GOVERNMENT GAZETTE

Published by Authority

Vol. XCX, No. 71 24th JUNE, 2022 Price RTGS$624,00

General Notice 1332 of 2022.

DISTRICT DEVELOPMENT FUND
OFFICE OF THE PRESIDENT AND CABINET
Invitation to tenders

DOMESTIC DDF: Procurement of road construction works, regraveling, opening of side drains and mitre drain, road signs conforming to SADC standards for:

Tender number
ROADS.11/2022. Manicaland Province (20km)
ROADS.12/2022. Mashonaland Central Province (40km)
ROADS.13/2022. Mash East Province (54km)
ROADS.14/2022. Mash West Province (47km)
ROADS.15/2022. Masvingo Province (40km)
ROADS.16/2022. Matabeleland North Province (35km)
ROADS.17/2022. Matabeleland South Province (60km)
ROADS.18/2022. Midlands Province (50km)

Site visit: Dates in tender documents. Closing date: 15th July, 2022, at 1000 hours.

District Development Fund would like to invite tenders from reputable companies interested service providers should collect tender documents upon payment of non-refundable fee of $1,500.00, each at Office No. 21, Eighteenth Floor, Mukwati Building, Corner Fifth Street and Oliver Tambo Avenue, Harare.

Tenders must be submitted in sealed envelopes and clearly endorsed on the outside with tender No. and hand delivered to:
DDF Procurement Management Unit, Office No. 13, Eighteenth Floor, Mukwati Building, corner Fifth Street and Oliver Tambo Avenue, Harare.

The following mandatory documents must be attached:
(a) Submission of six copies
(b) Certificate of Incorporation
(c) Form CR14
(d) Valid (Current) Tax Clearance from ZIMRA
(e) Bid Validity of 60 days
(f) Tenderers must submit their Company profile with the names and addresses of Directors and their shareholding structure
(g) Should be compliant to technical specifications
(h) All bidders must be registered with the Procurement Regulatory Authority of Zimbabwe (attach proof of registration) in the respective category S/C/006
(i) Three trade references - written referral letters
(j) Valid NSSA Compliance Certificate
(k) Bidders must complete and submit the following forms of tender together with the tender document-Form 1, Form 2, Form 3, Form 4 and Form 5
(l) Mandatory site visit required (Only those who attend would be allowed to submit their bids)
(m) Bidders must submit, together with their bids, proof of payment for SPOC Administration Fees
(n) Tender must be accompanied by a valid Bid Bond
(o) Submission of programme of works
(p) Submission of method Statement
## Provinces and dates of site visits

### PROVINCES AND DATES OF SITE VISITS

<table>
<thead>
<tr>
<th>PROVINCE</th>
<th>DISTRICT</th>
<th>PROJECT NAME</th>
<th>SITE VISIT DATE</th>
<th>DAY</th>
<th>TIME</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mat-North</td>
<td>Binga</td>
<td>Lubimbi – Nswazi</td>
<td>29th June 2022</td>
<td>Wednesday</td>
<td>1000 hours</td>
</tr>
<tr>
<td></td>
<td>Mhunde</td>
<td>Mbizha – Jambezi</td>
<td>29th June 2022</td>
<td>Wednesday</td>
<td>1330 hours</td>
</tr>
<tr>
<td></td>
<td>Lwange</td>
<td>Daluka – Lake Alic</td>
<td>29th June 2022</td>
<td>Wednesday</td>
<td>1600 hours</td>
</tr>
<tr>
<td>Manicaland</td>
<td>Chingwembe</td>
<td>Manzvire – Mariya</td>
<td>29th June 2022</td>
<td>Wednesday</td>
<td>1000 hours</td>
</tr>
<tr>
<td></td>
<td>Buthe</td>
<td>Munyanyi – Vhiriri – Sosten</td>
<td>29th June 2022</td>
<td>Wednesday</td>
<td>1530 hours</td>
</tr>
<tr>
<td>Mat-South</td>
<td>Umzingwane</td>
<td>Mawabeni – Kambudzi – Dula</td>
<td>30th June 2022</td>
<td>Thursday</td>
<td>1000 hours</td>
</tr>
<tr>
<td></td>
<td>Insiza</td>
<td>Filabusi – Mbondo – Avoca</td>
<td>30th June 2022</td>
<td>Thursday</td>
<td>1300 hours</td>
</tr>
<tr>
<td></td>
<td>Bulilina</td>
<td>Chief Masendi – Gonde – Mitiwaza</td>
<td>1st July 2022</td>
<td>Friday</td>
<td>1000 hours</td>
</tr>
<tr>
<td></td>
<td>Mangwe</td>
<td>Macingwane – Empaneni</td>
<td>1st July 2022</td>
<td>Friday</td>
<td>1400 hours</td>
</tr>
<tr>
<td></td>
<td>Gwanda</td>
<td>Sizibane – Nzeyi</td>
<td>4th July 2022</td>
<td>Monday</td>
<td>1000 hours</td>
</tr>
<tr>
<td></td>
<td>Beitbridge</td>
<td>Lutumba – Tongwe – Bulawayo Main</td>
<td>4th July 2022</td>
<td>Monday</td>
<td>1430 hours</td>
</tr>
<tr>
<td>Mash-Central</td>
<td>Shamva</td>
<td>Rusanunguko</td>
<td>30th June, 2022</td>
<td>Thursday</td>
<td>1000 hours</td>
</tr>
<tr>
<td></td>
<td>Rushingwa</td>
<td>Gwandwawa-Makachi-Mazwe Bridge</td>
<td>30th June 2022</td>
<td>Thursday</td>
<td>1400 hours</td>
</tr>
<tr>
<td></td>
<td>Mazowe</td>
<td>Rosia-Kanukamwe-Portlock</td>
<td>11th July 2022</td>
<td>Monday</td>
<td>1000 hours</td>
</tr>
<tr>
<td></td>
<td>Mbire</td>
<td>Fumc-Mushumbi</td>
<td>11th July 2022</td>
<td>Monday</td>
<td>1400 hours</td>
</tr>
<tr>
<td>Mash-West</td>
<td>Makonde</td>
<td>Tsununu</td>
<td>1st July 2022</td>
<td>Friday</td>
<td>1000 hours</td>
</tr>
<tr>
<td></td>
<td>Makonde</td>
<td>Mapfungwe- Kanzamba</td>
<td>1st July 2022</td>
<td>Friday</td>
<td>1400 hours</td>
</tr>
<tr>
<td></td>
<td>Kadoma</td>
<td>Sanyati GP-Chirdzangoma</td>
<td>4th July 2022</td>
<td>Monday</td>
<td>1000 hours</td>
</tr>
<tr>
<td></td>
<td>Kadoma</td>
<td>Lazy ‘Y’-Chirdzangoma</td>
<td>4th July 2022</td>
<td>Monday</td>
<td>1200 hours</td>
</tr>
<tr>
<td></td>
<td>Kariba</td>
<td>Chipadzwe-Siyakobvu</td>
<td>12th July 2022</td>
<td>Tuesday</td>
<td>1000 hours</td>
</tr>
<tr>
<td>Masvingo</td>
<td>Chiредzi</td>
<td>Makambe-Matriwa</td>
<td>5th July 2022</td>
<td>Tuesday</td>
<td>1000 hours</td>
</tr>
<tr>
<td></td>
<td>Chiредzi</td>
<td>Dzvidza-Pahela</td>
<td>5th July 2022</td>
<td>Tuesday</td>
<td>1400 hours</td>
</tr>
<tr>
<td></td>
<td>Chivi</td>
<td>Mandiva-Berejena</td>
<td>6th July 2022</td>
<td>Wednesday</td>
<td>1000 hours</td>
</tr>
<tr>
<td></td>
<td>Masvingo</td>
<td>Rapike-Nyakwanhu</td>
<td>6th July 2022</td>
<td>Wednesday</td>
<td>1300 hours</td>
</tr>
<tr>
<td></td>
<td>Mwenezi</td>
<td>Furidzwi-Mboyi</td>
<td>6th July 2022</td>
<td>Wednesday</td>
<td>1530 hours</td>
</tr>
<tr>
<td>Mash-East</td>
<td>Chikomba</td>
<td>Range – Masasa – Maung</td>
<td>7th July 2022</td>
<td>Thursday</td>
<td>1000 hours</td>
</tr>
<tr>
<td></td>
<td>Hwedza</td>
<td>Dzidzai-Ruswa</td>
<td>7th July 2022</td>
<td>Thursday</td>
<td>1430 hours</td>
</tr>
<tr>
<td></td>
<td>Mudzi</td>
<td>Tsuru-Chikhwizo</td>
<td>8th July 2022</td>
<td>Friday</td>
<td>1000 hours</td>
</tr>
<tr>
<td></td>
<td>UMP</td>
<td>Sowa-Nyakaravha-Mutata</td>
<td>8th July 2022</td>
<td>Friday</td>
<td>1430 hours</td>
</tr>
<tr>
<td>Midlands</td>
<td>Gokwe North</td>
<td>Chipirami – Chireya</td>
<td>11th July 2022</td>
<td>Monday</td>
<td>1000 hours</td>
</tr>
<tr>
<td></td>
<td>Gweru</td>
<td>Gambiza-Zvesso</td>
<td>11th July 2022</td>
<td>Monday</td>
<td>1500 hours</td>
</tr>
<tr>
<td></td>
<td>Zvishavane</td>
<td>Sibozik – Pakanii</td>
<td>12th July 2022</td>
<td>Tuesday</td>
<td>1000 hours</td>
</tr>
<tr>
<td></td>
<td>Mhwerenga</td>
<td>Vufanzana – Ingeri</td>
<td>12th July 2022</td>
<td>Tuesday</td>
<td>1230 hours</td>
</tr>
<tr>
<td></td>
<td>Mnzuma</td>
<td>Tongogara – Centre Store</td>
<td>12th July 2022</td>
<td>Tuesday</td>
<td>1600 hours</td>
</tr>
</tbody>
</table>

**General Notice 1333 of 2022.**

**CHIPADZWE HIGH SCHOOL**

**Tenders Invitation**

**Tender number**

01 of 2022. Tenders are invited from reputable companies and dealers to supply the following school vehicles:

1. **Mazda, Isuzu, Ford Ranger double cab with/without canopy diesel engine preferred.**
2. **Toyota Lorry 2.5 tonne. diesel engine preferred.**

Interested bidders are required to submit their tenders clearly marked the item to be supplied. The following should be submitted:

- Warranty conditions.
- At least three traceable trade references.
- Tenders to be submitted at our reception office in Bindura with non-refundable fee of USD200.00.
- Deadline of submission 30th June, 2022.

The Headmistress, Chipadze High School, P.O. Box 332, Bindura.

0772 943 679
0714 507 576

**General Notice 1334 of 2022.**

**MINISTRY OF HEALTH AND CHILD CARE (MOHCC)**

**ST PAUL'S MUSAMI MISSION HOSPITAL**

**Invitation to Domestic Competitive Bids**

BIDS are invited from reputable, construction companies for the following works:
The standard bidding document is also obtainable from Bindura Municipality website: www.binduramunicipality.co.zw as from 24th June, 2022. Bidders must regularly check the website until the tender closes for updates and responses to clarifications and queries.

Tenderers who wish to participate in the above tender must submit bids which are bound, enclosed in sealed envelopes and endorsed on the outside with the tender number, tender description, closing date and time. The bids must be addressed to: The Acting Accounting Officer, Bindura Municipality, 565 Thurlows Avenue, Bindura.

Notice of Contract Awards

Bindura Municipality in terms of The Public Procurement and Disposal of Public Assets Act (PPDPA) [Chapter 22:23], section 68, hereby publish the following contract awards:

**Tender number**

**BINMUN DOW/02/2022. Supply and delivery of aluminium sulphate dose pumps. Winning tenderer(s): Melukah Investments (Private) Limited. Tender value (US)$33 594.54.**

**BINMUN DOW/03/2022. Asphalt overlay of roads in Bindura Municipality. The tender was cancelled in terms of the Public Procurement and Disposal of Public Assets (PPDPA) Act, (Chapter 22:23), section 42(1)(b)-insufficient funding available for the procurement requirements.**

General Notice 1337 of 2022.

**AFC HOLDINGS**

**Expression of Interest**

EOI01/2022: Property development

AFC Holdings Limited has vast tracks of land across the country and is inviting interested property developers with a proven track record of accomplishment, qualification and experience to submit their expression of interest for mixed-use property development. Interested Property Developers should provide information demonstrating the required experience, competencies, skills and qualifications relevant for the performance of the required services. The firms must submit company profiles, company registration documents, curriculum vitae of key personnel, professional staff and a description of previous property development projects carried out.

The minimum criteria for shortlisting firms include:

- Must be registered with the Procurement Regulatory Authority of Zimbabwe (PRAZ).
- Must have more than five years operational experience in property development.
- At least three references for mixed-use property development carried out within the past ten years.
- Demonstrate capacity to carry out a mixed-use property development

Key personnel of the firm should include:

(i) Qualifications and experience of the individuals or team to handle the property development project;
(ii) More than five years in property development;
(iii) Relevant experience in property development and projects carried out within the past 10 years must be clearly stated.

The tender is open to all firms who meet the criteria for eligibility as stated in section 28 of the Public Procurement and Disposal of Public Assets Act. CR14 documents and equivalent company registration documents will be used as proof of nationality for bidding firms.

Firms are required to pay Administration fees equivalent to ZWL15 000,00, for Zimbabwean Firms or USD350,00, for foreign firms to the Procurement Regulatory Authority of Zimbabwe in terms of section 54 of the Act as set out in Part IV of the Fifth Schedule to the Public Procurement and Disposal of Public Assets Regulations 2020, (Statutory Instrument 49 of 2020).

AFC Holding Limited will reject an Expression of Interest if it determines that the firm has directly or through their agent, engaged in corrupt, fraudulent, collusive, coercive or obstructive practices in
Tenders are invited from PRAZ registered companies in possession of certificate of incorporation and current tax clearance for the supply of the following:

**Tender number**


Interested bidders are required to obtain the bid document that consists of the instructions and scope of work upon sending their request by e-mail to procurement@sunwaycity.co.zw

Submission of tender documents

Tenders must be enclosed with all specifications and costs in three sealed envelopes and clearly endorsed on the outside with the advertised tender number, the description and closing date. Tenders must be hand delivered and dropped in the tender box at Sunway City (Private) Limited, 2098, Cedar Close, Ventersburg, Harare, by the closing date and time. Late tenders shall not be accepted.

Opening of tenders

Tenders are free to witness the opening of tenders on the closing date and time at Sunway City Offices (opposite Zimre Park). Kindly note that Sunway City does not bind itself to accept the lowest tender and reserves the right to accept the whole or part of any tender after evaluation.

For any further details or clarification, please contact The Procurement Management Unit on +263 242 006473/8 or 0713 382 847 Email: procurement@sunwaycity.co.zw

General Notice 1339 of 2022.

**ZIMBABWE POWER COMPANY (ZPC)**

**Invitation to Competitive Bidding**

INTERESTED and qualified companies are invited to bid for the following requirements. Tenders must be enclosed in sealed envelopes, and endorsed on the outside with the advertised procurement reference number, the tender description and tender closing date. Tenders must be received at ZPC not later than 1000 hours on or before the respective indicated closing date or delivered by hand to the tender box addressed to the attention of the Accounting Officer, Zimbabwe Power Company, Twelfth Floor, Megawatt House, 44, Samora Machel Avenue, Harare, Zimbabwe.

**Tender number**


ZPC/HO/DOM/100/2022. Provision of rock blasting services for road construction at Mazvi Village under Hwange Expansion Project. Site visit date and time: 27th June, 2022, at 1000 hours. Closing Date: 5th July, 2022, at 1000 hours.
• Odzi Township

Closing date and time: 5th July, 2022, at 1000 hours

General Notice 1342 of 2022.

ALLIED TIMBERS ZIMBABWE (ATZ)(PRIVATE) LIMITED

Invitation to Competitive Bidding

ALLIED Timbers Zimbabwe wishes to invite reputable companies registered with the Procurement Regulatory Authority of Zimbabwe (PRAZ) to tender for the requirements below. Bidders must submit their bids to the Head, Procurement Management Unit, Allied Timbers Zimbabwe, No. 125A, Borgward Road, Msasa, Harare, on the dates specified below. With procurement reference number as the subject of the matter of the envelope on or before closing date, at or before 1000 hours CAT Bids should be deposited sealed in the tender box situated at the given address on or before 1000 hours.

Tender number

SPMMH/03/2022. Supply and delivery of furniture. Closing date and time: 26th July, 2022, at 1000 hours.

General Notice 1343 of 2022.

GENERAL MANAGEMENT OF MUSAMI MISSION HOSPITAL

Invitation to Domestic Competitive Bidding

BIDS are invited from reputable construction companies for the following works:

Tender number

SPMMH/01/2022. Refurbishment of general wards. Compulsory site visit date and time: 29th June, 2022, at 1100 hours. Closing date and time: 5th July, 2022, at 1100 hours.

General Notice 1344 of 2022.

ENVIROMENTAL MANAGEMENT AGENCY (EMA)

Invitation to Domestic Tender

TENDERS are invited from reputable Procurement Regulatory Authority of Zimbabwe (PRAZ) registered companies. Tenders must be properly addressed to the Procurement Management Unit and sealed in envelopes endorsed on the outside with the company name, advertised tender identifier, tender description and tender closing date. Tenders and proposals should be submitted into the tender box at the EMA Bluff Hill Office or on or before the closing dates and time.

Tender number


General Notice 1345 of 2022.

MUNICIPALITY OF KARIBA (MOK)

Invitation to Domestic Tender

MUNICIPALITY of Kariba is inviting suitably qualified bidders registered with the Procurement Regulatory Authority of Zimbabwe to participate in the following tender:

Tender number

MOK/03/2022. Supply of and delivery computer hardware. Closing date and time: 26th July, 2022, at 1000 hours.

General Notice 1346 of 2022.

ZIMBABWE NATIONAL ROAD ADMINISTRATION (ZINARA)

Invitation to Domestic Competitive Bidding

THE Zimbabwe National Road Administration (ZINARA) invites bids for the following:

Tender number

ZNR.18/2022. Promotional wear. Closing date and time: 26th July, 2022, at 1000 hours.

ZNR.19/2022. Rebranding of ZINARA. Site meeting: 6th July, 2022, at 1000 hours.

ZNR.20/2022. ICT equipment (laptops and cellphones). Closing date and time: 26th July, 2022, at 1000 hours.

ZNR.21/2022. Motor vehicle tyres. Closing date and time: 26th July, 2022, at 1000 hours.

