. Participating companies will have 12 months to repay the full amount."

How a Business Linkage Works



Business needs analysis:

Experts from ZEDP will assess your business needs, highlighting the areas where sub-contracting is an option.

Requirements Definition:

After an agreed period (usually six months) ZEDP will withdraw, but be available on a referral basis.

Pilot project:

ZEDP assists in defining specific linkage requirements and in matching large organisations with the most suitable SME.

Full Implementation:

Over an agreed period, the companies involved will enter a carefully monitored test linkage.

Assessing the benefits:

ZEDP will monitor the progress made and evaluate the success of each linkage. The emphasis will be on cost reduction and improved efficiency for the large corporation and increased turnover and job creation for the SME.

Once a mutually beneficial arrangement has been established, the linkage will be implemented.

Names of SME's who joined the ZEDP in both Harare and Bulawayo in the months of April and May.

- | | |
|------------------------------------|---|
| 1. D-Lab Communications | 28. Size Investments |
| 2. Zimbush Tours | 29. Muhlwa, Masuka & Mthambo Partners |
| 3. Image Makers | 30. CMS Leatherwear |
| 4. Dieselink | 31. Propex (Pvt) Ltd |
| 5. Globix Zimbabwe Corporation | 32. Ramvillia Investments |
| 6. Head Hunters Incorporated | 33. Linkhold Supplies |
| 7. Eru Investments | 34. A&B Medical Equipment Supplies |
| 8. Ultra Parts | 35. Indravadan Shah |
| 9. PJ White & Sons | 36. Clyma Chemicals |
| 10. S M Kudinha Transport | 37. Famvo Pigs Inc. |
| 11. Casmic Engineering | 38. Madam Rosa Fashions |
| 12. Itachi Enterprises | 39. Mordoric Marketing |
| 13. Shangwa Agencies | 40. Marlee Sweet Cooks |
| 14. Kuedza Cash Generating Project | 41. Spic and Span |
| 15. Mzingeli Tours & Safaris | 42. Direct Tours |
| 16. G&B Afrikanst | 43. Aylesbury Sweets |
| 17. Capital Resources | 44. Zimcan Security |
| 18. Parts-N-Parts | 45. Telecontract |
| 19. Topshafi Engineering | 46. Ronce Garden Services |
| 20. McDonald Electrical | 47. Ten Agencies |
| 21. City-Line Co-op | 48. H&G Consultancy |
| 22. Viv's Construction | 49. Translingua (Pvt) Ltd |
| 23. Meki Auto Electrical | 50. Jesse Manasseh Associates |
| 24. Nkhoza Business Consultants | 51. Snowcap Enterprises |
| 25. Extension Service | 52. Kings Computers & Consultancy Service |
| 26. Ragu Industries | 53. E&I Designers |
| 27. Customs & Freight Services | |

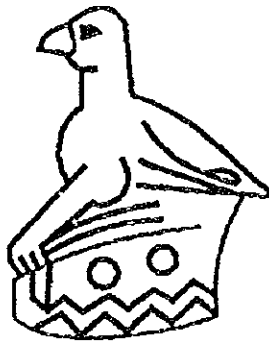
Linkage Opportunities exist in the following areas:

Farming Ventures
Boiler Installation and Service
Rural Distribution of seed packs
Guest Supplies
Heavy Machinery
Heidelberg Presses
Seed Waste collection
Canteens
Transport
Screenprinting
Industrial Cleaning



Harare: Stephen Williams, P.O. Box 3794, Tel: 772666/ 772763/ 781905, Email: links@harare.africa.com.
Bulawayo: Charles Dahlstrom, Industry House, 104 Samuel Parirenyatwa Street, P.O. Box 2317, Bulawayo, Tel: 60642, Email: czizdep@hyo.zol.co.zw.

SMALL ENTERPRISES DEVELOPMENT CORPORATION



SEDCO

THE PREAMBLE

This brochure has been prepared to explain the way forward for SEDCO which is on the road to privatisation and/or commercialisation. SEDCO is proud to be a viable investment opportunity for would be investors willing to participate in its future share issues.

