

IFM NEWSLETTER

VOL. 3 NO. 3

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INSTITUTIONAL NEWS:

(I) ~~TFM~~ Retrenchment Concluded

In 1994, a meeting of the Executive Committee had on behalf of the Council resolved that the retrenchment exercise be conducted per Manpower Audit Report previously done and adopted by the Council.

Thereafter the Principal appointed an 8 member committee made up of four persons from management and a similar number from OTTU-Branch to negotiate a retrenchment deal. The Director of Personnel and Administration Mr. H. Madoffe was appointed the Chairman of the Committee.

The responsibilities of this committee were to:

- (a) Identify the retrenchment criteria.
- (b) Propose retrenchment benefits.
- (c) Prepare draft voluntary agreement.
- (d) Re-conduct a manpower audit on teaching & Library areas.

Negotiations started in August 1994 and were completed in December, 1994 culminating into agreement on:

- (a) Criteria for retrenchment.
- (b) List of retrenchees.
- (c) Retrenchment Benefits.
- (d) Draft Voluntary agreement.

The 91st meeting of the Executive Committee held on 26th January, 1995 approved the said agreement on behalf of the Council and directed management to go ahead with the registration formalities.

The voluntary agreement was then approved by the Minister of Labour after which an award was given by the Industrial Court effective 20/3/1995.

The retrenchment exercise was effected on 31/3/1995 whereby 81 IFM employees were retrenched as follows:-

(a) Cafeterial Services	-	40
(b) Hostel Services	-	18
(c) Estates & Building Dept.	-	7
(d) Finance Dept.	-	6
(e) Library Services	-	7
(f) Academics	-	2
(g) Office Services	-	<u>1</u>
		81
		<hr/>

On the retrenchment day each retrenchee was given a terminal letter explaining terms of the termination, a cheque for the first phase payments, a computer printout showing calculation of individual benefits and a copy of the voluntary agreement.

The exercise has cost shs.73 million this far. The balance of about shs.20 million will be paid during the second trunch on or before September, 1995. The second trunch payment relate to a present of shs.3,000/= for each year an employee served IFM and 12 month's medicare and transport allowance (shs.14,000/= in total).

In our assessment the retrenchment exercise went on very smoothly and it was executed neatly. So far we are aware of only two complaints from the two retrenched academic staff who have expressed their intention to seek redress from the Industrial Court. They have not, however indicated the basis of their complaint. Management is confident that it will successfully defend itself since a lot of pains were taken to adhere to all the known legal procedures and practices and fairness and equity prevailed in the execution of the exercise.

ii. 1995/96 IFM TENDERS ADVERTISED:

The 1995/96 tenders were advertised in the Daily News and Uhuru newspapers in mid April. These tenders related to supply of stationery, printing, servicing of air-conditioners and computers, pre-qualification of contractors for maintenance of IFM buildings and estates, servicing of fire extinguisher and supply of staff uniforms.

It is intended to open the said tenders before the end of May, 1995 and to award the same during the first week of June in good time for the successful bidders financial year begins.

iii. IFM PRIVITIZED CAFETERIAL STARTS BUSINESS

Following the cost-sharing policy of the Government, hereby students are inter alia, obliged to pay for their own meals, it became necessary for IFM to privatize and commercialize its cafeteria.

Accordingly tenders were floated for contractors to run the Cafeteria. One Mohamed Rashid who happens to have restaurants at Ilala and Kariakoo won the tender. He started business on 1/5/1995.

After the IFM Cafeteria was closed forty staff working there were retrenched. The new cafeterial contractor engaged twenty of these former IFM workers - 10 cooks and 10 waters/waitresses.

Well, IFM is also having its own "mageuzi".

iv. FILMUP VISITOR

The Filmup Task Manager M/S D.E. Morin visited Tanzania from 17th to 21st April, 1995. One of the objectives of her visit was to familiarize herself with project activities, organizations which benefit under FILMUP arrangements and her donors who are involved in the project implementation. M/S Morin held discussions with the Institute's top Management on 19th April, 1995 on the progress of a range of activities under FILMUP.

i. FROM THE ACADEMIC DESK:

7. MSc. Programme Starts in June

The MSc. programme is scheduled to be launched on June 6, 1995. According to the Director of the programme, Prof. C. Inyangete, classes will start officially on June 7, 1995.