ZNR.22/2022. Toner cartridges. Closing date and time: 26th July, 2022, at 1000 hours.
MBERENGWA RURAL DISTRICT COUNCIL (MRDC)

Invitation to Competitive Bidding: Domestic

BIDS are invited from reputable bidders registered with the Procurement Regulatory Authority of Zimbabwe for the following tenders:

**Tender number**

**MRD/SS/04/2022**. Supply and delivery of clinic office furniture.  
Lot 1. Closing date and time: 1st July, 2022, at 1100 hours.  
Lot 2. Closing date and time: 1st July, 2022, at 1100 hours.  
Bidding documents are obtained at Mberengwa Rural District Council Offices (Mataga Growth Point) during normal working hours 0800 hours to 1645 hours upon payment of a non-refundable fee of RTGS$1 500,00, for each tender.

**Bidders to include:**

- Proof of registration with Procurement Regulatory Authority of Zimbabwe.
- Certificate of incorporation.
- Valid tax clearance certificate.
- Company profile and traceable references.
- NSSA certificate/registration.

**Submission instructions**

Completed bidding documents must be enclosed in sealed envelopes and endorsed on the outside with the advertised procurement reference number and the description. The documents to be dropped into the tender box at Council offices reception on or before the 1st of July, 2022, at 1100 hours. Specifications of items are found in the tender document.

Late submissions will not be accepted.

Bidding documents must be addressed to:

The Acting Chief Executive Officer,  
Mberengwa Rural District Council,  
Stand No. 96,  
P.O. Box 50,  
Mataga.  
Email:mberengwarde@yahoo.co.uk  
Tel: 0392365376/03923662777/435/276

ZIMBABWE ELECTRICITY TRANSMISSION AND DISTRIBUTION COMPANY (ZETDC)

Invitation to Tenders

TENDERS must be properly addressed to the Supply Chain Manager, Zimbabwe Electricity Transmission and Distribution Company, Second Floor, South Wing, Electricity Centre, 25, Samora Machel Avenue, Harare, Zimbabwe and enclosed in sealed envelopes clearly endorsed on the outside with the advertised tender number, tender description and tender closing date. Tenders must be received and registered at ZETDC on or before the tender closing date and time or should be deposited into the ZETDC tender box placed at the Ground Floor (Foyer), ZESA Electricity Centre, Head Office, 25, Samora Machel Avenue, Harare, Zimbabwe, on or before 1000 hours on the closing date.
ZIMBABWE ENERGY REGULATORY AUTHORITY (ZERA)

Request for Proposals

1. Scope of services required

ZERA is inviting proposals from reputable companies for the provision of the following services:

Tender number


2. Details of Bidding Documents

The bidding documents are available to interested bidders upon request on the following email tenders@zera.co.zw or alternatively visit our website and download the document.

3. Submission of Bidding Documents

Tenders must be enclosed in a sealed envelope on the outside with the advertised tender number, the description and closing date and must be posted in time to reach the head of the Procurement Management Unit, fourteenth floor, Century Towers, 45, Samora Machel Avenue, Harare, on or before 1000 hours on the closing date.

General Notice 1352 of 2022.

ZIMBABWE ENERGY REGULATORY AUTHORITY (ZERA)

Request for Proposals

1. Scope of services required

ZERA is inviting bids from reputable service providers for the provision of the following:

Tender number


2. Details of Bidding Documents

The bidding documents may be obtained by interested service providers on ZERA website or upon request from the ZERA Head Office in electronic format via email on tenders@zera.co.zw.

3. Compulsory site visit

Please note there will be a compulsory site visit on 1st July, 2022, for all interested bidders in order to participate in the tender.

4. Submission of tender documents

Bids documents must be submitted in sealed envelopes and endorsed on the outside with the advertised tender number, the description of tender, the closing date and must be posted in time to be sorted into P.O. Box 308, Causeway Harare or hand delivered to the Procurement Chairperson, Fourteenth Floor, Century Towers, 45, Samora Machel Avenue, Harare, on or before 1000 hours on the closing date.

Contact: Tel: +263 242 780 010, 772 550, 799 796, 253 461, 799 797. Fax: +263 4250 696, email: tenders@zera.co.zw, website: www.zera.co.zw

General Notice 1353 of 2022.

MINISTRY OF LOCAL GOVERNMENT AND PUBLIC WORKS

Tenders Invited

TENDERS are invited from bidders registered with the Procurement Regulatory Authority of Zimbabwe in the specified categories for the supply and delivery of the following materials and services as per specifications. Tenders must be submitted in sealed envelopes and endorsed on the outside with the advertised tender number, the description and delivery by hand to The Ministry of Local Government and Public Works, Mashonaland East Province Procurement Office, 212, Birmingham Road Industrial Site, Marondera, on or before the closing date.

Tender number

PW MASH EAST WDZ.01/22. Town/Place: Wedza. Supply and delivery of:
- Protective clothing
- Building materials
- Painting materials

Department: Public Works.

Closing date and time: 12th July, 2022, at 1000 hours.

PW MASH EAST WDZ.02/22. Town/Place: Wedza. Supply and delivery of:
- Signage
- Civil works
- Terrazzo cills
- Aluminium framed lowered screen doors

Department: Public Works.

Closing date and time: 2nd July, 2022, at 1000 hours.

PW MASH EASTMTK.03/22. Town/Place: Mutoko. Supply and delivery of:
- Electrical materials
- Timber
- Tools
- Protective clothing
- Reinforcement steel
- Building materials

Department: Public Works.

Closing date and time: 12th July, 2022, at 1000 hours.

Mandatory pre-tenders site visit for tender number PW MASH EAST WDZ. 02/2022:


A non-refundable collection fee of RTGS$4 000.00/ Tender document.

General Notice 1354 of 2022.

CITY OF KWAKWE (COK)

Invitation to Competitive Bidding

BIDS are invited in terms of Public Procurement and Disposal of Public Assets Act [Chapter 22:23] for the procurement of the following equipment:

Tender number

KKC/TIP/2022. Tipper 20 cubic metre.

Tender conditions

1. Certificate of incorporation.
ZIMBABWE GOVERNMENT GAZETTE, 24TH JUNE, 2022

ZIMSECDOM 005/2022. Supply and delivery of biological items to the Zimbabwe Examinations Council: established firms, registered with the Procurement Regulatory Authority of Zimbabwe. Tender documents are to be collected from the ZIMSEC Procurement Management Unit via e-mail: procurement@zimsec.co.zw

Tenders must be enclosed in sealed envelopes and endorsed on the outside with the advertised tender number, description and the closing date and must be delivered and deposited in the tender box situated at The Zimbabwe School Examinations Council Offices, Examinations Centre, Upper East Road, Mount Pleasant, Harare, and addressed to The Director, Zimbabwe School Examinations Council, P.O. Box CY 1464, Causeway.

Tenders shall remain valid for a period of 90 days from the tender closing date. Bidders will be allowed to attend the tender opening process to be held on the same date and time as the closing date. For PRAZ registration you can contact enquiries@praz.org.zw or reception@praz.org.zw

General Notice 1357 of 2022.

MUNICIPALITY OF CHINHOI (MOC) invites tenders from suitable and reputable suppliers to provide the following goods and services. The tenderers must be registered with the Procurement Regulatory Authority of Zimbabwe. Tender documents are to be collected from the Municipality of Chinhoyi Civic Centre Office upon payment of a non-refundable fee of ZWL$500.00.

Tender number


Bidders are free to witness the tender opening on the closing date and time at, Municipality of Chinhoyi, 93, Magamba Way, Chinhoyi, in the Conference Hall. Bids in sealed envelopes and clearly marked with the tender number should be hand delivered to the address below not later than 1200 hours on the closing date.

The Procurement Management Unit, Municipality of Chinhoyi, 93 Magamba Way, Chinhoyi.

General Notice 1358 of 2022.

MINISTRY OF INFORMATION COMMUNICATION TECHNOLOGY, POSTAL AND COURIER SERVICES (MICTPCS) is inviting suitably qualified and reputable bidders to participate in the following tenders:

Tender number

MICTPCS/024/2022. Supply and delivery of ICT equipment. Closing date and time: 30th June, 2022, at 1000 hours.


MICTPCS/022/2022. Supply and delivery of ICT equipment. Closing date and time: 30th June, 2022, at 1000 hours.

Closing date and time: 30th June, 2022, at 1000 hours.

Bids must be enclosed in sealed envelopes and endorsed on the outside, with the advertised tender number, description and closing date. The bids shall be dropped in the tender box at the Procurement offices in the Fifth Floor, Bank Chambers Building (Old Reserve Bank), cnr First Street Mall and Samora Machel Avenue, Harare, on or before the closing date and time.

Bidding documents are available via email upon request to Procurement Management Unit Offices on ictprocurementtenders2022@gmail.com, Fifth Floor, Bank Chambers Building (Old Reserve Bank), cnr First Street Mall and Samora Machel Avenue, Harare.

General Notice 1359 of 2022.

ZIMBABWE NATIONAL STATISTICS AGENCY (ZIMSTAT) is inviting suitably qualified and reputable bidders to participate in the following tenders:

Tender number

DOMESTIC/CB/11/2022. Provision of signage services to ZIMSTAT.

Pre bid meeting: Venue: ZIMSTAT Head Office, Twentieth Avenue, Harare.
Zimbabwe (POTRAZ) is inviting suitably qualified, registered, Limited (NOIC) wishes to invite companies registered with the USF/DOM/01/06/2022. Supply and delivery of various ICT General Notice 1361 of 2022. Following:

- Free of charge. Bids are invited for the on the NOIC website www.noic.co.zw under services then tenders with the advertised closing date. The proposal document is available from the 24th of June, 2022, at 1000 hours.

- Documents received after this time will not be accepted. The HQ, NOICZIM House, Ground Floor, 100, Leopold Takawira Street, Harare, before the closing date and time. Standard Binding Documents (SDBs) are to be send electronically to all interested bidders upon request by the bidder through our following email address pmu@zimstat.co.zw or call procurement using contact details on the letterhead or access it through our website: www.zimstat.co.zw

- The bid must be in sealed envelopes and endorsed on the outside, with the advertised tender number, description and closing date. The bids shall be dropped in the tender box at the ZIMSTAT Reception in the Twentieth Floor, Kaguvu Building, eur Simon Vengai Muzenda Street and Ahmed Ben Bella Avenue, Harare, before the closing date and time. Standard Binding Documents (SDBs) are to be send electronically to all interested bidders upon request by the bidder through our following email address pmu@zimstat.co.zw or call procurement using contact details on the letterhead or access it through our website: www.zimstat.co.zw

- Bidders' proposal offers must be submitted to NOIC Procurement Regulatory Authority of Zimbabwe to tender for the General Notice 1360 of 2022.

- THE National Oil Infrastructure Company of Zimbabwe (Private) Limited (NOIC) wishes to invite companies registered with the Procurement Regulatory Authority of Zimbabwe to tender for the following:

  - NOIC/FMKR/FTS/16/2022 DOMESTIC. Provision of fuel transport services from NOIC depots to commercial customers. Closing date and time: 5th July, 2022, at 1000 hours [CAT].

  - Immediately after downloading the document(s), bidders must advise NOIC through email tenders@noic.co.zw that they have downloaded the document stating the procurement ref number and the procurement description.

- The provisions in the Instructions to Bidders and in the General Conditions of Contract contained in the bidding documents comply with the Zimbabwe Public Procurement and Disposal of Public Assets Act [Chapter 22:23] standard bidding document for the procurement of goods. The Procurement method applicable for the bidding process shall be domestic competitive bidding. Bids must be enclosed in a sealed envelop and enclosed on the outside with the advertised tender number, description and closing date. Bids must be delivered and deposited in a tender box situated at ZB Centre, Sixth Floor Reception, corner Kwame Nkrumah Avenue/First Street Mall, Harare, addressed to: The Director Procurement Management Unit, Zimbabwe Revenue Authority, ZB Centre, corner First Street Mall/Kwame Nkrumah Avenue, Harare, Zimbabwe.
General Notice 1363 of 2022.

TELONE (PRIVATE) LIMITED

Invitation to Competitive Bidding Tenders

Tender number

COMPETITIVE BIDDING TENDER DOMESTIC (CBTD).


CBTD.127-22. Provision of roadshow and activation. Closing date and time: 14th July, 2022, at 1100 hours.


Tenders must be enclosed in sealed envelopes and endorsed on the outside with the tender number, the description, the closing date and must be posted in time to be sent into the Tender Box found at First Floor Reception, MOHCC, Kaguvi Building by 1000 hours on the closing date. Please note that no application will be accepted after the closing time and date.

Further, there shall be no extension of these deadlines. Tender Documents are obtained from the Procurement Office: Fifth Floor, Kaguvi Building, upon payment of a non-refundable fee of ZWL$3 000.00. Tenders are bought in Second Floor Cashier’s Office Room 89. Tender documents are sold between 1100 hours and 1230 hours during working days only. Please Note that this advert is not to be construed in any way as an offer to contract with your organisation.

General Notice 1365 of 2022.

MUNICIPALITY OF BINDURA (MOB)

Invitation to Competitive Bidding


Prospective bidders may send their requests for electronic standard bidding documents to the following email address: pmubinduramunicipality@gmail.com as from 24th June, 2022. The tender document is also obtainable from Bindura Municipality website: www.binduramunicipality.co.zw as from 24th June, 2022. Bidders must regularly check the website until the tender closes for updates and responses to clarifications and queries.

Tenderers who wish to participate in the above tender must submit bids which are bound, enclosed in sealed envelopes and endorsed on the outside with the tender number, description, closing date and time. The bids must be addressed to:

The Acting Accounting Officer,
Bindura Municipal
565, Thurlows Avenue,
Harare.

Notice of Contract Awards

Bindura Municipality in terms of The Public Procurement and Disposal of Public Assets Act (PPDPA) [Chapter 22:23], section 68, hereby publish the following contract awards:


BINMUN DOW.03/2022. Supply and delivery of various road construction materials. Winning tenderer: Bindura Investments (Private) Limited. Tender value (US$) $ 1,752,000.

General Notice 1366 of 2022.

NATIONAL RAILWAYS OF ZIMBABWE (NRZ)

Invitation to Competitive Bidding

TENDERS are invited from registered and reputable suppliers for the supply of materials and services to the National Railways of Zimbabwe against the underlisted tender enquiries.
Tender number

2. A complete set of bidding documents may be obtained in soft copies via email free of charge upon request email addresses: tenderssecretary@nrz.co.zw; or tenders@nrz.co.zw.

3. Tenders must be submitted enclosed in sealed envelopes and endorsed on the outside with the advertised tender number, the description, the closing date and must be deposited into the tender box on the Second Floor, Area Headquarters, Opposite Main Railway Station, Bulawayo. Contact numbers (0292) 362191 and (0292) 362179.

3. Tenders must be submitted enclosed in sealed envelopes and endorsed on the outside with the advertised tender number, the description, the closing date and must be deposited into the tender box on the Second Floor, Area Headquarters, Opposite Main Railway Station, Bulawayo. Contact numbers (0292) 362191 and (0292) 362179.

Tender number

Mandatory requirements
- Bidders must be registered with the Procurement Regulatory Authority of Zimbabwe. Current tax clearance certificate, CR14, Certificate of Incorporation, vendor number, company profile.
- Bids should be in sealed envelopes and clearly marked outside with the correct procurement reference number of choice.
- Request for bids clarification can be done in writing during working hours by any bidder to the Permanent Secretary, Ministry of Women Affairs, Community, Small and Medium Enterprises Development, Eighth Floor, Kagavi Building, Harare, or through email procurement.wag19@gmail.com
- Sealed bids clearly marked with the correct procurement reference number must be delivered in the tender box on or before 1000 hours, 22nd July, 2022, or emailed to procurement.wag19@gmail.com by close of the tender.
- Bids, which are properly addressed with correct procurement details and have been deposited by close of tender on 22nd July, 2022, shall be publicly opened at 1000 hours. Interested bidders are free to witness the opening.

General Notice 1369 of 2022.

ZIMBABWE MANPOWER DEVELOPMENT FUND (ZIMDEF)

Invitation to Domestic Tenders

ZIMBABWE Manpower Development Fund (ZIMDEF) invites all reputable bidders registered with the Procurement Regulatory Authority of Zimbabwe to participate in the following tenders:

Tender number
ZPCR.23/2022. Expression of Interest on Job Evaluation for Management Training Bureau (MTB). Closing date and time: July 7th, 2022, at 1000 hours.
ZPCR.24/2022. Expression of Interest for the provision of legal services for ZIMDEF. Closing date and time: July 7th, 2022, at 1000 hours.

Tender documents are obtainable from the Zimbabwe Manpower Development Fund (ZIMDEF) website www.zimdef.org.zw free of charge and responses must be posted on time to be sorted into Private Bag 7739, Causeway, or hand delivered at the ZIMDEF reception in sealed envelopes, endorsed on the outside with the advertised tender number, description, closing date and time as indicated, to the Accounting Officer, Zimbabwe Manpower Development Fund, Fourth Floor, West Wing, ZIMDEF House, 18572, Off Mother Patrick Avenue, Abdel Gamal Nasser Road, Harare.

NB: Please sign up your details before you download the Tender document from the website to ensure immediate registration with ZIMDEF for any would be queries.

For further information, you can dial the following number: (0242)780451-5 for the attention of Procurement Management Unit.

General Notice 1370 of 2022.

MINISTRY OF NATIONAL HOUSING AND SOCIAL AMENITIES (MINHSA)

Invitation to Domestic Bidding

THE Ministry of National Housing and Social Amenities of the Republic of Zimbabwe is inviting prospective and registered bidders to participate in the following tenders:

Tender number
MNHSA.14/2022. Repair and maintenance of Government pool properties.
Site visit: 30th June to 1st July, 2022.— Mashonaland West.
30th June to 1st July, 2022.— Mashonaland East.
5th to 6th July, 2022.— Mashonaland Central.
3018

Zimbabwean Government Gazette, 24th June, 2022

5th July, 2022.— Harare Province.
Closing date: 14th July, 2022.

Interested bidders can obtain further information and bidding documents through e-mail from pmunationalhousing@gmail.com. Hard copies of the documents are available upon payment of a non-refundable tender fee of ZWL 2 000,00, at the address below from Monday to Friday between 0800 hours and 1500 hours.

Bid submission
Tenders must be deposited in a tender box at the address below, enclosed in sealed envelopes clearly marked outside with the correct reference number, the description of the tender and the closing date on or before 1000 hours (CAT). Late submissions will not be accepted.

The Secretary for National Housing and Social Amenities, Office 112, First Floor, ZIMRE Centre, cnr. Kwame Nkrumah Avenue/Leopold Takawira Street, Harare, on or before 1000 hours on the closing date.

General Notice 1371 of 2022.

NATIONAL PHARMACEUTICAL COMPANY (NatPharm)
Invitation to Tenders

The National Pharmaceutical Company (NatPharm) is a parastatal under the Ministry of Health and Child Care (MoHCC) assigned with the mandate of procuring, warehousing and distributing medicines and medical supplies. The company is inviting eligible suppliers of the following goods:

Tender number

Interested bidders should contact NatPharm Procurement Management Unit, procurement@natpharm.co.zw, 0242 621991-5. Soft copy tender documents are obtainable free of charge upon request on the above stated email address.