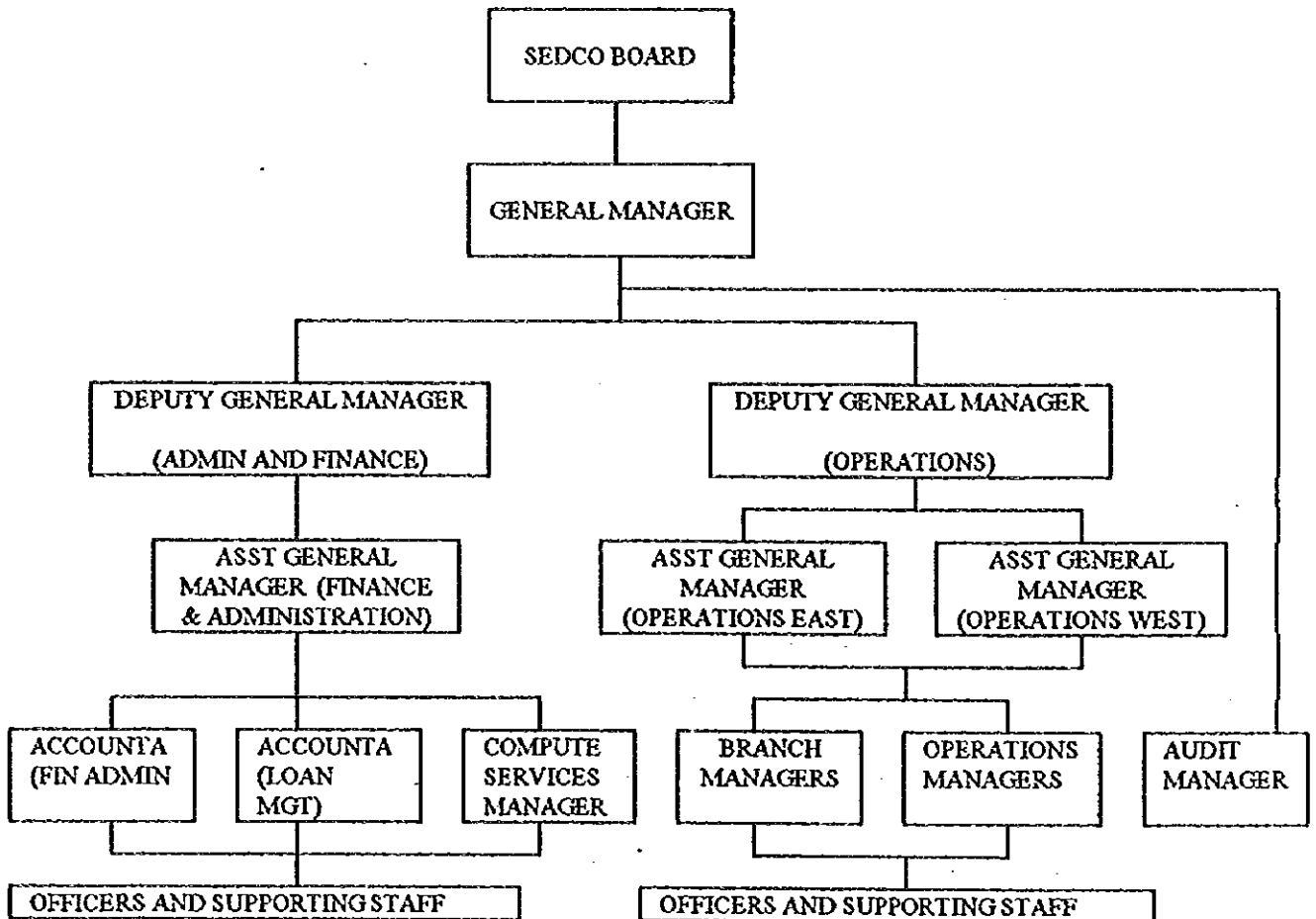
The Small Enterprises Development Corporation (SEDCO) is a development finance institution established through an Act of Parliament in 1983. It is wholly owned by the Government of Zimbabwe and falls under the Ministry of Industry and Commerce. SEDCO's main functions are to encourage and assist in the development of small and medium enterprises by providing financial assistance, management counselling and training, information and advice and to advise the Minister on all matters connected with the development of small and medium enterprises.