It is expected that the Chairman of the IFM Council and Governor of the Central Bank, Dr. Idris Rashidi will officiate the launching.

ii. IFM ORGANIZES TAX SEMINAR

On March 28 - 30, 1995, the Institute organized a tax seminar on issues that had direct impact on economic recovery. Presentations were made by experts in the various areas and Tax experts contributed their own quota. The areas covered were:-

- 1) Agriculture and agro-allied industries.
- 2) Manufacture and agro-allied industries.
- 3) Tax incentives as means of economic survival.
- 4) Tax administration -
 - a) Ambiguities in the Taxes Acts.
 - b) Direct Taxation
- Problems and Prospects.
 - c) Indirect Taxation - Problems and Prospects.
- 5) Case Studies -
 - a) Problems facing the Petroleum industry
 - b) Social security Schemes in Tanzania

The Tax Seminar was well attended by the public. It was declared open by the Honourable Minister for Finance, Hon. Jakaya Kikwete MP and it was closed by the Deputy Principal Secretary in the Ministry of Finance Mr. C. Mtaremwa...

The Seminar was given the due attention by the news media.

The seminar was made possible by contributions from TPDC, BOT, NPT, NIC, Postal Bank, TCC, NASACO, NCB, Tanzania Breweries and TIB and directed by a senior faculty member of the Institute, Mrs. M.T. Babington-Ashaye.

It was a pleasant surprise that all the inputs and efforts which span over a period of ten months before the Seminar, were crowned with success.

Copies of the Communique issued at the seminar are available in the IFM Library for the public use.

iii. ON SHORT COURSE IN COMPUTER APPLICATION IN UK:

Six members of the Institute's staff left for the United Kingdom on 22nd April, 1995 to attend a five weeks short course on Computer Applications. The six staff members are:-

1. Mr. F. Mutasa
2. M/S B. Malambugi
3. Mr. M. Dedes
4. M/S M. Tulli
5. M/S A. Shio
6. Mr. A. Mwandenga.

Sponsored under the FILM-UP project, they are expected back on 30th May, 1995.

COMPUTERS AT THE IFM

The Institute of Finance Management, in its endeavors to keep-up with Information Technology, has acquired and set-up 52 Microcomputers on fourth floor - old building complex. The set-up is ear-marked to serve the students as well as members of staff. This is in addition to four IBM Pcs and Horse printers acquired earlier for office use.

The hardware configuration includes two high capacity microcomputers which will be deployed as controllers for a network comprising the 52 microcomputers. In addition to this, there are 50 microcomputers of a lesser capacity which will form nodes on the network, to be operated under the supervision of the network controlling computers. To get more from these microcomputers, it was necessary to select a configuration which provides a capability of independent operations. In other words, the node microcomputers were configured with enough capacity to operate as standalone computers.

Peripheral devices include printers and power supply equipment. Two types of printers are provided; Dot Matrix Printers and Laser Printers. The Dot Matrix Printers will be used for producing draft prints, whereas the Laser Printers will be used for producing final prints. This is an area which needs care in that copies produced from printers are usually more expensive than copies produced from photocopies.

For that matter, users will be required to make a single copy which they may photocopy when necessary. All users are aware that there are plenty of photocopiers, however there are very few printers around.

The stage of development attained so far is the setting-up of two fully air-conditioned rooms: one with 20 microcomputers for training of students, and the other with 4 microcomputers for staff use. Two rooms yet to be air-conditioned and hence not quite ready for use; one with 20 microcomputers for training of students, and the other with 4 microcomputers for staff use. The installation of the network is yet to be done.

No hardware will operate without the associated software. As an academic institution expecting a large customer base with differing requirements, the IFM has a large assortment of software packages. These include Word Processing Packages (Word Perfect, Microsoft Word and AmiPro), Spreadsheet Packages (Lotus 123, Microsoft Excell and QuatroPro), Database Management Packages (dBase V, Paradox V, Microsoft Access, and Lotus Approach), Statistical and project Management Package (SPSS and Havard Project), and Utility and Productivity Packages (PTools, Micro-Focus COBOL, Borland Turbo-Pascal DOS and Windows).

Members of staff are free to make use of Staff Lab-2 during office hours. Booking of the computers will be necessary when demand for the facilities increase. There is very little technical support available to the users due to the continuing installation work, however more support including group training sessions will be available at the end of the installation work.

Students training is available in Room 408 Computer Lab 1 during office hours. Use of the facilities beyond the office hours can be arranged, however regular IFM students training will not enjoy this privilege.

The future opening hours of the Computer Labs is anticipated to follow the same pattern as for the Library Services, i.e. from 7.30 a.m. to 10.00 p.m.