Bids must be enclosed in sealed envelopes and endorsed on the outside with the advertised tender number, the description, the closing date and time delivered by hand to: The Procurement Manager, NatPharm Company, No. 14, Lobengula Road, Southerton, Harare, before 1000 hours on the closing date.

General Notice 1372 of 2022.

CIVIL REGISTRY DEPARTMENT (CRD)
Invitation to Competitive Bidding

BIDS are invited from suitable and reputable suppliers to participate in the following tender for the supply of goods:

Tender number

General Notice 1373 of 2022.

MINES AND MINERALS ACT [CHAPTER 21:05]

Amendment of Claims Erroneously Included in Mining Lease No. 38: Examix Investments (Private) Limited

The claims specified in the Schedule were erroneously included in the list of claims incorporated in Mining Lease No. 38 of Examix Investments (Private) Limited and are being excluded from the list published in the Government Gazette of 22nd June, 2018, under General Notice 395 of 2018.

O. M. MOYO,
Chairman Mining Affairs Board.

SCHEDULE

1. Current blocks which are outside the lease but were initially listed amongst those within the lease and are now being excluded from the list:

<table>
<thead>
<tr>
<th>Reef Name</th>
<th>Registration Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arcadia JV</td>
<td>ME96BM</td>
</tr>
<tr>
<td>Arcadia TK</td>
<td>ME97BM</td>
</tr>
<tr>
<td>Arcadia S1</td>
<td>ME106BM</td>
</tr>
<tr>
<td>Arcadia</td>
<td>ME168G</td>
</tr>
<tr>
<td>Arcadia</td>
<td>ME169G</td>
</tr>
<tr>
<td>Arcadia</td>
<td>ME170G</td>
</tr>
<tr>
<td>Arcadia</td>
<td>ME171G</td>
</tr>
<tr>
<td>Riseholm</td>
<td>ME172G</td>
</tr>
<tr>
<td>Riseholm</td>
<td>ME173G</td>
</tr>
<tr>
<td>Riseholm</td>
<td>ME174G</td>
</tr>
<tr>
<td>Riseholm</td>
<td>ME175G</td>
</tr>
<tr>
<td>Arcadia 3</td>
<td>ME176G</td>
</tr>
<tr>
<td>Josephine</td>
<td>ME192BM</td>
</tr>
<tr>
<td>Josephine</td>
<td>ME194BM</td>
</tr>
<tr>
<td>Josephine</td>
<td>ME195BM</td>
</tr>
<tr>
<td>Josephine</td>
<td>ME196BM</td>
</tr>
<tr>
<td>Josephine</td>
<td>ME197BM</td>
</tr>
<tr>
<td>Josephine</td>
<td>ME198BM</td>
</tr>
<tr>
<td>Josephine</td>
<td>ME199BM</td>
</tr>
<tr>
<td>Josephine</td>
<td>ME200BM</td>
</tr>
<tr>
<td>Josephine</td>
<td>ME201BM</td>
</tr>
<tr>
<td>Arcadia B2</td>
<td>ME202BM</td>
</tr>
<tr>
<td>Arcadia</td>
<td>ME203BM</td>
</tr>
<tr>
<td>Arcadia</td>
<td>ME205BM</td>
</tr>
</tbody>
</table>

2. The following is the list of blocks of claims within Mining Lease No. 38:

<table>
<thead>
<tr>
<th>Reef Name</th>
<th>Registration Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arcadia V-5</td>
<td>ME43BM</td>
</tr>
<tr>
<td>Arcadia H</td>
<td>ME70BM</td>
</tr>
<tr>
<td>Arcadia I</td>
<td>ME71BM</td>
</tr>
<tr>
<td>Arcadia J</td>
<td>ME72BM</td>
</tr>
<tr>
<td>Arcadia K</td>
<td>ME73BM</td>
</tr>
<tr>
<td>Arcadia L</td>
<td>ME74BM</td>
</tr>
<tr>
<td>Arcadia M</td>
<td>ME75BM</td>
</tr>
<tr>
<td>Arcadia N</td>
<td>ME76BM</td>
</tr>
<tr>
<td>Arcadia O</td>
<td>ME77BM</td>
</tr>
<tr>
<td>Arcadia R</td>
<td>ME83BM</td>
</tr>
<tr>
<td>Arcadia S</td>
<td>ME84BM</td>
</tr>
</tbody>
</table>
General Notice 1374 of 2022.

CITY OF HARARE (COH)
Invitation to Domestic and International Tenders

Tender number

COH/S.01/2022. Re-tender for supply and delivery of ambulances. Closing date and time: 5th July, 2022, at 1000 hours.


COH/HW/S.04/2022. Re-tender for rehabilitation of sand filters at Morton Jaffray waterworks. Site visit: 6th July, 2022, at Old Mutual, cnr Agostinho Neto Avenue and Sam Nujoma Street, at 1000 hours (meeting place). Closing date and time: 12th July, 2022, at 1000 hours.

COH/HW/S.07/2022. Request for Expression Of Interest for the development and implementation of ISO 17025:2017 Quality Management System. Site visit: 13th July, 2022, at Old Mutual, cnr Agostinho Neto Avenue and Sam Nujoma Street, at 1000 hours (meeting place). Closing date and time: 19th July, 2022, at 1000 hours.

COH/HW/S.08/2022. Request for Expression Of Interest for the Laboratory Information Management System (LIMS). Site visit: 19th July, 2022, at Old Mutual, cnr Agostinho Neto Avenue and Sam Nujoma Street, at 1000 hours (meeting place). Closing date and time: 19th July, 2022, at 1000 hours.

COH/HW/S.09/2022. Rehabilitation of Firle Effluent Pump Station No. 1 and No. 2. Site visit: 26th July, 2022, at Old Mutual, cnr Agostinho Neto Avenue and Sam Nujoma Street, at 1000 hours (meeting place). Closing date and time: 26th July, 2022, at 1000 hours.

COH/HW/S.10/2022. Supply, delivery, installation and commissioning of penstock valves at Morton Jaffray. Site visit: 18th July, 2022, at Old Mutual, cnr Agostinho Neto Avenue and Sam Nujoma Street, at 1000 hours (meeting place). Closing date and time: 26th July, 2022, at 1000 hours.

Tenders to be in sealed envelopes and endorsed on the outside with the advertised tender number, title of the tender, the closing date and time which are submitted before the closing date and time at Town House (Room 108) addressed to:

The Acting Town Clerk,
City of Harare,
Town House,
Julius Nyerere Way,
Harare.

Bidding documents with detailed specifications are obtainable from the Supply Chain Manager at No. 2, Coventry Road, Workington, Harare, upon payment of a non-refundable fee of ZWL$1 500.00.

ACTING TOWN CLERK.

General Notice 1376 of 2022.

MINISTRY OF TRANSPORT AND INFRASTRUCTURAL DEVELOPMENT (MOTID)
Invitation to Domestic Tender

Tender number


Documents

Tender documents are obtainable from the Ministry of Transport and Infrastructural Development, The Provincial Road Engineer, Office No. 3, No. 5, Kumbirai Kangai Road, Mutare, on or before 1100 hours on the closing date. No faxed, e-mailed or late tenders will be considered.

Tender number


Documents

Tender documents are obtainable from the Ministry of Transport and Infrastructural Development, The Provincial Road Engineer, Office No. 3, No. 5, Kumbirai Kangai Road, Mutare, on or before 1100 hours on the closing date. No faxed, e-mailed or late tenders will be considered.

General Notice 1375 of 2022.

CITY OF HARARE (COH)
Invitation to Domestic Competitive Tenders

Tender number


COH/DOW/S.12/2022. Construction of high mast tower lights in various residential areas. Site visit: 5th July, 2022, at Old Mutual, cnr Agostinho Neto Avenue and Sam Nujoma Street, at 1000 hours (Compulsory). Closing date and time: 12th July, 2022, at 1000 hours.


Tenders to be in sealed envelopes and endorsed on the outside with the advertised tender number, title of the tender, the closing date and time which are submitted before the closing date and time at Town House (Room 108) addressed to:

The Acting Town Clerk,
City of Harare,
Town House,
Julius Nyerere Way,
Harare.

Bidding documents with detailed specifications are obtainable from the Supply Chain Manager, at No. 2, Coventry Road, Workington, Harare, upon payment of a non-refundable fee of ZWL$1 500.00.

ACTING TOWN CLERK.
General Notice 1377 of 2022.

INSURANCE AND PENSIONS COMMISSION (IPEC)
Notice of Tender Cancellation

INSURANCE and Pensions Commission in terms section 42 of the Public Procurement and Disposal of Public Assets Act [Chapter 22:23], hereby publish the cancellation of the tender below.

Tender number
IPEC/DOM02/2022. Supply, sitting, drilling of boreholes and installation of home solar lighting systems.
IPEC/DOM11/2022. Provision of consultancy services to carry out a survey on awareness, perception and uptake of insurance and pensions products in Zimbabwe.

Invitation to Domestic Competitive Bidding

Prospective suppliers are invited to participate in the following tenders:

Late bids will not be accepted.

Bidder: Space Creations. Bid amount: USD 170,150.00.


Bidder: Farmind Technical Systes. Bid amount: USD 438 000.00.


Bidder: Fencing Requirements. Bid amount: USD 1 848 188.22.


Bidder: Teachers (Private) Limited. Bid amount: USD 1 956 000.00.


CHANGE OF NAME

NOTICE is hereby given that, by notarial deed executed before me, Sherpard Mutendi, a legal practitioner and notary public, at Masvingo, on the 10th day of May, 2021, Blessed Ganya (represented by his biological mother and natural guardian Rudo Mparanganda) changed his name to Blessed Chingwa, by which name he shall henceforth be known for all purposes.

Dated at Masvingo this 10th day of May, 2021.—Sherpard Mutendi, c/o Mutendi and Shumba Legal Practitioners, 11 Shuvai Mhofa Street, Masvingo.

CHANGE OF NAME

NOTICE is hereby given that, by notarial deed executed before me, Willinef Masauso, a legal practitioner and notary public, at Masvingo, on the 10th day of May, 2021, Wilfred Masauso (represented by his biological mother and natural guardian Rudo Mparanganda) changed his name to Willinef Masauso, by which name he shall henceforth be known for all purposes.

Dated at Masvingo this 10th day of May, 2021.—Sherpard Mutendi, c/o Mutendi and Shumba Legal Practitioners, 11 Shuvai Mhofa Street, Masvingo.

CHANGE OF NAME

NOTICE is hereby given that, by notarial deed executed before me, Willinef Masauso, a legal practitioner and notary public, at Masvingo, on the 10th day of May, 2021, Wilfred Masauso (represented by his biological mother and natural guardian Rudo Mparanganda) changed his name to Willinef Masauso, by which name he shall henceforth be known for all purposes.

Dated at Masvingo this 10th day of May, 2021.—Sherpard Mutendi, c/o Mutendi and Shumba Legal Practitioners, 11 Shuvai Mhofa Street, Masvingo. 460006f
capacity as the father and natural guardian of his minor child who has been known as Kayla Willinet (born on 21st February, 1973) changed his name to Kayla Maseuso, so that, henceforth, for all purposes and occasions she shall be known by such name.

Dated at Bulawayo this 8th day of June, 2022.—Kudzai Lynda Magama, c/o Legal Aid Directorate, Second Entrance, Fifth Floor, Block C, Mhlahlandela Government Complex, Bulawayo.

CHANGE OF NAME

NOTICE is hereby given that, by notarial deed executed before me, Nathan Manenji, a legal practitioner and notary public, at Shurugwi, on the 10th day of June, 2022, Thabani Mthathwa appeared in his capacity as the biological father and guardian of the minor child Gugulethu Isabel Zibondo and changed the minor child’s surname to Mthathwa and the minor child shall henceforth be known on all occasions by the name Gugulethu Isabel Mthathwa.

Dated at Bulawayo this 10th day of June, 2022.—Nathan Manenji, c/o Nyawo Ruzive Attorneys, No. 16, Robert Mugabe Way, Northend, Bulawayo.

CHANGE OF NAME

TAKE notice that, on the 12th day of May, 2022, before me, Bhekinkosi Thumani Ndlovu and appeared Johane Mkandla and executed a deed poll in terms of which the appearer shall henceforth be known on all occasions by the name Bekezela Mpumelelo Mabuza.

Dated at Bulawayo this 9th day of June, 2022.—Messrs Moyo and Nyoni, legal practitioners, First Floor, Pioneer House, Liberation Legacy Avenue/Queen Lozikeyi Street, Bulawayo.

CHANGE OF NAME

TAKE notice that, on the 26th day of August, 2020, before me, Nkosilathi Mlala, a notary public, at Bulawayo, personally came and appeared John Mandisa Ncube and executed a deed poll in terms of which he changed his surname from Mdluli to Nyathi.

Dated at Bulawayo this 6th day of May, 2022.—Lawrence Chikwakwa, c/o Sansole and Senda, legal practitioners, 601, Sixth Floor, Charter House, Leopold Takawira Avenue/Queen Lozikeyi Street, Bulawayo.

CHANGE OF NAME

TAKE notice that, on the 26th day of August, 2020, before me, Nkosilathi Mlala, a notary public, at Bulawayo, personally came and appeared John Mandisa Ncube and executed a deed poll in terms of which he changed his surname from Mdluli to Nyathi.

Dated at Bulawayo this 11th day of November, 2022.—Nkosilathi Mlala, c/o Sansole and Senda, legal practitioners, 601, Sixth Floor, Charter House, Leopold Takawira Avenue/Queen Lozikeyi Street, Bulawayo.

CHANGE OF NAME

NOTICE is hereby given that, by notarial deed executed before me, Rashidy Parere, a legal practitioner and notary public, at Shurugwi, on the 10th day of June, 2022, Poronia Msebeva appeared and changed her name to Shelter Museva and the appearer shall henceforth be known on all occasions by the name Shelter Museva.

Dated at Shurugwi this 10th day of June, 2022.—Rashidy Parere, c/o Mapfumo Mavese & Associates, 103, Cape Street, Shurugwi.

CHANGE OF NAME

TAKE notice that, on the 7th day of June, 2022, Farai Mwachigumora (born on 4th September, 1973) appeared before me, Ashton Mufari, a legal practitioner and notary public, at Harare, and changed his name from Farai Mwachigumora to Farai Brown, such that he shall henceforth be known as Farai Brown.—Ashton Mufari, c/o Mawire J T & Associates, 22, Walter Hill Avenue, Easing, Harare.
CHANGE OF NAME

NOTICE is hereby given that, on the 30th of May, 2022, before me, Chipa Cynthia Kanengoni, a legal practitioner and notary public, appeared Miriam Tsitsi Chitungachuchuri (born on 18th October, 1981) (ID 75—448098 B 13) and changed her name to Miriam Tsitsi Makwakwa, so that, henceforth, in all transactions of whatever nature and on all occasions and for whatever purposes she shall be known as Miriam Tsitsi Makwakwa.

Dated at Mutare this 10th day of June, 2022.—Chipa Cynthia Kanengoni, c/o Matsika Legal Practitioners, Hellemic Community, 27, Maurice Nyagumbo Street, Mutare. 460019f

CHANGE OF NAME

NOTICE is hereby given that, by notarial deed of change of name executed before me, Caleb Maunga, a notary public and legal practitioner, at Mutare, on the 28th day of May, 2022, changed his name to Munyaradzi Michael Sibhelo, so that, henceforth, he shall be known on all occasions by that name.

Dated at Mutare this 9th day of June, 2022.—Caleb Maunga, c/o Maunga Maanda & Associates, legal practitioners, 71—5Sth Street, cnr Kumbirai Kangai Road, Mutare. 460020f

CHANGE OF NAME

NOTICE is hereby given that Agnes Mhaka on her behalf and acting in her capacity appeared before me, Tererai Hilary Gunje, a notary public, on the 28th day of May, 2022, and changed her name to Rosemveri Shereni.

Dated at Harare this 8th day of June, 2022.—Tererai Hilary Gunje, c/o Gunje Legal Practice, 1, Gloucester Drive, Eastlea, Harare. 392896f

CHANGE OF NAME

NOTICE is hereby given that, by notarial deed of change of name executed before me, Simbarashe Katsuwa, a legal practitioner and notary public, at Harare, on 14th day of June, 2022, appeared Chekai Kikiri (born on 26th December, 1988) (ID 63—1402961 Q 26) and assumed the name Oswald Chekai Chimongoma, which name shall be used in all records, deeds, documents and in all transactions whether public or private.—Simbarashe Katsuwa, c/o Manyangadze Law Practice, 25, Tredgold Drive, Belvedere, Harare. 392897f

CHANGE OF NAME

NOTICE is hereby given that, by notarial deed of change of name executed before me, Nyasha William Kuzivakwashe Kajevu, a legal practitioner and notary public, at Harare, on the 15th day of June, 2022, Joseph Payiva (born on 23rd March, 1995) (ID 42—278130 N 42), appeared in his personal capacity and changed his name to Joseph Dansiriga, so that, henceforth, for all purposes and occasions he shall be known by the name Joseph Dansiriga.

Dated at Harare this 15th day of June, 2022.—Nyasha William Kuzivakwashe Kajevu, c/o Gurim & Associates, legal practitioners, No. 9, Edmonds Avenue, Belvedere, Harare. 392898f

CHANGE OF NAME

NOTICE is hereby given that, by notarial deed executed before me, Shepherd Chinangara, a legal practitioner and notary public, at Bulawayo, on the 4th day of March, 2021, Jabulani Hove, abandoned the surname Hove and adopted Hove-Dennis as his new surname. The name Jabulani Hove-Dennis will be used in all records, deeds, documents and transactions.

Dated at Bulawayo on this 4th day of March, 2021.—Shepherd Chinangara, c/o Sango and Senda Legal Practitioners, Sixth Floor, Charter House Building, cnr Benjamin Buronbo Street/Leopold Takawira Avenue, Bulawayo. 392917f

CHANGE OF NAME

NOTICE is hereby given that, by notarial deed of change of name executed before me, John Mutonono, a legal practitioner and notary public, at Harare, on behalf of her minor child Christian Mandunya, and, by notarial deed of change of name, changed his name to Christian Marconi, so that, he shall henceforth be known and referred to as such on all occasions and in all records, deeds, documents and transactions.

Dated at Harare this 16th day of November, 2021.—John Mutonono, c/o Chadyiwa & Associates, legal practitioners, No. 5, Cinnabar Court, 103, Herbert Usheuwokunze Avenue, Harare. 235052f

CHANGE OF NAME

NOTICE is hereby given that, on the 16th day of November, 2021, Sharon Ruvimbbo Nhamuha (born on 25th May, 1993) appeared before me, John Mutonono, a legal practitioner and notary public, at Harare, on behalf of her minor child Chloe-Ann Mandunya, and, by notarial deed of change of name, changed his name to Chloe-Ann Marconi, so that, he shall henceforth be known and referred to as such on all occasions and in all records, deeds, documents and transactions.