SEDCO'S MISSION STATEMENT

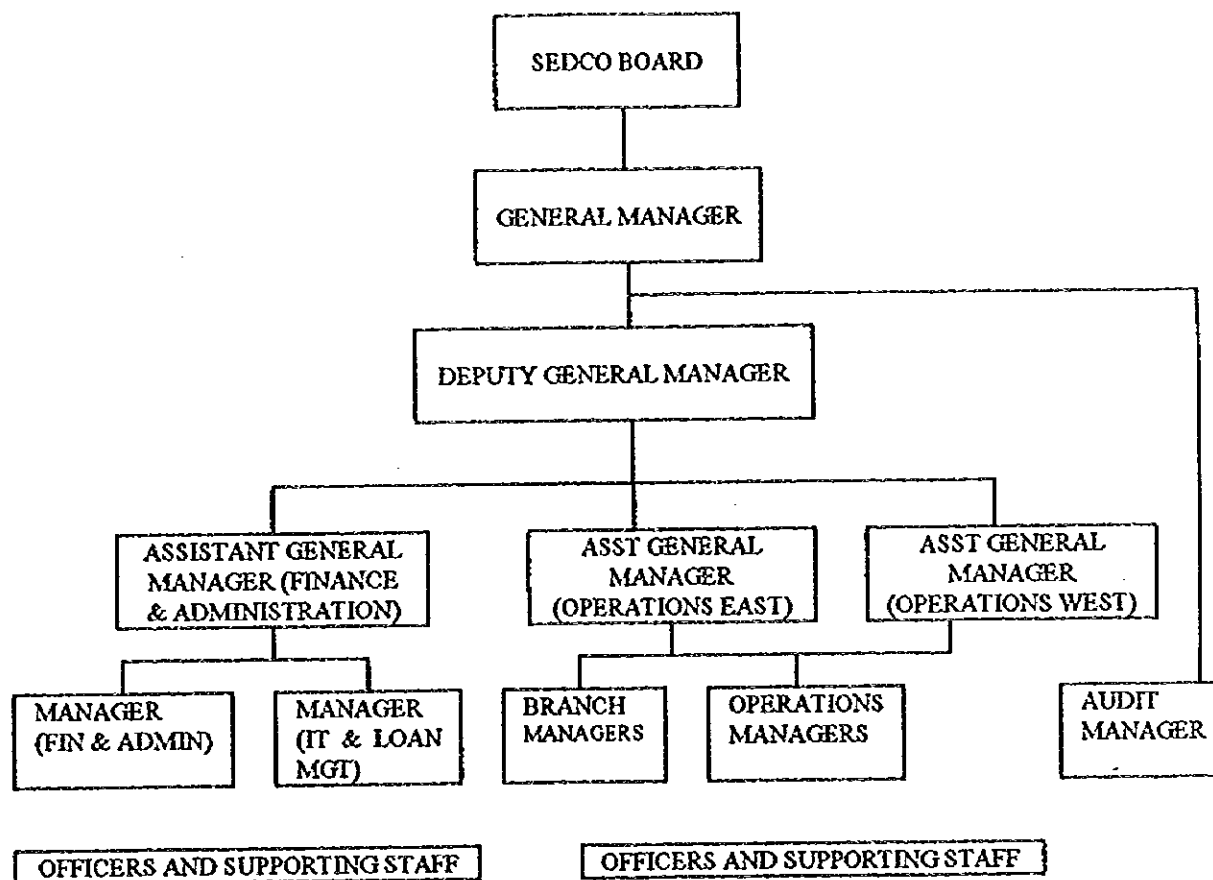
SEDCO is a centre of excellence and innovation staffed by a team of professionals committed to spearheading the development of viable enterprises by providing a unique and accessible client oriented package of financial assistance, counselling and related support services with the objective of realising a reasonable return and growth on investments.

ORGANISATIONAL STRUCTURE

EXISTING STRUCTURE



PROPOSED STRUCTURE



SEDCO'S OBJECTIVES

SEDCO's objectives, among others are to:-

- * promote and facilitate the development of commerce and industry in Zimbabwe's rural areas and towns;
- * create more employment and wealth generation for people living in economically depressed areas;
- * sustain economically viable enterprises;
- * foster self-reliance and greater participation in economic life by the majority of Zimbabwean nationals through small scale enterprises;
- * stimulate and increase exports from the small enterprise sector;

FUNCTIONS OF THE CORPORATION

FINANCIAL ASSISTANCE

General

SEDCO advances financial assistance to co-operatives, private limited companies, partnerships, sole proprietors and micro-entrepreneurs (informal sector) in commercial, construction, manufacturing, service and agro-based projects provided they meet SEDCO's lending criteria. The beneficiaries should be Zimbabwean citizens ordinarily resident in Zimbabwe who should not be less than eighteen years old and already operate or wish to set up a business enterprise.

Although the definition of a small enterprise may be given from time to time by the Corporation, an enterprise employing not more than fifty permanent people should qualify as a small enterprise.

SEDCO Funding

SEDCO is funded by the Government of Zimbabwe capitalisation, donors like CIDA (Canadian International Agency For Development) United States Agency for International Development (USAID), Austrian Development Agency (ADC), and Lines of Credit such as the World Bank, Social Dimensions Fund and the PTA Bank.

SEDCO has also received technical assistance from the United Nations International Development Programme (UNIDO), CDG (Germany), World Bank, CIDA and ADC (Austria).

Types of Loans Available

Short Term Loans

These are repayable over three years and are normally be granted for financing working capital requirement which includes inventory, salaries and wages for a specified period and any other approved expenditure.

Medium Term Loans

These are repayable over five years and are for financing working capital requirements and equipment.

Long Term Loans

These are repayable in between five to ten years and are usually granted for financing working capital, equipment and fixed capital (land and buildings) requirements

Micro-Finance Loans

These are informal sector loans given under SEDCO's group lending scheme. The maximum per individual in a group is currently \$5 000.00 repayable over twelve months and the minimum number of individuals per group is three.