3. STAFF NEWS:

CONFIRMATIONS AND PROMOTIONS

The SDDC meeting was held on April 1995. During that meeting the followings staff was confirmed:

- . Mr. I. Mrutu as Senior Artisan Gr. I with effect from 30th March, 1995.
- . Ms. R. Mwanjali as Personal Secretary Gr. III with effect from 8th November, 1994.
- . Mr. Chakachimu as Senior Office Attendant Gr. I with effect from 30th February, 1995.
- . Mr. L. Masimbani as Senior Office Attendant Gr. II with effect from 30th March, 1995.
- . Mr. J. Gaganija was Senior Office Attendant Gr. II with effect from 30th March 1995.

- . Mr. S. Boffi as Senior Office Attendant Gr. II with effect from 30th March, 1995.
- . Ms. C. H. Mkumbo as Senior Office Attendant Gr. II with effect from 30th March, 1995.
- . Mr. M.A. Tibirikirwa as Senior Office Attendant Grade II with effect from 23rd December, 1994.

All the above confirmations relate to employees in the Directorates of Personnel and Administration as well as Finance.

In the Directorate of Studies the following staff were confirmed:

- . Mr. J. Kihanda as Tutorial Assistant effective 11th November, 1994.
- . Mr. E. Kiwanga as Library Assistant Gr. I effective 30th March, 1995.
- . Mr. R. Majinge as Library Assistant Gr. I effective 30th March, 1995.
- . Mr. Y.A. Selle as Senior Lecturer with effect from 20th April, 1995.
- . Mr. N. Visram as Senior Lecturer with effect from 20th April, 1995.
- . Mr. B.T.M. Kaare as Lecturer with effect from 20th April, 1995.
- . Mr. F. Mutasa as Lecturer with effect from 20th April, 1995.

At the same meeting four promotions were recommended to the Council and approved by the Council during its 84th Meeting held on 16th May, 1995. These relate to:-

Mrs. Suma Kaare, Mr. C.D.N. Kasala and Mr. O. Urasa who were promoted from Assistant Lecturers to full Lecturers. Mr. P. Senzige was also promoted to Assistant Lecturer from his previous post of Tutorial Assistant.

4. STUDENTS NEWS:

IFMSO GETS NEW LEADERS

IFMSO elections were conducted on March 23, 1995. The elections were for the President and Vice President.

According to the results Mr. H. Gwiyama scored 109 votes becoming the President beating Messrs E. Magiri (94) H. Rusaka (80), P. Kabade (43), Andrew Modern (33), Katururu Kaluse (33) and Muura Lameck (4).

For the office of the Vice President, Mr. A.A. Khamisi scored 157 votes beating Messrs SomebFrank (114), Komba Augustine (52), Ndulane Francis (50) and Magabi Kennedy (21).

5. NEWS FROM THE LIBRARY

REORGANIZATION IN THE LIBRARY

In view of the recent staff retrenchment, the library management is reorganizing the library to synergize with the reduced workforce. Considering new developments in the Institute like introduction of the MSc. in Finance degree and Information Technology programmes dictate changes in the mode of operation of the library. The work in the library will now be divided into two main Departments namely:

1. Acquisition, Cataloguing and Periodicals which will operate at the new building library.
2. Lending, Special Reserve, Government Publication World Bank and Audio Visual activities will be conducted at the old building library.

The idea is to move the Periodical section down to the Acquisition and move special reserve section to the old building library in order to monitor borrowing procedures at one centre. This will facilitate the arrangements of shifts/duty time tables. Both libraries will operate simultaneously except for the new building library which holds acquisition cataloguing and periodicals, which will be closing a bit earlier.

The opening hours will be as follows:

Monday - Friday from 8.00 to 5.00 p.m.

The main reason is that there will be no borrowing procedures of any library materials at these section, while the old building library which holds lending, special Reserve, Government Publication, World Bank and Audio Visual, will remain open from 8.00 a.m. to 10.0.00 p.m. from Monday to Friday. Both libraries will be open on week ends from 8.00 a.m. to 6.0.00 p.m. on Saturday and Sundays from 8.00 - 1.00 p.m.

Computerisation of library function was recommended.

The acting Chief Librarian reported that he had already contacted the head of Computer and Information Technology Mr. Oyuke. The library management believes that following the above suggestions it will help to achieve the main objectives and functions of the library which is education as resource tool for study, teaching, learning and research.

6. WEDDING BELLS:

Mr. F. Mutasa, Lecturer, took oath of marriage to Dorothy Saria on April 23, 1995 at the Azania Front Lutheran Church. It was followed by a grand reception at the IFM Function Hall.

The IFM Newsletter wishes the new family happy married life.