Dated at Harare this 16th day of November, 2021.—John Mutonono, c/o Chadyiwa & Associates, legal practitioners, No. 5, Cinnabar Court, 103, Herbert Usheuwokunze Avenue, Harare. 235053f

LOST CERTIFICATE OF REGISTRATION

NOTICE is hereby given that the under-mentioned certificate of registration issued in the name of Smart Mbtwa, has been lost or mislaid and that application will be made to the Provincial Mining Director, Mashonaland West Province, Kadoma, at the expiration of 30 days from the date of publication of this notice, for the issue of a duplicate thereof.

<table>
<thead>
<tr>
<th>Registration number</th>
<th>Name of block</th>
</tr>
</thead>
<tbody>
<tr>
<td>3620</td>
<td>Kambuzi 2</td>
</tr>
</tbody>
</table>

Dated at Kadoma this 9th day of June, 2022.—Smart Mbtwa, applicant. 392821f

LOST CERTIFICATES OF REGISTRATION

NOTICE is hereby given that the under-mentioned certificates of registration, issued in the name of Lafeyi Shato, have been lost or mislaid and that application will be made to the Provincial Mining Director, Mashonaland Central Province, Bindura, at the expiration of 30 days from the date of publication of this notice, for the issue of duplicates thereof.

<table>
<thead>
<tr>
<th>Registration number</th>
<th>Name of block</th>
</tr>
</thead>
<tbody>
<tr>
<td>91073</td>
<td>Little Servant Evant</td>
</tr>
<tr>
<td>05/2019</td>
<td>Golden Mining 2 Synd G1284</td>
</tr>
</tbody>
</table>

Dated at Mutare this 3rd June, 2022.—Lafeyi Shato applicant. 460046f

LOST CERTIFICATE OF REGISTRATION

NOTICE is hereby given that the under-mentioned certificate of registration, issued in the name of Mary Kwendu, has been lost or mislaid and that application will be made to the Provincial Mining Director, Midlands Province, Gweru, at the expiration of 30 days from the date of publication of this notice, for the issue of a duplicate thereof.

<table>
<thead>
<tr>
<th>Registration number</th>
<th>Name of block</th>
</tr>
</thead>
<tbody>
<tr>
<td>30287</td>
<td>ANSH 110A</td>
</tr>
</tbody>
</table>

Dated at Gweru, this 13th day of June, 2022.—Mary Kwendu, applicant. 392994f

LOST CERTIFICATE OF REGISTRATION

NOTICE is hereby given that, the under-mentioned certificate of registration, issued in the name of Francis Muzira, has been lost or mislaid and that application will be made to the Provincial Mining
NOTICE is hereby given that we intend to apply for a certified copy of Deed of Transfer 25285/80, dated 24th September, 1980, registered over certain piece of land measuring 4,000 square metres called Lot 1 of Stand 140, Midlands Township of Midlands situate in the district of Salisbury, and represented and described in the diagram annexed to Deed of Transfer 1851/71, was conveyed.

All persons claiming to have any right or title to the said deed which is lost, are hereby required to lodge their objections to, or representations, in writing, with the Deeds Registry, at Harare, within 14 days of the date of publication of this notice.

Dated at Harare on this 20th day of May, 2022. —Company Secretary, Undertreasure Mining Consultancy (Private) Limited.

392896f

CERTIFICATE OF CONSOLIDATED TITLE

NOTICE is hereby given that we intend to apply for a certified copy of Certificate of Consolidated Title 3560/87, dated 29th October, 1987, as amended by Deed of Transfer 81/1991, 9734/80, made in favour of National Foods Limited (Company Registration 182/1946), whereby certain piece of land measuring 1,265 square hectares was conveyed.

All persons to have any right or title to the said title deed, which is lost, are hereby required to lodge their objection or representations, in writing, with the Registrar of Deeds, at Harare, within 14 days of the date of publication of this notice.

Dated at Harare on this 20th day of May, 2022. —Dube, Mamikai & Hwacha, applicant’s legal practitioners, No. 4, Fleetwood Road, Alexandra Park, Harare.

392991f

CERTIFICATE OF CONSOLIDATED TITLE

NOTICE is hereby given that we intend to apply for a certified copy of Certificate of Consolidated Title 2810/80, dated 3rd June, 1980, registered over certain piece of land situate in the district of Salisbury called Stand 101 Beverly West Township, measuring 3,887.8 square hectares made in favour of Fidelity Gold Refinery Private Limited (formerly known as “Fidelity Printers (Private) Limited”).

All persons claiming to have any objections to the issue of such copy, are hereby required to lodge same, in writing, with the Registrar of Deeds, at Harare, within 14 days of the date of publication of this notice.

Dated at Harare this 15th day of June, 2022. —Mawere Sibanda Commercial Lawyers, Tenth Floor, Chiyedza House, corner First Street Mall/Kwame Nkrumah Avenue, Harare.

460391f

LOST DEED OF TRANSFER

NOTICE is hereby given that an application will be made to the Registrar of Deeds at Harare for a certified copy of Deed of Transfer 5302/98, made in favour of Maria Chimuzanga (born on 6th June, 1968) in terms of which certain piece of land measuring 304 square metres called Stand 9754 Seko Township situate in the district of Gormonzzi, was conveyed.

All persons claiming to have any objections to, the issue of such copy, are hereby required to lodge same, in writing, with the Registrar of Deeds, at Harare, within 14 days of the date of publication of this notice.

Dated at Harare this 15th day of June, 2022. —Tapera Muzana & Partners, applicant’s legal practitioners, Fifth Floor, West Wing, Coal House, corner Nelson Mandela Avenue and Park Street, Harare.

460044f

LOST DEED OF TRANSFER

NOTICE is hereby given that an application will be made to the Registrar of Deeds at Harare for a certified copy of Deed of Transfer 2661/83, dated 16th May, 1983, registered over certain piece of land situate in the district of Salisbury, called Lot 67A, Buleyville Township, measuring 1,226 square metres, was conveyed.

All persons claiming to have any objections to the issue of such copy, are hereby required to lodge same, in writing, with the Registrar of Deeds, at Harare, within 14 days of the date of publication of this notice.

Dated at Harare this 11th day of May, 2022. —The Legal Aid Directorate, Sixth Floor, Century House East, corner Nelson Mandela Avenue and Sir Seretse Khama Street, Harare.

3929661

LOST DEED OF TRANSFER

NOTICE is hereby given that an application will be made to the Registrar of Deeds at Harare for a certified copy of Deed of Transfer 5665/80, made in favour of Felix Ngwarati Muchemwa, in terms of which certain piece of land situate in the district of Salisbury, being Stand 39 Hogerty Hill Township of Hogerty Hill A, measuring 9,706 square metres, was conveyed.

All persons claiming to have any objections to the issue of such copy, are hereby required to lodge same, in writing, with the Deeds Registry, at Harare, within 14 days of the date of publication of this notice.

Dated at Harare this 15th day of June, 2022. —Nenyi Nyamapfene Law Practice, legal practitioners, No. 4, Edmonds Avenue, Belvedere, Harare.

392890f

LOST DEED OF TRANSFER

NOTICE is hereby given that an application will be made to the Registrar of Deeds at Harare for a certified copy of Deed of Transfer 7053/80, made in favour of Felix Ngwarati Muchemwa, in terms of which certain piece of land situate in the district of Salisbury, being Stand 43 Hogerty Hill Township of Hogerty Hill A, measuring 9,734 square metres, was conveyed.

All persons claiming to have any objections to the issue of such copy, are hereby required to lodge same, in writing, with the Deeds Registry, at Harare, within 14 days from the date of publication of this notice.

Dated at Harare this 11th day of May, 2022. —Nenyi Nyamapfene Law Practice, legal practitioners, No. 4, Edmonds Avenue, Belvedere, Harare.

392810f
LOST DEED OF TRANSFER

NOTICE is hereby given that we intend to apply for a certified copy of Deed of Transfer 6613/94, dated 4th July, 1994, in favour of Shepherd Njodzi Chawira (born on 15th July, 1966) (ID 63-324430 B 42) for certain piece of land situate in the district of Salisbury, measuring 2 227 square metres called Stand 372 Lochinvar Township of Stand 44 Lochinvar Township, Harare.

All persons having any objections to, or wishing to make any representations in connexion with, the issue of such copy, are hereby required to lodge same, in writing, with the Deeds Registry, at Harare, within 14 days from the date of publication of this notice.

Dated at Harare this 14th day of June, 2022. — Henning Lock, legal practitioners for the applicant, Winston House, Maurice Nyagumbo Street, Mutare. 392812f

LOST DEED OF TRANSFER

NOTICE is hereby given that we intend to apply for a certified copy of Deed of Transfer 5099/2002, dated 30th May, 2002, in favour of Shepherd Njodzi Chawira (born on 15th July, 1966) (ID 63-324430 B 42) for certain piece of land situate in the district of Salisbury, measuring 4 324 square metres called Stand 384 Helens Vale Township, Harare.

All persons having any objections to, or wishing to make any representations in connexion with, the issue of such copy, are hereby required to lodge same, in writing, with the Deeds Registry, at Harare, within 14 days from the date of publication of this notice.

Dated at Harare this 14th day of June, 2022. — Rubaya-Chinuwidza Law Chambers, Second Floor, Club Chambers, corner Nelson Mandela Avenue/Patrice Lumumba Street, Harare. 392813f

LOST DEED OF TRANSFER

NOTICE is hereby given that we intend to apply for a replacement copy of Deed of Transfer 15345/2002, dated the 4th day of May, 2001, in favour of Rumbidzai Zemura, being Stand 5948 Ruwa Township of Ruwa, Harare.

All persons having any objections to, or wishing to make any representations in connexion with, the issue of such copy, are hereby required to lodge same, in writing, with the Deeds Registry, at Harare, within 14 days from the date of publication of this notice.

Dated at Harare on this 8th day of June, 2022. — Matsikidze Attorneys-at-Law, applicant’s legal practitioners, No. 7, Zororo Duri Avenue, Eastlea, Harare. 392962f

LOST DEED OF TRANSFER

NOTICE is hereby given that we intend to apply for a replacement copy of Deed of Transfer 5099/2002, dated 17th March, 1981, held by Valda Marion Richter, in respect of certain piece of land situate in the district of Salisbury, being Stand 5948 Ruwa Township of Ruwa, Harare.

All persons claiming to have any objections to, the issue of such copy, are hereby required to lodge same, in writing, with the Registrar of Deeds, at Harare, within 14 days of the date of publication of this notice.

Dated at Harare this 6th day of June, 2022. — Tanyanyiwa & Associates-At-Law, applicant’s legal practitioners, 41, Victoria Drive, Newlands, Harare. 392966f

LOST DEED OF TRANSFER

NOTICE is hereby given that we intend to apply for a replacement copy of Deed of Transfer 1813/99, in respect of certain piece of land situate in the district of Salisbury, measuring 104.089 hectares called Lot 5 of Arlington Estate, registered in the name of Nyland Enterprises (Private) Limited.

All persons having any objections to, or wishing to make any representations in connexion with, the issue of such copy, are hereby required to lodge same, in writing, with the Deeds Registry, at Bulawayo, within 14 days of the date of publication of this notice.

Dated at Harare this 20th day of June, 2022. — Magaya-Mandizivvidza, legal practitioners, First Floor, Morgan House, 27 George Silinduka Avenue, Harare. 460035f

LOST DEED OF TRANSFER

NOTICE is hereby given that we intend to apply for a replacement copy of Deed of Transfer 1028/2012, in respect of certain piece of land situate in the district of Salisbury measuring 206.037 hectares called Lot 5 of Arlington Estate, registered in the name of Dwellworth Marketing (Private) Limited.

All persons having any objections to, or wishing to make any representations in connexion with, the issue of such copy, are hereby required to lodge same, in writing, with the Deeds Registry Office, at Harare, within 14 days of the date of publication of this notice.

Dated at Harare this 6th day of June, 2022. — Magaya-Mandizivvidza, legal practitioners, First Floor, Morgan House, 27 George Silinduka Avenue, Harare. 460036f

LOST DEED OF TRANSFER

NOTICE is hereby given that we intend to apply for a replacement copy of Deed of Transfer 5043/2013, issued on 21st November, 2013, in favour of Malcolm Hondo Matanda (born on 21st January, 1978), whereby certain piece of land situate in the district of Salisbury, being Stand 8913 Salisbury Township, of Salisbury Township Lands, measuring 668 square metres, was conveyed.

All persons having any objections to, the issue of such copy, are hereby required to lodge same, in writing, with the Deeds Registry, at Harare, within 14 days of the date of publication of this notice.

Dated at Harare on this 6th day of June, 2022. — Tanyanyiwa & Associates-At-Law, applicant’s legal practitioners, 41, Victoria Drive, Newlands, Harare. 392967f

LOST DEED OF TRANSFER

NOTICE is hereby given that we intend to apply for a replacement copy of Deed of Transfer 6687/00, dated 19th July, 2000, made in favour of Getthrough Investment (Private) Limited, whereby certain piece of land situate in the district of Mazoe, being Lot 3 of Mhebi Jersey Farm, Measuring 126, 5410 hectares, was conveyed.

All persons having any objections to, the issue of such copy, are hereby required to lodge same, in writing, with the Registrar of Deeds, at Harare, within 14 days of the date of publication of this notice hereof. — Kwenda and Chagwiza Attorneys, No. 4, Hampton Court, 34, Ushewokunze Avenue, Harare. 392967f

LOST DEED OF TRANSFER

NOTICE is hereby given that we intend to apply for a replacement copy of Deed of Transfer 131/90, dated 17th March, 1990, in favour of Shepherd Njodzi Chawira (born on 17th March, 1990) (ID 84-060075 W 41), whereby certain piece of land in extent 200 square metres being Stand 2832, Cowdray Park Township of Cowdray Park of the City of Bulawayo, was conveyed.

All persons having any objections to, the issue of such copy, are hereby required to lodge same, in writing, with the Deeds Registry Office, at Bulawayo, within 14 days of the date of publication of this notice. — Visitor Sibanda, 2832, Cowdray Park, Bulawayo. 392968f
NOTICE is hereby given that we intend to apply for a certified copy of Deed of Transfer 961/75, dated 25th February, 1975, passed in favour of H.H. and F.G. Watson (Private) Limited, in respect of certain piece of land situate in the district of Salisbury called Stand 665 Buffalo Hill Township 13 of Buffalo Hill Township 4 of Buffalo Hill, measuring 3,467 square metres.

All persons having any objections to, or wishing to make any representations in connexion with, the issue of such copy, are hereby required to lodge same, in writing, with the Deeds Registry Office, at Harare, within 14 days of the date of publication of this notice.

Dated at Harare this 20th day of June, 2022.—Takawira Law Chambers, 68, Old Enterprise Road, DDK Centre, Newlands, Harare. 235015f

LOST DEED OF TRANSFER

NOTICE is hereby given that we intend to apply for a certified copy of Deed of Transfer 2728/2015, passed in favour of Big Poppa's (Private) Limited on certain piece of land situate in the district of Salisbury, called 'The Remainder of Stand 9868 Tairoro Township', measuring 4 hectares.

All persons having any objections to, or wishing to make any representations in connexion with, the issue of such copy, are hereby required to lodge same, in writing, with the Deeds Registry, at Harare, within 14 days of the date of publication of this notice.

Dated at Harare this 20th day of June, 2022.—Curtius & Co Attorneys, Legal Practitioners, 18, Cheshire Drive, Mt Pleasant, Harare. 502918f

LOST DEED OF TRANSFER

NOTICE is hereby given that an application will be made for a certified copy of Deed of Transfer 2220/85, dated 17th April, 1985, made in favour of Chiongoza Samuel Chirumomo, whereby certain piece of land situate in the district of Salisbury called Stand 1780 Glen Norah Township of Glen Norah, measuring 212 square metres.

All persons having any objections to, or wishing to make any representations in connexion with, the issue of such copy, are hereby required to lodge same, in writing, with the Deeds Registry, at Harare, within 14 days of the date of publication of this notice.

Dated at Harare this 13th day of June, 2022.—Moyo Chikomo & Gumiro Legal Practitioners, First Floor, Fidelity Life Tower, Harare. 460023f

LOST DEED OF TRANSFER

NOTICE is hereby given that we intend to apply for a certified copy of Deed of Transfer 10064/2001, dated 5th October, 2001, in favour of Pincherson Investments (Private) Limited (Registration No. 3352/2001) whereby certain piece of land situate in the district of Salisbury being Lot 8, Block MM Ardtembe Township of Ardtembe, measuring 5,725 hectares, was conveyed.

All persons claiming to have any objections to the issue of such copy, are hereby required to lodge same, in writing, with the Registrar of Deeds, at Harare, within 14 days of the date of publication of this notice.

Dated at Harare this 13th day of June, 2022.—Moyo Chikomo & Gumiro Legal Practitioners, First Floor, Fidelity Life Tower, Harare. 460023f

LOST DEED OF TRANSFER

NOTICE is hereby given that we intend to apply for a certified copy of Deed of Transfer 6387/2000, dated 11th July, 2000, made in favour of Chingono Samuel Chimombe, whereby he holds certain piece of land situate in the district of Salisbury called Stand 5855 Warren Park, measuring 1,028 square metres, registered in the name of Stephen Piretze Muzila and Eunice Musha.

All persons having any objections to, or wishing to make any representations in connexion with, the issue of such copy, are hereby required to lodge same, in writing, with the Deeds Registry, at Harare, within 14 days of the date of publication of this notice.

Dated at Harare this 16th day of May, 2022.—Mangwiro Tandi Law, Roof Pent Suite, Block 5, Celestial Park, Liberation Legacy Way, Borrowdale, Harare. 460027f

LOST DEED OF TRANSFER

NOTICE is hereby given that we intend to apply for a certified copy of Deed of Transfer 4431/90, dated 15th June, 1990, in favour of Shumirai Misihairambwi (born on 24th December, 1961) (ID 63-514750 W 27), whereby certain 342 square metres of land called Stand 1026 Eastlea, situate in the district of Salisbury was conveyed.

All persons having any objections to, or wishing to make any representations in connexion with, the issue of such copy, are hereby required to lodge same, in writing, with the Registrar of Deeds, at Harare, within 14 days of the date of publication of this notice.

Dated at Harare this 9th day of June, 2022.—Mandizha and Company, First Floor, Lindsay Building, Samora Machel Avenue, Eastlea, Harare. 460028f

LOST DEED OF TRANSFER

NOTICE is hereby given that we intend to apply for a certified copy of Deed of Transfer 2739/2013, dated 18th July, 2013, in respect of certain piece of land situate in the district of Salisbury being Stand 1026 Highbury Township, measuring 281 square metres.

All persons claiming to have any objections to, or wishing to make any representations in connexion with, the issue of such copy, are hereby required to lodge same, in writing, with the Registrar of Deeds, at Harare, within 14 days of the date of publication of this notice.