Interest Rates

SEDCO charges competitive interest rates for its financial services. Currently, it is charging twenty five percent for its main portfolio loans and twenty seven percent for micro-finance loans that are usually lower than the average market rates.

Lending Criteria

Entrepreneurs may more readily secure SEDCO's financial assistance if they contribute at least fifteen percent of the total project's cost as equity. This can be either in cash or in kind. Collateral, although not a pre-requisite, may be required.

Before setting out to evaluate a project, the Corporation requires a complete application which includes a bankable business proposal, records of a business' past performance or projected performance of a new business and any other documentation which might assist in the project's appraisal.

In evaluating projects, commercial viability must be established as a pre-requisite. In addition, other developmental criteria and measures are considered with some weighting given to such attributes as social and economic desirability of the project. These attributes include employment creation and skills development; decentralisation of economic activities, technological advancement, utilisation of local resources and export promotion,

EXTENSION SERVICES

SEDCO offers the following services to its loan and non-loan clients;

Project Identification and Development

This service seeks to identify investment opportunities. Identified projects are offered to interested entrepreneurs who will be assisted financially and technically should they need such assistance.

Management Training and Counselling

Management Training is provided by SEDCO personnel in a classroom situation. The programme covers courses in Record Keeping, Inventory and Cash Management, General Business Management, Legal Obligations of a Business and Costing for Manufacturers.

Management Counselling is a comprehensive service providing counselling in various functional areas of an enterprise on a one to one basis. It is provided by SEDCO personnel and/or or retired executives under the Corporation's Consulting Assistance to Small Enterprises (CASE)

Entrepreneurial Development Programme

The programme motivates and assists potential entrepreneurs to start business on the right footing. It is designed to equip potential entrepreneurs with skills necessary for project preparation, planning and implementation in order to minimise the mortality rate in business start-ups and expansions.

Accounting and Secretarial Services

SEDCO provides company registration services in addition to the preparation of final accounts for small businesses and partnership agreements.

Technical Skills Upgrading

The programme offers a variety of support services designed to equip entrepreneurs with practical skills essential for their day to day operations. The programme offers courses in motor maintenance, welding and fabrication, turning and machining, carpentry, garment manufacturing, hair dressing and cookery.

**INTERIM PERFORMANCE RESULTS FOR NINE MONTHS TO
31st MARCH 1997 (UNAUDITED)**

STATEMENT OF INCOME

Income	\$41 491 189
Expenditure	\$32 088 149
Excess of Income / Expenditure	\$ 9 403 040

BALANCE SHEET AS AT 31st MARCH 1997

CAPITAL AND LIABILITIES

REPRESENTED BY:

Capital Fund	\$166 737 071	Fixed Assets	\$ 10 173 466
Long Term Debt	\$ 98 216 279	Loan Portfolio (Net)	\$184 443 216
Current Liabilities	\$ 28 871 432	Investments	\$ 65 003 078
Managed Funds	\$ 57 920	Current Assets	\$ 34 205 024
Capital Employed	\$293 882 703	Managed Funds	\$ 57 920
		Employment of Capital	\$293 882 703

CAPITALISATION

SEDCO is currently capitalised up to +/-Z\$185 000 000 (one hundred and eighty five million Zimbabwean dollars) from a humble Z\$2 000 000 in 1985. The ideal and proposed capital base is Z\$500 000 000 which has already been considered and approved by the National Planning Commission.

STEPS TO CHANGE THE STATUS OF SEDCO

The SEDCO Act has now been amended to allow for private sector investors to take up equity in the Corporation. The Government of Zimbabwe shall acquire 51% of the shares while the remaining shares will be floated on the market. The SEDCO board will have 11 board members comprising of 6 Ministerial appointees and 5 appointees from private shareholders.

LOCATION OF SEDCO OFFICES

- Head Office :** Third Floor Construction House
110 Leopold Takawira Street
P.O. Box 4520
HARARE
Telephone: 792821/5 or 751347
Fax 796228
- Harare Branches:** 1st Floor Sahiy House
Cnr Robert Mugabe Road and Angwa Streets
P.O. Box 4722
HARARE Telephone 753210/1
- Bulawayo Branch:** 701 Compensation House
Cnr Leopold Takawira Ave and Main Street
P.O. Box 597
BULAWAYO Telephone: 74871/2 or 79704
- Gweru Branch :** 1st Floor Development House
7th Street
P.O. Box 264
GWERU Telephone: 51231/4
- Mutare Branch :** 2nd Floor Norwich Union Centre
Herbert Chitepo Street
P.O. Box 1033
Mutare Telephone: 64076 or 64021
- Bindura Branch :** Shop No. 2 Thurlow Paddock
Main Street
P.O. Box 268
BINDURA Telephone: 6961 or 6947



JICA