Dated at Harare this 13th day of June, 2022.—Mavundukwa Miti Legal Practitioners, Fourth Floor, North Wing, Runhore House, corner Simon Vengai Mudenda Street/Kwame Nkrumah Avenue, Harare. 460004f

LOST DEED OF TRANSFER

NOTICE is hereby given that we intend to apply for a certified copy of Deed of Transfer 10064/2001, dated 5th October, 2001, in favour of Pincherson Investments (Private) Limited on certain piece of land situate in the district of Salisbury, called 'The Remainder of Stand 9868 Tairoro Township', measuring 4 hectares.

All persons having any objections to, or wishing to make any representations in connexion with, the issue of such copy, are hereby required to lodge same, in writing, with the Deeds Registry, at Harare, within 14 days of the date of publication of this notice.

Dated at Harare this 20th day of June, 2022.—Curtius & Co Attorneys, Legal Practitioners, 18, Cheshire Drive, Mt Pleasant, Harare. 502918f

LOST DEED OF TRANSFER

NOTICE is hereby given that an application will be made for a certified copy of Deed of Transfer 2220/85, dated 17th April, 1985, made in favour of Chiongoza Samuel Chirumomo, whereby certain piece of land situate in the district of Salisbury called Stand 1780 Glen Norah Township of Glen Norah, measuring 212 square metres.

All persons having any objections to, or wishing to make any representations in connexion with, the issue of such copy, are hereby required to lodge same, in writing, with the Registrar of Deeds, at Harare, within 14 days of the date of publication of this notice.

Dated at Harare this 13th day of June, 2022.—Moyo Chikomo & Gumiro Legal Practitioners, First Floor, Fidelity Life Tower, Harare. 460023f

LOST DEED OF TRANSFER

NOTICE is hereby given that we intend to apply for a certified copy of Deed of Transfer 6387/2000, dated 11th July, 2000, made in favour of Chingono Samuel Chimombe, whereby he holds certain piece of land situate in the district of Salisbury called Stand 5855 Warren Park, measuring 1,028 square metres, registered in the name of Stephen Piretze Muzila and Eunice Musha.

All persons having any objections to, or wishing to make any representations in connexion with, the issue of such copy, are hereby required to lodge same, in writing, with the Deeds Registry, at Harare, within 14 days of the date of publication of this notice.

Dated at Harare this 16th day of May, 2022.—Mangwiro Tandi Law, Roof Pent Suite, Block 5, Celestial Park, Liberation Legacy Way, Borrowdale, Harare. 460027f

LOST DEED OF TRANSFER

NOTICE is hereby given that we intend to apply for a certified copy of Deed of Transfer 4431/90, dated 15th June, 1990, in favour of Shumirai Misihairambwi (born on 24th December, 1961) (ID 63-514750 W 27), whereby certain 342 square metres of land called Stand 1026 Eastlea, situate in the district of Salisbury was conveyed.

All persons having any objections to, or wishing to make any representations in connexion with, the issue of such copy, are hereby required to lodge same, in writing, with the Registrar of Deeds, at Harare, within 14 days of the date of publication of this notice.

Dated at Harare this 9th day of June, 2022.—Mandizha and Company, First Floor, Lindsay Building, Samora Machel Avenue, Eastlea, Harare. 460028f

LOST DEED OF TRANSFER

NOTICE is hereby given that we intend to apply for a certified copy of Deed of Transfer 2739/2013, dated 18th July, 2013, in respect of certain piece of land situate in the district of Salisbury being Stand 1026 Highbury Township, measuring 281 square metres.

All persons claiming to have any objections to, or wishing to make any representations in connexion with, the issue of such copy, are hereby required to lodge same, in writing, with the Registrar of Deeds, at Harare, within 14 days of the date of publication of this notice.

Dated at Harare this 13th day of June, 2022.—Mavundukwa Miti Legal Practitioners, Fourth Floor, North Wing, Runhore House, corner Simon Vengai Mudenda Street/Kwame Nkrumah Avenue, Harare. 460004f
LOST DEED OF TRANSFER

NOTICE is hereby given that a certified copy of Transfer 3416/2005, dated 29th November 2005, made in favour of The Cheda Family Trust, whereby certain piece of land situate in the district of Bulawayo called Stand 1583, Kumalo Township of Bulawayo Township Lands, measuring 3,296 square metres, was conveyed.

All persons claiming to have any objections to the issue of such copy, are hereby required to lodge same, in writing, with the Registrar of Deeds, at Bulawayo, within 14 days of the date of publication of this notice.

Dated at Bulawayo on this 10th day of June, 2022. —Cheda & Cheda Associates, Suite 601, Sixth Floor, Pioneer House, Liberation Legacy Avenue/Queen Loziskyi, Bulawayo. 3929841

LOST DEED OF TRANSFER

NOTICE is hereby given that Thando Silas More (born on 14th January, 1970) (ID 63-751355 A 19) and Sandra Ronafada Chuma (born on 13th August, 1974) (ID 08-600474 V 12) intended to have a replacement copy of Deed of Transfer 1771/2011, dated 28th November, 2011, issued in their favour, whereby certain piece of land situate in the district of Wankie called Stand 68 of Victoria Falls Township of Victoria Falls Township Lands, measuring 3,724 square metres, was conveyed.

All persons claiming to have any objections to the issue of such copy, are hereby required to lodge same, in writing, with the Registrar of Deeds, at Bulawayo, within 14 days of the date of publication of this notice.

Dated at Victoria Falls on this 2nd day of June, 2022. —Connolly and Hofmeyer Legal Practitioners, 237, Sopers Crescent, Victoria Falls. 3929721

LOST DEED OF TRANSFER

NOTICE is hereby given that we intend to apply for a certified copy of Deed of Transfer 184/2007, dated 19th March, 2007, in favour of the said mortgage bond, are hereby required to lodge same, with the Deeds Registry at Harare, within 14 days of the date of publication of this notice —Winterton Legal Practitioners, (applicant's legal practitioners), Winterton, P.O. Box 452, Harare. 4600291

LOST TITLE DEED

NOTICE is hereby given that we intend to apply for a certified copy of Title Deed 733/78, dated 7th March, 1978, made in favour of I & K Enterprises (Private) Limited, whereby certain piece of land situate in the district of Darwin called Stand 16 Mount Darwin Township, measuring 1,269 square metres, was conveyed.

All persons having any objections to or wishing to make any representations in connexion with the issue of such copy, are hereby required to lodge same, in writing, with the Deeds Registry at Harare, within 14 days of the date of publication of this notice —Winterton Legal Practitioners, (applicant's legal practitioners), Winterton, P.O. Box 452, Harare. 4600291

CANCELLATION OF MORTGAGE BOND

NOTICE is hereby given that we intend to apply for the cancellation of Mortgage Bond 1475/2001, dated 19th February, 2001, for the sum of $2,500,000.00, passed by Sheilla George (born on 26th May, 1954) in favour of Beverley Building Society, and hypothecating certain piece of land situate in the district of Salisbury called Stand 121 Chitungwiza Township 3 of Subdivision E of Lot F of Colne Valley of Reitfontein measuring 4,659 square metres and held under Deed of Transfer 1379/2001, dated 19th February, 2001.

All persons claiming to have any right or title in or to the said mortgage bond will be cancelled —Coghlan, Welsh & Guest (incorporating Stumbles & Rowe), Cecil House, No. 2, Ahmed Ben Bella Avenue, Harare. 3928111

CANCELLATION OF MORTGAGE BOND

NOTICE is hereby given that we intend to apply for the cancellation of Mortgage Bond 3411/91, in the sum of $26,000,000.00, passed by Fredrick Hama (born on 16th October, 1953) in favour of Beverly Building Society over certain piece of land situate in the District of Umtali called Stand 51/34, Mutare Township Lands, measuring 1,800 square metres.

All persons having any objections to or wishing to make any representations in connexion with the issue of such copy, are hereby required to lodge same, in writing, with the Deeds Registry at Harare, within 14 days of the date of publication of this notice —Mugadza Chinundu and Partners, 100, Third Street, Mutare. 3929861
CANCELLATION OF MORTGAGE BOND

NOTICE is hereby given that we intend to apply for cancellation of Mortgage Bond 6105/92, for the sum of $256 500.00, passed on the 4th of September, 1992, by Kenneth Antony Spencer (born on 23rd May, 1944), in favour of Beverley Building Society, hypothecating 4th of September, 1992, by Kenneth Antony Spencer (born on 23rd May, 1944), in favour of Beverley Building Society, hypothecating

4th of September, 1992, by Kenneth Antony Spencer (born on 23rd May, 1944), in favour of Beverley Building Society, hypothecating

11,11% of share being Share No. 5 in certain piece of land situate in the district of Salisbury called Stand 1818A Salisbury Township, measuring 3 063 square metres, whereof CBZ Bank Limited is the present registered holder.

All persons claiming to have any right or title in or to the said bond, which is lost, is hereby required to lodge their objections or representations, in writing, with the Deeds Registry, at Harare, within 14 days from the date of publication of this notice.

Dated at Harare this 13th day of May, 2022. — Mutindi Bunhira Legal Practitioners, applicant’s legal practitioners, JLC Building, 115, Abel Gamal Nasser Road, Harare. 460049f

CANCELLATION OF MORTGAGE BOND

NOTICE is hereby given that we intend to apply for cancellation of Mortgage Bond 1039/2005, dated 31st January, 2005, passed by Dennis Maravanyika (born on 7th March, 1954), whereby certain 502 square metres of land called Stand 64 Mufakose Township of Mufakose, situate in the district of Salisbury, was mortgaged in favour of FBC Bank Limited.

All persons having any objections to, or wishing to make any representations in connection with, the issue of such copy, are hereby required to lodge same, in writing, with the Deeds Registry, at Harare, within 14 days of the date of publication of this notice.

Dated at Harare this 12th day of May, 2022. — Mutindi Bunhira Legal Practitioners, applicant’s legal practitioners, JLC Building, 115, Abel Gamal Nasser Road, Harare. 392987f

IN THE CHILDREN’S COURT

In the matter between Rujeko Dzumbunu, applicant, and Onias Tonderai Chigwamba, defendant.

DIVORCE ACTION—SHORTENED VERSION OF SUMMONS

TO: The defendant named above.

TAKE notice that your wife Rujeko Dzumbunu (herein called the “Plaintiff”) has instituted action against you in this honourable court wherein she prays for a decree of divorce on the ground of irreconcilable break down of the marriage and that no property was acquired during the subsistence of the marriage. That custody of the two minor children born out of this marriage is awarded to the Plaintiff with the defendant paying maintenance of fifteen thousand dollars (ZW$15 000,00) for both minor children per month.

The Plaintiff further claims that the defendant is required to pay all maintenance for school holidays and alternate public holidays and that each party shall contribute an equal share of the minor children’s educational and medical expenses and also to access on alternative weekends and for two weeks during school holidays and alternate public holidays and that each party bear its own costs of suit.

Should you fail to comply with the above, this claim will be heard and dealt with by the High Court as unopposed and without any further notice to you.

Dated at Harare this 9th day of March, 2022. — R. Chavi Law Chambers, applicant’s legal practitioners, 392992f

IN THE CHILDREN’S COURT

FOR THE PROVINCE OF MANICALAND

Held at Mutare.

TAKE notice that an application, in terms section 9(3) of the Guardianship of Minors Act [Chapter 5:08], for the appointment of Brenda Charles (ID 75-5591251H13) as the guardian of the following children alleged to have no natural guardian or tutor testamentary:

BRIDGETHE CHARLES (born on 4th January, 2007) and BRUNDINER CHARLES (born on 5th February, 2010) will be made to the Children’s Court sitting at Mutare Magistrates Court on 18th day of July, 2022, at 8.30 a.m. or soon thereafter as the matter may be heard.

Further take notice that any person who has an interest in the matter is called upon to appear at the hearing of the application or should lodge objection with the Clerk of Children’s Court and the applicant before the 15th day of July, 2022. — S. Mungoni, Clerk of Children’s Court, Mutare. 460047f

LIQUOR ACT [CHAPTER 14:12]

Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bottle Liquor Licence in respect of premises situate at Stand 7841, Southley Park, Harare, trading as Mzansi Link Bottle Store, for Primrose Mukamba.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022. — Primrose Mukamba, applicant, 28, Mukombwe Drive, Chiungwiza. 392915f

LIQUOR ACT [CHAPTER 14:12]

Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bottle Liquor Licence in respect of premises situate at No. 4, Charenzva Business Centre, Makoni, trading as Mututu Bottle Store, for George Mututu.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022. — George Mututu, applicant, Charenzva Business Centre, Makoni. 392997f

LIQUOR ACT [CHAPTER 14:12]

Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bottle Liquor Licence in respect of premises situate at Marumbwa Business Centre, Insiza Rural District Council, Filabusi, trading as Linga’s Bottle Store, for Susan Mazuvamana.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022. — Susan Mazuvamana, applicant, Anton Ndlovu’s Homestead, Phikelela Village, Theleka, Chief Ndube, Filabusi. 392998f

LIQUOR ACT [CHAPTER 14:12]

Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bottle Liquor Licence in respect of premises situate at 8140, Kuwadzana 2 Shopping Centre, Highfield, trading as Olivemark Bottle Store, for Raymond Tafadzwa Teterayi.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 15th day of July, 2022. — Raymond Tafadzwa Teterayi, applicant, 392997f

LIQUOR ACT [CHAPTER 14:12]

Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bottle Liquor Licence in respect of premises situate at 8140, Kuwadzana 2 Shopping Centre, Highfield, trading as Olivemark Bottle Store, for Raymond Tafadzwa Teterayi.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 15th day of July, 2022. — Raymond Tafadzwa Teterayi, applicant, 392997f

LIQUOR ACT [CHAPTER 14:12]

Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bottle Liquor Licence in respect of premises situate at 4064, Jabavu Drive, Machipiza Shopping Centre, Highfield, trading as Olivemark Bottle Store, for Raymond Tafadzwa Teterayi.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 15th day of July, 2022. — Raymond Tafadzwa Teterayi, applicant, 392997f
NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Wholesale Liquor Licence in respect of premises situated at 382, Limpopo Way, Willowvale, Harare, trading as Vumba Wine Beverages (Private) Limited, for Vumba Wine Beverages (Private) Limited.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022. — Vumba Wine Beverages (Private) Limited, 382, Limpopo Way, Willowvale, Harare. 392916f

LIQUOR ACT [CHAPTER 14:12]
Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bar Liquor Licence in respect of premises situated at 382, Limpopo Way, Willowvale, Harare, trading as Vumba Wine Beverages (Private) Limited, for Vumba Wine Beverages (Private) Limited.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022. — Vumba Wine Beverages (Private) Limited, 382, Limpopo Way, Willowvale, Harare. 392916f

LIQUOR ACT [CHAPTER 14:12]
Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Night Club Liquor Licence in respect of premises situated at Stand 118, Raffington Shopping Centre, Raffington, trading as African Roots Bottle Store, for African Roots.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022. — African Roots, applicant, Stand 6688, Riverside, Chinhoyi. 235056f

LIQUOR ACT [CHAPTER 14:12]
Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Cocktail Lounge Liquor Licence in respect of premises situated at Stand 3768, Salisbury Township, Lands 37, Leopold Takawira Street, Harare, trading as Chidokohori, for Eric Chiza.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022. — Eric Chiza, applicant, Stand 3768, Salisbury Township, Lands 37, Leopold Takawira Street, Harare. 460033f

LIQUOR ACT [CHAPTER 14:12]
Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bar Liquor Licence in respect of premises situated at 4564, Southway, Prospect, Waterfalls, Harare, trading as Stonegate Bar, for Capadvice (Private) Limited.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022. — Capadvice (Private) Limited, 4564, Southway, Prospect, Waterfalls, Harare. 235058f

LIQUOR ACT [CHAPTER 14:12]
Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Wholesale Liquor Licence in respect of premises situated at Mamuna Business Centre, Mhondoro-Ngezi, trading as Robin Spriz Brands, for John Ndava.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022. — John Ndava, applicant, 107, Chivhu. 235059f

LIQUOR ACT [CHAPTER 14:12]
Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bar Liquor Licence in respect of premises situated at Danga Business Centre, Zvishavane, trading as Mubaiwa Bottle Store, for Farai Mubaiwa.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022. — Farai Mubaiwa, applicant, Tsikirai Village, Chief Masunda, Zvishavane. 235060f

LIQUOR ACT [CHAPTER 14:12]
Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bottle Liquor Licence in respect of premises situated at Stand 118, Raffington Shopping Centre, Raffington, trading as African Roots Bottle Store, for African Roots.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022. — African Roots, applicant, Stand 6688, Riverside, Chinhoyi. 235056f

LIQUOR ACT [CHAPTER 14:12]
Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bottle Liquor Licence in respect of premises situated at Stand 3768, Salisbury Township, Lands 37, Leopold Takawira Street, Harare, trading as Chidokohori, for Eric Chiza.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022. — Eric Chiza, applicant, Stand 3768, Salisbury Township, Lands 37, Leopold Takawira Street, Harare. 460033f

LIQUOR ACT [CHAPTER 14:12]
Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Night Club Liquor Licence in respect of premises situated at Stand 3956, Nyahimba Business Centre, Nyanga, trading as Chilokohori Bottle Store, for Lameck Chilokohori.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022. — Lameck Chilokohori, applicant, Stand 3956, Nyahimba Business Centre, Nyanga. 460033f

LIQUOR ACT [CHAPTER 14:12]
Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bar Liquor Licence in respect of premises situated at Stand 3956, Nyahimba Business Centre, Nyanga, trading as Chilokohori Bottle Store, for Lameck Chilokohori.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022. — Lameck Chilokohori, applicant, Stand 3956, Nyahimba Business Centre, Nyanga. 460033f

LIQUOR ACT [CHAPTER 14:12]
Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Cocktail Lounge Liquor Licence in respect of premises situated at The Harare Club, trading as Cocktail Lounge, for Valentine K. Nyakuyaka.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022. — Valentine K. Nyakuyaka, applicant, 15, Patrice Lumumba Street, Nelson Mandela Avenue, Harare. 460048f
NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Wholesale Liquor Licence in respect of premises situate at 55, Mount Darwin Township, Mount Darwin, trading as Pacheda Wholesale, for Alec Jasi.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022.— Alec Jasi, applicant, 55, Mount Darwin.

LIQUOR ACT [CHAPTER 14:12]
Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bottle Liquor Licence in respect of premises situate at Stand 19760, Kuwadzana 6, Harare, for Iton Dube, applicant, 198, Leonard Brezhnev Street, Harare.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022.— Iton Dube, applicant, 198, Leonard Brezhnev Street, Harare.

LIQUOR ACT [CHAPTER 14:12]
Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Wholesale Liquor Licence in respect of premises situate at Jema 46 Mine, Maywood Farm, Kwekwe, trading as Bush Bar, for Jerita Dzapasi.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022.— Jerita Dzapasi, applicant, Plot No. 37, Maywood Farm, Kwekwe.

LIQUOR ACT [CHAPTER 14:12]
Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bottle Liquor Licence in respect of premises situate at Hardrock Mine, Sebakwe Block, Kwekwe, trading as Kwa Mai Dza Bottle Store, for Jerita Dzapasi.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022.— Jerita Dzapasi, applicant, Plot No. 37, Maywood Farm, Kwekwe.

LIQUOR ACT [CHAPTER 14:12]
Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bar Liquor Licence in respect of premises situate at Stand 36, Mvuma Central Business District, Mvuma, trading as Zvotoo Night Club, for Tremendous Musara.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022.— Tremendous Musara, applicant, No. 36, Mvuma.

LIQUOR ACT [CHAPTER 14:12]
Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Night Club Liquor Licence in respect of premises situate at Stand 36, Mvuma Central Business District, Mvuma, trading as Zvotoo Night Club, for Tremendous Musara.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022.— Tremendous Musara, applicant, No. 36, Mvuma.

LIQUOR ACT [CHAPTER 14:12]
Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Restaurant (Special) Liquor Licence in respect of premises situate at Cactus Point Dam, Redcliff, trading as The Cactus Creek, for Senzangakhona Moyo.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022.— Senzangakhona Moyo, applicant, 4, Winchester Way, Fitchlea, Kwekwe.

LIQUOR ACT [CHAPTER 14:12]
Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Wholesale Liquor Licence in respect of premises situate at 1230, Hunyani Section, Chinhoyi, for Stewart Chihota.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022.— Stewart Chihota, applicant, 4, Winchester Way, Fitchlea, Kwekwe.

LIQUOR ACT [CHAPTER 14:12]
Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bar Liquor Licence in respect of premises situate at Nyatsanga Business Centre, Mhondoro-Mubaira, trading as Bhudhaz Special Bottle Store, for Jerita Dzapasi.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022.— Jerita Dzapasi, applicant, Plot No. 37, Nyatsanga Business Centre, Mhondoro-Mubaira.

LIQUOR ACT [CHAPTER 14:12]
Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bottle Liquor Licence in respect of premises situate at Stand 36, Nyatsanga Business Centre, Mhondoro-Mubaira, trading as Bhudhaz Special Bottle Store, for Jerita Dzapasi.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022.— Jerita Dzapasi, applicant, Plot No. 37, Nyatsanga Business Centre, Mhondoro-Mubaira.

LIQUOR ACT [CHAPTER 14:12]
Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Restaurant (Special) Liquor Licence in respect of premises situate at 332, Nyatsanga Business Centre, Mhondoro-Mubaira, trading as Bhudhaz Special Bottle Store, for Jerita Dzapasi.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022.— Jerita Dzapasi, applicant, Nyatsanga Business Centre, Mhondoro-Mubaira.

LIQUOR ACT [CHAPTER 14:12]
Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bottle Liquor Licence in respect of premises situate at Stand 19760, Kuwadzana 6, Harare, trading as Meghalo Liquor, for Iron Dube.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022.— Iron Dube, applicant, 198, Leonard Brezhnev Street, Harare.
LIQUOR ACT [CHAPTER 14:12]

Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bottle Liquor Licence in respect of premises situate at Stand 347, New Cemey Park, Harare, trading as Mukanya Bottle Store, for Privilege Takawira.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022.—Privilege Takawira, applicant, 128, Ushewokunze, Harare. 392924f

LIQUOR ACT [CHAPTER 14:12]

Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bottle Liquor Licence in respect of premises situate at 1431, Chirundu, trading as Bundwe Bottle Store, for Robert Tshuma.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022.—Robert Tshuma, applicant, Bundwe Business Centre, Tsholotsho. 392913f

LIQUOR ACT [CHAPTER 14:12]

Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bar Liquor Licence in respect of premises situate at Stand 648/2, Habane Extension, Esigodini, trading as Multiply Enterprises, for Douglas Dube.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022.—Douglas Dube, applicant, Stand 811, Habane, Esigodini, Bulawayo. 392914f

LIQUOR ACT [CHAPTER 14:12]

Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bar Liquor Licence in respect of premises situate at 19612, Unit “G”, Seke, Chitungwiza, trading as Elixir Express, for Wine and Brews Incorporated (Private) Limited.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022.—Wine and Brews Incorporated (Private) Limited. 392807f

LIQUOR ACT [CHAPTER 14:12]

Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bottle Liquor Licence in respect of premises situate at 19735, Unit “O”, Seke, Chitungwiza, for Innacio Kanembira.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022.—Innacio Kanembira, applicant, 31390, Unit “G” Extension, Seke. Chitungwiza. 392921f

LIQUOR ACT [CHAPTER 14:12]

Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Restaurant (Special) Liquor Licence in respect of premises situate at 11215, Glen Norah, “B” Shopping Centre, Glen Norah, Harare, trading as Club Danger Bottle Store, for Takwira Mashamhanda.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022.—Takwira Mashamhanda, applicant, 128, Ushewokunze, Harare. 392920f
Licensing Board, Harare, not later than the 1st July, 2022.—Elnathan Kumusoni, applicant, 382C, Mogabe Street, Wadzana, Shamva.

LIQUOR ACT [CHAPTER 14:12]

Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bar Liquor Licence in respect of premises situate at Stand 3, Amazon Business Centre, Inziza Rural District Council, Filabusi, trading as Amanduna Sports Bar, for Lamola Lindisa Mosa Tshuma.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022.—Lamola Lindisa Mosa Tshuma, applicant, Stand 3, Amazon Business Centre, Inziza Rural District Council, Filabusi.

392989f

Application for Transfer of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 58 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for transfer of the Bar Liquor Licence in respect of premises situate at Stand 19724, Unit “G”, Seko, Chitungwiza, from Johnson Mukaro Moyo, trading as Obvious Nyamuzihwa Bar, to Getrude Moyo.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022.—Getrude Moyo, applicant, 45, Takashinga Street, Zengeza 5, Chitungwiza.

392993f

Application for Removal of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 56 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the removal of the Beershall Liquor Licence, held by Francis Muhando, trading as Mushandweyu Garden, from the premises situate at Mazurhasa Business Centre, Chirungwe Rural District Council, Mhondoro-Mubaira, to Chiviro Beershall, Chirungwe Business Centre, Chirungwe Rural District Council, Mhondoro-Mubaira.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022.—Francis Muhando, applicant, Chirungwe Business Centre, Chirungwe Rural District Council, Mhondoro-Mubaira.

392819f

INLAND WATERS SHIPPING ACT [CHAPTER 13:06]

Application for an Ordinary Permit to Provide a Shipping Service

NOTICE is hereby given that Dabula Safaris (Private) Limited, has made an application to the Inland Waters Shipping Services Board, in terms of section 37 of the Inland Waters Shipping Act [Chapter 13:06], for an ordinary permit, for a period of three years, to offer shipping services with the boat hire on Upper Zambezi to Kandaha Island.

Any objections to this application, made in terms of section 40 of the Inland Waters Shipping Act [Chapter 13:06], must be made in the manner prescribed in section 136 of the Inland Waters Shipping Regulations, 1971, and within 28 days after the date of publication in this Gazette, of this notice.—Dabula Safaris (Private) Limited.

392808f

LAND SURVEY ACT [CHAPTER 20:12]

Application for Cancellation of a portion of General Plan No. BDG 2228 of Stands 313-413 and 510-513 Hopelyn Township of Delmore A, Bulawayo District.

NOTICE is hereby given, in terms of section 47(3) of the Land Survey Act [Chapter 20:12] that the undersigned intends to apply to the Surveyor-General for cancellation of portion of General Plan No. BDG 2228 represented by Stands 313-413 and 510-513 Hopelyn Township of Delmore A, exclusive of roadways and public places and defined by beacons 384x, 318x, 330x, 331d, 413e, 413b, 367a, 407x and 384x.

The General Plan is filed at the office of the Surveyor-General, Office 333, Third Floor, Tredgold Building, Bulawayo, where it can be inspected.

Any person who objects to the proposed cancellation must lodge his/her objection, in writing, giving his/her name and address and his/her grounds of objection with the Surveyor-General, within 21 days after the date of publication of this notice, at the above address, or P.O. Box 1580, Bulawayo, or on or before the expiry of 21 days from the day after publication of this notice.

An objector may, if he/she considers it advisable, lodge a copy of the objection with the applicant at the address given below.

71, Coventry Road, Harare.

A. COULSON, Harare.

35055f

GOVERNMENT GAZETTE

Conditions of Acceptance of Copy

FAILURE to comply with any of the following conditions will result in the rejection of copy, and no responsibility can be accepted if such rejection should affect any date contained in such copy or any requirement of publication on a specific date.

Persons drafting any kind of notices are strongly advised to follow the guidance offered in—
(a) the Instructions Relating to the Drafting and Typing of Legislation (Attorney-General’s Circular 1 of 1978); and
(b) the Manual of Style for the Drafting and Preparation of copy published by Printflow (Private) Limited: which two booklets are intended for complementary use.

In these conditions, other than where a particular kind of copy is specified, “copy” means copy for all matter contained in the Gazette itself and for subsidiary legislation issued as supplements to the Gazette.

1. (1) Other than by prior arrangements, only original typing is accepted.

(2) Carbon copies are not normally acceptable, other than in cases where the original typing has to be legally retained, elsewhere, as, for example, in the case of a proclamation.

(3) Computer print-outs are not accepted automatically, as discussion may be necessary with regard to the extra time and costs involved.

2. (1) All copy must be clear and legible, and there must be double or one and a half spacing between the lines.

(2) Any corrections or alterations made by the originator, must be clearly effected in blue or black ink, using editorial marks — not proof-reader’s marks:

Provided that any copy containing extensive alterations will be rejected.

3. (1) Copy must appear on one side only of each sheet of paper.

(2) Except as is provided in subsection (2) of section 8, paper must not exceed 210 millimetres in width.

(3) If copy comprises two or more sheets of paper, all sheets must be numbered consecutively, in arabic figures, preferably in the top right-hand corner.

(4) Where any matter is added after the copy has been prepared, and such additional matter results in one or more sheets being inserted between those already numbered, all sheets must be renumbered from there onwards — not, for instance 7, 7b, 8, et cetera.

4. Photographic copy or copy produced on a duplicating machine may be accepted if it is abundantly clear.

5. (1) Should any copy—

(a) exceed 10 pages of double-spaced typing on size A4 paper; or

(b) contain tabular or other matter which involves complicated setting; it will be classed as ‘lengthy’ copy, and will be required to be submitted not less than 21 days before the date of closing for the Gazette in which it is to be published.

(2) Lengthy copy may be accepted at less than 21 days’ notice if—

(a) the work involved is of a straightforward and non-tabular nature; and

(b) the total volume of work on hand for the time being permits its acceptance.

6. Notwithstanding anything to the contrary contained in these conditions, any copy—

(a) which is of national importance, and which is originated as a matter of urgent necessity, may, by prior arrangement, be accepted late for the current week;

(b) may, due to shortage of staff or to technical considerations, be delayed until conditions permit its processing.

7. Copy must not be submitted as part of a letter or a requisition. It must appear on a separate sheet of paper, on which there is no instruction or other extraneous matter.

8. (1) In cases where notices have to be published in tabular form, copy must be drafted exactly as it is to appear. If printed forms for any such notices are unavailable, advertisers must prepare their own forms. While it is not necessary to include the preamble, the box-headings must be there, and, where applicable, the number of the form; for example, “Insolvency Regulations — Form 3”.

(2) In the case of copy for tabular notices, the provision of subsection (2) of section 3 does not apply.

9. Copy for all advertisements, whether sent by post or delivered by hand, must be accompanied by a requisition or a letter which clearly sets out—

(a) the name and address of the advertiser; and

(b) the debtor’s code number, if any; and

(c) the required date or dates of publication.

10. If a typographical error occurs in the Gazette, it is rectified as soon as possible by a correcting notice without charge to the ministry or department concerned, subject to the following conditions—

(a) that such error is reported to the editor within three months from the date of publication; and

(b) that the relevant copy, upon re-examination, is proved to be abundantly clear; and

(c) that the correction of such error is legally necessary.

(2) If a drafting error is not detected before publication, the originating ministry or department is required to draft its own correcting notice, take it to the Attorney-General for vetting and pay for such notice to be published.

(3) For the removal of doubt—

(a) a typographical error is made by a typographer;

(b) a typist’s error is classed as a drafting error by reason of the fact that the officer responsible for drafting failed to check the typist’s work.

GOVERNMENT GAZETTE

Authorized Scale of Charges, Times of Closing and Subscription Rate as from 1st April, 2019

| Charges for statutory instruments | THE charge for printing statutory instruments is USD0.07 per A5 page and USD0.14 per A4 page multiplied by 2,000 (being the number of copies printed). |
| Charges for advertisements including general notices | THE area of advertisement multiplied by USD0.80. |
| Notes which have to appear in tabular form across the full width of the page, such as lost insurance policies, deceased estates, insolvent estates, company liquidations, notices in terms of the Insolvency Act {Chapter 6.04}, changes of companies’ names: USD30.00 cash per entry. |
| Notices of intention to alienate a business or the goodwill of a business or any goods or property forming part of a business, otherwise than in the ordinary course of business shall cost USD120.00 cash for the three consecutive publications. |
| Except in the case of approved accounts, remittances must accompany all copy of advertisements, failing this, copy will be returned with an assessment of charges. |
| Times of closing | The Gazette closes for the receipt of copy for all notices to be published in the normal columns, and for statutory instruments at 11 a.m. on the Monday preceding the Friday of publication. |
| Copy for all notices to be set in tabular form must be received by 11 a.m. on the Friday preceding the Friday of publication. |
| Any copy which is received after the respective closing times will automatically be held over for insertion in the Gazette of the following week, in which case no responsibility can be accepted if the purpose of the notice is thereby nullified. |
| When public holidays occur, the normal closing times are varied, and such variations are notified in the Gazette in advance. |
| All copy must be addressed to Printflow (Private) Limited, and either posted to P.O. Box CY 341, Causeway, or delivered direct to the company, in George Silundika Avenue (between Sixth Street and Epton Street), Harare. Envelopes should be marked: Gazette copy — urgent. |
| Regular advertisers and subscribers are requested to advise immediately of any change of address. |
GOVERNMENT GAZETTE

Submission of Copy for Government Gazette Statutory Instruments and Notices

IT is hereby notified, for general information, that it is necessary to draw attention to the "Conditions for Acceptance of Copy", which appears in every issue of the Gazette; and particularly the need to submit lengthy copy, in the case of Statutory Instruments, at least 21 days before the date of closing for the Gazette in which the notice is to be published.

During the past few months or so there have been many cases where urgent copy for subsidiary legislation, which requires the signature of the President or a minister to give it effect, and which is of national importance, has been sent in for publication in the Gazette after closing time. Whilst I acknowledge that it is the duty of Printflow (Private) Limited to give certain notices special treatment, I am, however, of the view that a Gazette Extraordinary has tended to be a must rather than a matter of priority in respect of unwarranted delays of urgent copy.

While every effort will continue to be made to publish Extraordinaries on the required dates, copy must be submitted timeously so that it can be programmed into the printing-work flow as soon as is available.

H. MATINGWINA,
Gazette Editor.

Printflow (Private) Limited,
George Shunduka Avenue (between Sixth Street and Eton Street), Harare (P.O. Box CY 341, Causeway).

GOVERNMENT PUBLICATIONS ON SALE
(as available at time of ordering)

THE following publications are obtainable from the following Printflow publications offices: the Printflow Publications Office, Cecil House, 95, Jason Moyo Avenue, Harare (P.O. Box CY 341, Causeway); or from the Printflow Publications Office, No. 8, Josiah Chiramanwa/Manchester Roads (P.O. Box 897), Bulawayo; or from the Printflow Publications Office, No. 2, Robert Mugabe Avenue, Murewa (Private Bag Q 7738, Murewa); or from the Printflow Publications Office, Stand No. 7150B, Bradburn Street, Masvingo (Private Bag 9293, Masvingo); MSU Batanai Complex, Sengi (P.O. Box 1392), Gweru.

A Framework for Economic Reform (1991-95)
An Introduction to Law
Commission of Inquiry into Taxation
Customs and Excise Tariff Notice, 2007
Customs Containerisation Rules
Customs Valuation Manual
Flora zambesiaca, volume I, part II
Flora zambesiaca, volume II, part I
Flora zambesiaca, supplement
Government Gazette (subscription rate for 3 months including postal)
Government Gazette (individual copies)
Manual of River and Lakesmanship
Model Building By-laws, 1977
National Manpower Survey, 1981: volume II
National Manpower Survey, 1981: volume III
Patents and Trade Marks Journal (subscription for 3 months)
Patents and Trade Marks Journal (individual copies)
Rhodesia law reports, 1970, part 1 and 2, per part
Rhodesia law reports, 1971, part 1 and 2, per part
Rhodesia law reports, 1972, part 1 and 2, per part
Rhodesia law reports, 1973, part 1 and 2, per part
Rhodesia law reports, 1974, part 1 and 2, per part
Rhodesia law reports, 1975, part 1 and 2, per part
Rhodesia law reports, 1976, per part
Rhodesia law reports, 1977, part 2, per part
Rhodesia law reports, 1978, per part
Rhodesia law reports, 1979, (five parts), per set
Rhodesia subsidiary legislation, 1970 (four parts), per set
Rhodesia subsidiary legislation, 1971 (five parts), per part or, per set
Rhodesia subsidiary legislation, 1972 (seven parts), per part
Rhodesia subsidiary legislation, 1973 (seven parts), per part
Rhodesia subsidiary legislation, 1974 (five parts), per part
Rhodesia subsidiary legislation, 1975 (five parts), per part
Rhodesia subsidiary legislation, 1976 (six parts), per part
Rhodesia subsidiary legislation, 1977 (four parts), per part
Rhodesia subsidiary legislation, 1978 (four parts), per part
Rhodesia subsidiary legislation, 1980 (five parts), per part
Rhodesia subsidiary legislation, 1981 (four parts), per part
Second Five Year National Development Plan, 1951-1955
Statutory Instruments, 1980 (five parts), per part
Statutory Instruments, 1981 (four parts), per part
Subsidiary Legislation from 1970 to 1981
Zimbabwe law reports, from 1965 up to 1984
Zimbabwe law reports, 1983 (Part I, soft cover)
Zimbabwe law reports, 1982 (Part 2, soft cover)
Zimbabwe law reports, 1984 (soft cover)
Zimbabwe Rhodesia subsidiary legislation, 1979 (four parts)

NEW ACTS—REVISED EDITIONS 1996
Individual Acts—
Access to Information and Protection of Privacy Act (Chapter 10:27)
Administration of Estates Act (Chapter 6:08)
Administrative Court Act (Chapter 16:01)
Animal Health Act (Chapter 10:09)
Arbitration Act, 1996 (No. 6 of 1996)
Audit and Exchequer Act (Chapter 22:01)
Banking Act (Chapter 24:01)
Bill of Rights Act (Chapter 13:02)
Broadcasting Act (Chapter 12:01)
Broadcasting Services Act (Chapter 2:06)
Building Societies Act (Chapter 24:02)
Capital Gains Tax Act (Chapter 23:01)
Children's Protection and Adoption Act (Chapter 5:06)
Citizenship of Zimbabwe Act (Chapter 4:01)
Civil Evidence Act (Chapter 8:01)
Civil Matters (Mutual Assistance) Act (Chapter 8:02)
Civil Protection Act (Chapter 19:01)
Commercial Premises Act (Lease Control) (Chapter 14:04)
Commissions of Inquiry Act (Chapter 17:07)
Common Law Act (Chapter 20:04)
Companies Act (Chapter 24:02)
Compensation Act, 1996 (Chapter 17:00)
Constitution of Zimbabwe
Constitutional Amendment Act (Chapter 10:05)
Constitutional Amendment Act (Zimbabwe) (Chapter 10:06)
Contractual Penalties Act (Chapter 8:04)
Control of Goods Act (Chapter 14:05)
Co-operative Societies Act (Chapter 24:06)
Consumer Protection Act (Chapter 14:07)
Copyright and Neighbouring Rights Act (Chapter 26:07)
Criminal Law Amendment Act (Chapter 9:05)
Criminal Law (Codification and Reform) Act (Chapter 9:23)
Criminal Matters Act (Mutual Assistance) (Chapter 9:24)
Farmers Licensing and Levy Act (Chapter 18:01)
Fencing Act (Chapter 29:06)
Fertilizers, Farm Feeds and Remedies Act (Chapter 18:12)
Finance Act (Chapter 24:02)
Firearms Act (Chapter 29:09)
Forest Act (Chapter 19:06)
Food and Food Standards Act (Chapter 25:04)
Gold Trade Act (Chapter 21:09)
Guardianship of Minors Act (Chapter 5:08)
Harmful Liquids Act (Chapter 9:10)
Health Professions Act (Chapter 24:08)
High Court (formerly High Court of Zimbabwe) Act (Chapter 7:06)
High Court (Mutual Assistance) Act (Chapter 14:09)
Hire Purchase Act (Chapter 14:09)
Housing and Building Act (Chapter 22:07)
Income Tax Act
Industrial Designs Act (Chapter 26:02)
Inland Waters Shipping Act (Chapter 13:06)
Inquests Act (Chapter 12:07)
Inolvency Act (Chapter 6:04)
Insurance Act (Chapter 24:07)
Interpretation Act (Chapter 12:09)
Interpreters Act (Chapter 24:10)
Inquests Act (Chapter 9:07)
Inland Waters Shipping Act (Chapter 7:06)
Inquests Act (Chapter 9:10)
Justice Act (Chapter 24:08)
Justice Act (Chapter 24:09)
Land Acquisition Act (Chapter 20:01)
Land Survey Act (Chapter 24:02)
Land Surveyor Act (Chapter 27:06)
Legal Practitioners Act (Chapter 27:07)
Liquor Act (Chapter 14:12)
NOTICES TO CREDITORS AND DEBTORS (pursuant to sections 43 and 66 of the Administration of Estates Act [Chapter 6:01]

All persons having claims against the under-mentioned estates are required to lodge them in detail with the executor or representative concerned within the stated period, calculated from the date of publication hereof, and those indebted thereon are required to pay to the executor or representative the amounts due by them within the same period, failing which legal proceedings will be taken for the recovery thereof.

MHC. 7

<table>
<thead>
<tr>
<th>Number of estate</th>
<th>Name and description of estate</th>
<th>Date of death</th>
<th>Within a period of</th>
<th>Name and address of executor or representative</th>
</tr>
</thead>
<tbody>
<tr>
<td>MRE.214/2022</td>
<td>Chipanwa Andrew Shimbiwa</td>
<td>19.1.2022</td>
<td>30 days</td>
<td>Christopher Shonhiwa, House No. 26,39, Phase 2, 392794f</td>
</tr>
<tr>
<td>MRE.886/2021</td>
<td>Kachimanda Nyenza</td>
<td>15.6.2021</td>
<td>30 days</td>
<td>Jesse Nyemonya, 10,107, Gara, Chibpondoro. 392795f</td>
</tr>
<tr>
<td>ME.152/2022</td>
<td>Jennifer Nyamandize</td>
<td>9.8.2021</td>
<td>30 days</td>
<td>Lorz Gwemusani, 30, 3rd Floor, 392796f</td>
</tr>
<tr>
<td>CHP.63/2021</td>
<td>Monica Magidzi</td>
<td>21.4.2012</td>
<td>30 days</td>
<td>Mulkar Trust, 112, 16, Mzico, Kurekwe. 392797f</td>
</tr>
<tr>
<td>H1.52/2021</td>
<td>Rina Nyamusara Muzaka</td>
<td>14.3.2008</td>
<td>30 days</td>
<td>Tapawa Makwurure, 2nd Tower, 37, Gweta. 392798f</td>
</tr>
<tr>
<td>CY.52/2021</td>
<td>Cecilia Chimambo</td>
<td>9.1.2021</td>
<td>30 days</td>
<td>Mortise House, 260, Commercial Street, 392799f</td>
</tr>
<tr>
<td>CZ.25/2021</td>
<td>Leonard Rukambure</td>
<td>25.5.2021</td>
<td>30 days</td>
<td>Isaac Tshuma, 26, Ophir Trust Company, 392800f</td>
</tr>
<tr>
<td>142/2021</td>
<td>Rawson Mufonwone</td>
<td>4.10.2003</td>
<td>30 days</td>
<td>Tine Choza, 10, Ophir Trust Company, 392816f</td>
</tr>
<tr>
<td>K.18/2022</td>
<td>Peter Muzuka</td>
<td>17.5.2022</td>
<td>30 days</td>
<td>Leswin Mvunyavi, 32043, Makoni Shopping Centre. 392818f</td>
</tr>
<tr>
<td>40/2021</td>
<td>Agnes Mupaka</td>
<td>12.5.2016</td>
<td>30 days</td>
<td>Frederick Mthembu, 86, Pendennis Road, 392818f</td>
</tr>
<tr>
<td>MRE.111/2022</td>
<td>Tawanda Kopongoro</td>
<td>6.3.2022</td>
<td>30 days</td>
<td>Mortise House, 260, Commercial Street, 392819f</td>
</tr>
<tr>
<td>1715/2022</td>
<td>Norman Gasona Zungu</td>
<td>7.4.2022</td>
<td>30 days</td>
<td>Frederick Mthembu, 86, Pendennis Road, 392819f</td>
</tr>
<tr>
<td>933/2022</td>
<td>Lizwe Nkomo</td>
<td>28.6.2018</td>
<td>30 days</td>
<td>Simon Mupara, 6, Pendennis Road, 392819f</td>
</tr>
<tr>
<td>H.15/2022</td>
<td>Charles Tawonge Nhauhe</td>
<td>9.1</td>
<td>30 days</td>
<td>Patricia Domingo, 25, Egypt, Highfield, Harare. 392840f</td>
</tr>
<tr>
<td>H.73/2022</td>
<td>Austin Magaya</td>
<td>1.10.2021</td>
<td>30 days</td>
<td>Angeline Mupata, Chikubuwa, Private Bag, 392841f</td>
</tr>
<tr>
<td>CH.101/2022</td>
<td>Clever Mapungu</td>
<td>20.3.2022</td>
<td>30 days</td>
<td>Ishmael Chinuva, 1111, Bulawayo Road, 392842f</td>
</tr>
<tr>
<td>106/2022</td>
<td>Walter Gwensayo Mupasi</td>
<td>3.8.2021</td>
<td>30 days</td>
<td>Ishmael Chinuva, 1111, Bulawayo Road, 392842f</td>
</tr>
<tr>
<td>4078/2021</td>
<td>Sylvia Dzungu</td>
<td>15.10.2020</td>
<td>30 days</td>
<td>Ishmael Chinuva, 1111, Bulawayo Road, 392844f</td>
</tr>
<tr>
<td>717/2022</td>
<td>Talent Moyo</td>
<td>6.1.2022</td>
<td>30 days</td>
<td>Ishmael Chinuva, 1111, Bulawayo Road, 392844f</td>
</tr>
<tr>
<td>1346/2022</td>
<td>Chukwani Chikungu</td>
<td>20.10.2020</td>
<td>30 days</td>
<td>Ishmael Chinuva, 1111, Bulawayo Road, 392844f</td>
</tr>
<tr>
<td>Date of death</td>
<td>Within a period of</td>
<td>Name and description of estate</td>
<td>M.H.C. 7 (continued)</td>
<td></td>
</tr>
<tr>
<td>---------------</td>
<td>-------------------</td>
<td>-------------------------------</td>
<td>---------------------</td>
<td></td>
</tr>
<tr>
<td><strong>30.5.2022</strong></td>
<td>30 days</td>
<td>Givenore Tendekayi Chitambe</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>29.4.2020</strong></td>
<td>30 days</td>
<td>Justin Masango</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>26.2.2006</strong></td>
<td>30 days</td>
<td>Winnie Mupetia</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>20.10.2002</strong></td>
<td>30 days</td>
<td>Johnson Chawatama</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>21.1.2021</strong></td>
<td>30 days</td>
<td>Msizakwazi Chikomo</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>14.10.2021</strong></td>
<td>30 days</td>
<td>Richard Chauke</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>1.3.2022</strong></td>
<td>30 days</td>
<td>Esmunelle Masotra</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>10.7.2022</strong></td>
<td>30 days</td>
<td>Blessing Manyuradzi Dzona</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>7.1.2010</strong></td>
<td>30 days</td>
<td>John Chisvito</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>8.5.2022</strong></td>
<td>30 days</td>
<td>Tendai Ndongwe</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>15.8.2016</strong></td>
<td>30 days</td>
<td>Samuel Tagonya</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>25.9.2011</strong></td>
<td>30 days</td>
<td>Charity Murawza</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>10.8.2018</strong></td>
<td>30 days</td>
<td>Gilbert Musika</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>10.4.2022</strong></td>
<td>30 days</td>
<td>Ezekiel Muzumhindo</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>10.9.2018</strong></td>
<td>30 days</td>
<td>Hapson Padenga</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>12.1.2022</strong></td>
<td>30 days</td>
<td>Bernard Mhaka</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>24.10.2020</strong></td>
<td>30 days</td>
<td>Frances Matarole Mkuwure</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>26.6.2015</strong></td>
<td>30 days</td>
<td>Farame Muzidzimu</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>24.10.2019</strong></td>
<td>30 days</td>
<td>Isabelle Mashangale</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>12.6.2021</strong></td>
<td>30 days</td>
<td>David Mzizimba</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>3.12.95</strong></td>
<td>30 days</td>
<td>Nonzam Rudo Mhinganwanda</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>29.4.2022</strong></td>
<td>30 days</td>
<td>Shepherd Mnunza</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>19.2.2020</strong></td>
<td>30 days</td>
<td>Tambiraiy Lennox Nhlongenhe</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>11.9.2018</strong></td>
<td>30 days</td>
<td>Bester Mapho</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>31.1.2021</strong></td>
<td>30 days</td>
<td>Lovemore Ndlou</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>5.1.2022</strong></td>
<td>30 days</td>
<td>Takawanda Wiltbert Dzilo</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>13.7.2018</strong></td>
<td>30 days</td>
<td>Norman Manyo</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>15.7.2017</strong></td>
<td>30 days</td>
<td>Gibson Ncube</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>10.1.2020</strong></td>
<td>30 days</td>
<td>Violet Malva also known as Violet Malva Sifya</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>24.12.2020</strong></td>
<td>30 days</td>
<td>Emma Ncube</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>17.7.2018</strong></td>
<td>30 days</td>
<td>Shadrack Fungai Muchemetcha</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>23.12.2016</strong></td>
<td>30 days</td>
<td>Abdul Khadie</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>23.10.2013</strong></td>
<td>30 days</td>
<td>Florence Hillie</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>15.4.2022</strong></td>
<td>30 days</td>
<td>Clementia Muchindulu also known as Clementia Moyo</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>9.7.2003</strong></td>
<td>30 days</td>
<td>Alicka Jinda</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>18.1.2016</strong></td>
<td>30 days</td>
<td>Michael M. Sibanda</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>22.9.2021</strong></td>
<td>30 days</td>
<td>Patililayo Vhemba</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>25.10.2021</strong></td>
<td>30 days</td>
<td>Munungudzinh Benias Mutevura also known as Benias Mwongwina Mutevura</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>9.1.2019</strong></td>
<td>30 days</td>
<td>Philip Muzwiwa Ndlou</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>4.9.2012</strong></td>
<td>30 days</td>
<td>Kalabani Felton Ncube also known as Kalabani Philimon</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>2.7.2004</strong></td>
<td>30 days</td>
<td>Lunga Ndlou</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>17.2.2002</strong></td>
<td>30 days</td>
<td>Mildred Winnie Mla usa</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>10.9.2014</strong></td>
<td>30 days</td>
<td>Juliet Masuku</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>24.4.2013</strong></td>
<td>30 days</td>
<td>Neil Brock Mpofu</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>9.7.2015</strong></td>
<td>30 days</td>
<td>Dumiso Tshabalala</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>12.5.2019</strong></td>
<td>30 days</td>
<td>Liza Tshabalala</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>30.5.2022</strong></td>
<td>30 days</td>
<td>Elizabeth Kholo</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>5.11.2021</strong></td>
<td>30 days</td>
<td>Erick Nkomo also known as Nkomo</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>21.1.2022</strong></td>
<td>30 days</td>
<td>Doreen Ncube</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Number of estate</td>
<td>Name and description of estate</td>
<td>Date of death</td>
<td>Within a period of</td>
<td>Name and address of executor or representative</td>
</tr>
<tr>
<td>------------------</td>
<td>--------------------------------</td>
<td>--------------</td>
<td>--------------------</td>
<td>-----------------------------------------------</td>
</tr>
<tr>
<td>B.250/2022</td>
<td>Charles Manditereza</td>
<td>9.5.2021</td>
<td>30 days</td>
<td>Mongobudle, Isabel Manditereza, 1676, Niketa 8, Bulawayo.</td>
</tr>
<tr>
<td>B.698/2022</td>
<td>Lovemore Shunda</td>
<td>17.3.2022</td>
<td>30 days</td>
<td>Mongobudle, Isabel Manditereza, 1676, Niketa 8, Bulawayo.</td>
</tr>
<tr>
<td>B.212/2022</td>
<td>Samuel Mhulikha</td>
<td>30.7.2021</td>
<td>30 days</td>
<td>Mongobudle, Isabel Manditereza, 1676, Niketa 8, Bulawayo.</td>
</tr>
<tr>
<td>B.365/2022</td>
<td>Violet Hlalangana</td>
<td>22.7.89</td>
<td>30 days</td>
<td>Mongobudle, Isabel Manditereza, 1676, Niketa 8, Bulawayo.</td>
</tr>
<tr>
<td>B.254/2022</td>
<td>Tamuwa Shinda</td>
<td>4.2.2022</td>
<td>30 days</td>
<td>Mongobudle, Isabel Manditereza, 1676, Niketa 8, Bulawayo.</td>
</tr>
<tr>
<td>697/2021</td>
<td>David Mulula Nkhole</td>
<td>22.2.2032</td>
<td>30 days</td>
<td>Mongobudle, Isabel Manditereza, 1676, Niketa 8, Bulawayo.</td>
</tr>
<tr>
<td>B.325/2022</td>
<td>cathedral Nkholi</td>
<td>2.3.2022</td>
<td>30 days</td>
<td>Mongobudle, Isabel Manditereza, 1676, Niketa 8, Bulawayo.</td>
</tr>
<tr>
<td>3984/2021</td>
<td>Emily Mhlanga also known as Emely Tshuma</td>
<td>23.3.95</td>
<td>30 days</td>
<td>Mongobudle, Isabel Manditereza, 1676, Niketa 8, Bulawayo.</td>
</tr>
<tr>
<td>B.461/2019</td>
<td>Amos Mhlanga also known as Amos Mhlanga</td>
<td>30.9.2018</td>
<td>30 days</td>
<td>Mongobudle, Isabel Manditereza, 1676, Niketa 8, Bulawayo.</td>
</tr>
<tr>
<td>B.356/2021</td>
<td>William Moyo</td>
<td>5.2.2021</td>
<td>30 days</td>
<td>Mongobudle, Isabel Manditoreza, 1676, Niketa 8, Bulawayo.</td>
</tr>
<tr>
<td>B.254/2022</td>
<td>Tamuwa Shinda</td>
<td>4.2.2022</td>
<td>30 days</td>
<td>Mongobudle, Isabel Manditereza, 1676, Niketa 8, Bulawayo.</td>
</tr>
<tr>
<td>220/2022</td>
<td>Elwell Munyaberi</td>
<td>10.1.2010</td>
<td>30 days</td>
<td>Mongobudle, Isabel Manditereza, 1676, Niketa 8, Bulawayo.</td>
</tr>
<tr>
<td>459/2022</td>
<td>John Dube</td>
<td>2.2.2002</td>
<td>30 days</td>
<td>Mongobudle, Isabel Manditereza, 1676, Niketa 8, Bulawayo.</td>
</tr>
<tr>
<td>789/2022</td>
<td>Stanley Nyyeredzo</td>
<td>16.5.2021</td>
<td>30 days</td>
<td>Mongobudle, Isabel Manditereza, 1676, Niketa 8, Bulawayo.</td>
</tr>
<tr>
<td>7/2022</td>
<td>Remifeye Makom</td>
<td>18.9.2021</td>
<td>30 days</td>
<td>Mongobudle, Isabel Manditereza, 1676, Niketa 8, Bulawayo.</td>
</tr>
<tr>
<td>B.346/2022</td>
<td>Njabulo Sibanda</td>
<td>2.5.2016</td>
<td>30 days</td>
<td>Mongobudle, Isabel Manditereza, 1676, Niketa 8, Bulawayo.</td>
</tr>
<tr>
<td>254/2020</td>
<td>Michele Elizabeth Hilton Barber</td>
<td>28.1.2020</td>
<td>30 days</td>
<td>Mongobudle, Isabel Manditereza, 1676, Niketa 8, Bulawayo.</td>
</tr>
<tr>
<td>MS.183/2022</td>
<td>Ronee Mavumwe</td>
<td>27.3.2022</td>
<td>30 days</td>
<td>Mongobudle, Isabel Manditereza, 1676, Niketa 8, Bulawayo.</td>
</tr>
<tr>
<td>B.493/2022</td>
<td>Michael Raymond Hancock</td>
<td>7.2.2002</td>
<td>30 days</td>
<td>Mongobudle, Isabel Manditereza, 1676, Niketa 8, Bulawayo.</td>
</tr>
<tr>
<td>B.718/2022</td>
<td>Jabulwinw Amot Khumalo</td>
<td>17.7.2019</td>
<td>30 days</td>
<td>Mongobudle, Isabel Manditereza, 1676, Niketa 8, Bulawayo.</td>
</tr>
<tr>
<td>782/2021</td>
<td>Obert Kera</td>
<td>29.4.2010</td>
<td>30 days</td>
<td>Mongobudle, Isabel Manditereza, 1676, Niketa 8, Bulawayo.</td>
</tr>
<tr>
<td>3849/2022</td>
<td>Tatenda Chisituyi</td>
<td>13.5.2022</td>
<td>30 days</td>
<td>Mongobudle, Isabel Manditereza, 1676, Niketa 8, Bulawayo.</td>
</tr>
<tr>
<td>Cy.411/2022</td>
<td>Claudius Mubai Matsitikd</td>
<td>4.7.2021</td>
<td>30 days</td>
<td>Mongobudle, Isabel Manditereza, 1676, Niketa 8, Bulawayo.</td>
</tr>
<tr>
<td>4266/2021</td>
<td>Regina Savigren</td>
<td>10.4.2018</td>
<td>30 days</td>
<td>Mongobudle, Isabel Manditereza, 1676, Niketa 8, Bulawayo.</td>
</tr>
<tr>
<td>1845/2022</td>
<td>Joshua Chiiboro</td>
<td>5.10.2022</td>
<td>30 days</td>
<td>Mongobudle, Isabel Manditereza, 1676, Niketa 8, Bulawayo.</td>
</tr>
<tr>
<td>1548/2021</td>
<td>Johnstone Muhindh</td>
<td>20.6.2021</td>
<td>30 days</td>
<td>Mongobudle, Isabel Manditereza, 1676, Niketa 8, Bulawayo.</td>
</tr>
<tr>
<td>1177/2022</td>
<td>Cecilia Marova</td>
<td>1.8.2021</td>
<td>30 days</td>
<td>Mongobudle, Isabel Manditereza, 1676, Niketa 8, Bulawayo.</td>
</tr>
<tr>
<td>3252/2022</td>
<td>Magdalene Marano</td>
<td>17.12.2014</td>
<td>30 days</td>
<td>Mongobudle, Isabel Manditereza, 1676, Niketa 8, Bulawayo.</td>
</tr>
<tr>
<td>231/2017</td>
<td>Dofondzcho Chibvayo</td>
<td>25.1.2007</td>
<td>30 days</td>
<td>Mongobudle, Isabel Manditereza, 1676, Niketa 8, Bulawayo.</td>
</tr>
<tr>
<td>C.2411/2017</td>
<td>Mundzvedza Mavhunga</td>
<td>5.3.2014</td>
<td>30 days</td>
<td>Mongobudle, Isabel Manditereza, 1676, Niketa 8, Bulawayo.</td>
</tr>
<tr>
<td>1347/2022</td>
<td>Wonders Kali</td>
<td>16.3.2003</td>
<td>30 days</td>
<td>Mongobudle, Isabel Manditereza, 1676, Niketa 8, Bulawayo.</td>
</tr>
<tr>
<td>K.766/2022</td>
<td>Daniel Tembo</td>
<td>19.2.2021</td>
<td>30 days</td>
<td>Mongobudle, Isabel Manditereza, 1676, Niketa 8, Bulawayo.</td>
</tr>
<tr>
<td>549/2020</td>
<td>Regina Kote</td>
<td>7.2.2019</td>
<td>30 days</td>
<td>Mongobudle, Isabel Manditereza, 1676, Niketa 8, Bulawayo.</td>
</tr>
<tr>
<td>1811/2022</td>
<td>Fiddah Makowski</td>
<td>4.9.2021</td>
<td>30 days</td>
<td>Mongobudle, Isabel Manditereza, 1676, Niketa 8, Bulawayo.</td>
</tr>
</tbody>
</table>

ZIMBABWEAN GOVERNMENT GAZETTE, 24TH JUNE, 2022

3037
NOTICES OF LIQUIDATION AND DISTRIBUTION ACCOUNTS LYING FOR INSPECTION

(pursuant to section 52 of the Administration of Estates Act [Chapter 6:01])

Notice is hereby given that copies of liquidation and distribution accounts in the under-mentioned estates will be open for the inspection of all persons interested therein for a period of 21 days (or longer if stated) from the dates specified, or from the date of publication hereof, whichever may be the later. Accounts will lie for inspection at the offices specified below. Objections to an account should be lodged with the Master, Harare, or the Assistant Master, Bulawayo, as the case may be. Should no objections be lodged to an account for a period of 21 days (or longer if stated) from the dates specified, or from the date of publication hereof, whichever may be the later. Accounts will lie for inspection at the offices specified below. Objections to an account should be lodged with the Master, Harare, or the Assistant Master, Bulawayo, as the case may be. Should no objections be lodged to an account for a period of 21 days (or longer if stated) from the dates specified, or from the date of publication hereof, whichever may be the later. Accounts will lie for inspection at the offices specified below.

<table>
<thead>
<tr>
<th>Number of estate</th>
<th>Name and description of estate</th>
<th>Date of death</th>
<th>Description of account</th>
<th>Office of the</th>
</tr>
</thead>
<tbody>
<tr>
<td>2175/2017</td>
<td>Stephen Gomasi Madeza</td>
<td>15.1.2022</td>
<td>First and Final Liquidation and Distribution Account</td>
<td>Master of the High Court, Harare.</td>
</tr>
<tr>
<td>2116/2015</td>
<td>Lloyd Manyangwa</td>
<td>12.6.2021</td>
<td>First and Final Liquidation and Distribution Account</td>
<td>Master of the High Court, Harare.</td>
</tr>
<tr>
<td>554/2021</td>
<td>Oliver Isaac Dika</td>
<td>10.6.2021</td>
<td>First and Final Liquidation and Distribution Account</td>
<td>Master of the High Court, Harare.</td>
</tr>
<tr>
<td>207/2022</td>
<td>Theresa Kadungu</td>
<td>27.4.2022</td>
<td>First and Final Liquidation and Distribution Account</td>
<td>Master of the High Court, Harare.</td>
</tr>
<tr>
<td>207/2022</td>
<td>Richard Jacob Makunare Muthiya</td>
<td>27.4.2022</td>
<td>First and Final Liquidation and Distribution Account</td>
<td>Master of the High Court, Harare.</td>
</tr>
<tr>
<td>01/2022</td>
<td>Phillip Kariri</td>
<td>27.4.2022</td>
<td>First and Final Liquidation and Distribution Account</td>
<td>Master of the High Court, Harare.</td>
</tr>
<tr>
<td>Number of estate</td>
<td>Name and description of estate</td>
<td>Date of death</td>
<td>Within a period of</td>
<td>Name and address of executor or representative</td>
</tr>
<tr>
<td>------------------</td>
<td>--------------------------------</td>
<td>---------------</td>
<td>-------------------</td>
<td>-----------------------------------------------</td>
</tr>
<tr>
<td>H.155/2003</td>
<td>Claudius Vambe</td>
<td>21 days</td>
<td>First Interim Account</td>
<td>Master of the High Court, Harare. 392955f</td>
</tr>
<tr>
<td>H.156/2006</td>
<td>Simbarasi Musukwedza</td>
<td>21 days</td>
<td>First Interim Account</td>
<td>Master of the High Court, Harare. 392956f</td>
</tr>
<tr>
<td>370/2018</td>
<td>Ahmed Salauldakin</td>
<td>21 days</td>
<td>First and Final Account</td>
<td>Master of the High Court, Harare. 392961f</td>
</tr>
<tr>
<td>4223/2021</td>
<td>Kudakwashe Gift Shonga</td>
<td>21 days</td>
<td>First and Final Account</td>
<td>Master of the High Court, Harare. 392733f</td>
</tr>
<tr>
<td>293/2021</td>
<td>Stanley Kutora</td>
<td>21 days</td>
<td>First and Final Account</td>
<td>Master of the High Court, Harare. 392734f</td>
</tr>
<tr>
<td>179/2004</td>
<td>Abrahm Musumura</td>
<td>21 days</td>
<td>First and Final Account</td>
<td>Magistrates, Chimwaga. 392735f</td>
</tr>
<tr>
<td>1474/2015</td>
<td>Joseph Goromonzi</td>
<td>21 days</td>
<td>First and Final Account</td>
<td>Master of the High Court, Harare. 392736f</td>
</tr>
<tr>
<td>4913/2021</td>
<td>Bernard Spencer Fish</td>
<td>21 days</td>
<td>First and Final Account</td>
<td>Master of the High Court, Harare. 392737f</td>
</tr>
<tr>
<td>4238/2021</td>
<td>Kudirekini</td>
<td>21 days</td>
<td>First and Final Account</td>
<td>Master of the High Court, Harare. 392738f</td>
</tr>
<tr>
<td>MS/95/2022</td>
<td>Mihedz Mbuyona M. Capacure</td>
<td>21 days</td>
<td>First and Final Account</td>
<td>Master of the High Court, Harare. 392739f</td>
</tr>
<tr>
<td>CY.213/2021</td>
<td>Sarah Kufandayedza</td>
<td>21 days</td>
<td>First and Final Account</td>
<td>Magistrates, Chinsho. 392740f</td>
</tr>
<tr>
<td>610/2021</td>
<td>Karin Elizabeth Igoe</td>
<td>21 days</td>
<td>First and Final Account</td>
<td>Master of the High Court, Harare. 392742f</td>
</tr>
<tr>
<td>3730/2021</td>
<td>Fidelys Munqaralso known as Fidelys Munpa</td>
<td>21 days</td>
<td>First and Final Account</td>
<td>Master of the High Court, Harare. 392648f</td>
</tr>
<tr>
<td>3929/2019</td>
<td>Ellen Nkra</td>
<td>21 days</td>
<td>First and Final Account</td>
<td>Magistrates, Chinsho. 392647f</td>
</tr>
<tr>
<td>03/2021</td>
<td>Ellen Nkra</td>
<td>21 days</td>
<td>First and Final Account</td>
<td>Magistrates, Norton. 392764f</td>
</tr>
<tr>
<td>819/2022</td>
<td>Rosa Bernardina Rodrigues</td>
<td>21 days</td>
<td>First and Final Account</td>
<td>Magistrates, Kwekwe. 392765f</td>
</tr>
<tr>
<td>KK.22/2022</td>
<td>Patience Muchamore Tagwira</td>
<td>21 days</td>
<td>First and Final Account</td>
<td>Magistrates, Gweru. 392766f</td>
</tr>
<tr>
<td>KK.46/2022</td>
<td>Mathias Madelewe</td>
<td>21 days</td>
<td>First and Final Account</td>
<td>Magistrates, Kwekwe. 392767f</td>
</tr>
<tr>
<td>GW.20/2022</td>
<td>Martin Thabo Mukwena</td>
<td>21 days</td>
<td>First and Final Account</td>
<td>Magistrates, Gweru. 392768f</td>
</tr>
<tr>
<td>GW.26/2022</td>
<td>Chirapha Muzwumwa Mapaseire</td>
<td>21 days</td>
<td>First and Final Account</td>
<td>Magistrates, Gweru. 392769f</td>
</tr>
<tr>
<td>B.1209/2021</td>
<td>Sibulwako Simon Ntoni</td>
<td>21 days</td>
<td>First and Final Account</td>
<td>Master of the High Court, Bulawayo. 392770f</td>
</tr>
<tr>
<td></td>
<td>Nkuzo Nkuzo</td>
<td>21 days</td>
<td>First and Final Account</td>
<td>Master of the High Court, Bulawayo. 392771f</td>
</tr>
<tr>
<td>98/2018</td>
<td>Caiphas Zwelini Munyanyana also known as Zwelini Carpas Munyanyana</td>
<td>21 days</td>
<td>First and Final Account</td>
<td>Master of the High Court, Bulawayo. 392772f</td>
</tr>
<tr>
<td>R.4086/2011</td>
<td>Magaret Nkomo</td>
<td>21 days</td>
<td>First and Final Account</td>
<td>Magistrates, Kwekwe. 392773f</td>
</tr>
<tr>
<td>R.884/2018</td>
<td>George Siziba</td>
<td>21 days</td>
<td>First and Final Account</td>
<td>Master of the High Court, Bulawayo. 392774f</td>
</tr>
<tr>
<td>R.863/2011</td>
<td>Ralston Mlongani Mgenzwa</td>
<td>21 days</td>
<td>First and Final Account</td>
<td>Master of the High Court, Bulawayo. 392775f</td>
</tr>
<tr>
<td>R.775/2020</td>
<td>Else Mangoma Muzekwa</td>
<td>21 days</td>
<td>First and Final Account</td>
<td>Master of the High Court, Bulawayo. 392776f</td>
</tr>
<tr>
<td>437/2021</td>
<td>Walter Johnson</td>
<td>21 days</td>
<td>First and Final Account</td>
<td>Master of the High Court, Bulawayo. 392777f</td>
</tr>
<tr>
<td>B.1613/2019</td>
<td>David Eriedman</td>
<td>21 days</td>
<td>First and Final Account</td>
<td>Master of the High Court, Bulawayo. 392778f</td>
</tr>
<tr>
<td>645/2020</td>
<td>Ian George Hyslop</td>
<td>21 days</td>
<td>First and Final Account</td>
<td>Master of the High Court, Bulawayo. 392779f</td>
</tr>
<tr>
<td>1813/2014</td>
<td>Alvis Chikomo</td>
<td>21 days</td>
<td>First and Final Account</td>
<td>Master of the High Court, Harare. 392925f</td>
</tr>
<tr>
<td>3981/2021</td>
<td>Richard Michael Gerard New</td>
<td>21 days</td>
<td>First and Final Account</td>
<td>Magistrates, Kwekwe. 392981f</td>
</tr>
</tbody>
</table>
EDICTS: SELECTION OF EXECUTORS, TUTORS AND CURATORS DATIVE

Notice is hereby given that edict meetings will be held in respect of the estates of the under-mentioned deceased persons at the office of the Master in Harare or the Office of the Magistrate for the district, as the case may be, on the dates and times, and for the purposes specified hereunder.

M.H.C. 25

COMPANIES AND OTHER BUSINESS ENTITIES ACT [CHAPTER 24:31]

CHANGE OF COMPANIES’ NAMES

Notice is hereby given, in terms of section 26 of the Companies And Other Business Entities Act (Chapter 24:31), that application will be made, not less than 14 days from the date of publication of this notice, to the Chief Registrar of Companies, for his approval to change the names of the under-mentioned company as indicated below.

Number Name of company Change of name to Agent


INSOLVENCY ACT [CHAPTER 6:07]

(pursuant to subsection (2) of section 50, of subsection (3) of section 51)

Notice is hereby given that a meeting of creditors and/or contributories will be held in the liquidation mentioned below on the dates and at the times and places for the purposes set forth.

Number Name of company Whether meeting of creditors and/or contributories Day, date and hour of meeting Place of meeting Purpose of meeting

CR.6/2022 L & S Distributors (Private) Limited Creditors and contributories Wed. 13.7.2022 8.30 a.m. Court A, Master’s House, cnr Herbert Chitepo/Sam Nujoma Street, Harare - Proof of claims against 392820f the company.

CR.12/2022 Bineth Farm (Private) Limited Creditors and contributories Wed. 13.7.2022 8.30 a.m. Court A, Master’s House, cnr Herbert Chitepo/Sam Nujoma Street, Harare - Proof of claims against 392821f the company.

SHERIFF’S SALES

Conditions of sale

1. The sale is conducted in terms of the rules of the High Court, which provide that it shall be without reserve but subject to the condition that the Sheriff requires to be satisfied that the highest price offered is reasonable, having regard to the circumstances of time and place and the state of the property.

2. After the auction, a report on the bidding and on the highest price offered, together with any other relevant information relating to the sale, will be forwarded to the Sheriff, who, if satisfied that the highest price offered is reasonable, having regard to the circumstances of time and place and the state of the property, will declare the highest bidder to be the purchaser.

3. In terms of the rules of court, any person having an interest in the sale may, within seven days of the Sheriff having declared the highest bidder to be the purchaser, apply to the High Court to have it set aside on the grounds that the sale was improperly conducted or the property was sold for an unreasonably low sum, or any other good ground.
4. In the event of no application being made within the said period of seven days the Sheriff shall confirm the sale.

5. During the auction, should any dispute arise as to any bid the property will be put up for sale again.

6. The right is reserved to the auctioneer of regulating or refusing any bid.

7. The sale shall be for cash and, in addition, the purchaser shall pay—
   (a) the auctioneer’s commission; and
   (b) the costs of transfer, including conveyancer’s charges, stamp duty and any other fees; and
   (c) all arrear rates and charges, and any other expenses necessary to complete the transfer.

8. Immediately after conclusion of the auction the highest bidder shall, unless other arrangements are made with the auctioneer, deposit with the auctioneer an amount sufficient to cover the auctioneer’s commission, and either—
   (a) advise the Commissioner appointed by the Sheriff, attending the sale of the manner in which he intends to make payment of the purchase-price and other costs and charges in terms of these conditions, and satisfy the Commissioner as to his bona fides and ability to meet his obligations; or
   (b) effect payment to the Commissioner of the whole of the purchase price in cash or by cheque or bank draft drawn to the order of the Sheriff.

9. The purchase money, if not paid in full to the Commissioner at the conclusion of the auction, shall be paid on or before the registration of the transfer of the property into the name of the purchaser, unless the Sheriff approves other arrangements for discharging the amount due by the purchaser.

10. The purchaser shall be liable to pay interest at the rate of twenty-five per cent. per annum in respect of any unpaid balance of the purchase-price with effect from seven days after the date of confirmation of the sale by the Sheriff.

11. If the purchaser fails to make payment of the purchase price and other costs and charges in terms of these conditions of sale, or fails to comply with any conditions of the sale contained herein, the Sheriff shall have the right to apply to a judge of the High Court to have the sale cancelled, and to hold the purchaser liable for any loss or damages sustained, or to employ any other remedy which he may have. In the event of the sale being cancelled, the purchaser shall not be entitled to any increase which the property may realize at a subsequent sale.

12. The property is sold as represented by the title-deeds the Sheriff not holding himself liable for any deficiency whatsoever, and renouncing all excess; and the Sheriff does not hold himself responsible for the determination of the boundaries and beacons which shall be the responsibility of the purchaser.

13. The property shall be at the risk and profit of the purchaser from the date upon which the Sheriff confirms the sale and the Sheriff gives no warranty of vacant possession.

14. The highest bidder may not withdraw his bid in terms of these conditions of sale prior to the date of confirmation of the sale or rejection of his offer by the Sheriff.

<table>
<thead>
<tr>
<th>S.S.</th>
<th>Plaintiff and defendant</th>
<th>Description of property</th>
<th>Date, time and place of sale</th>
<th>Auctioneer</th>
</tr>
</thead>
<tbody>
<tr>
<td>B. 14/2019</td>
<td>Lionel Mugumbe and Another vs Trynos Nkomo</td>
<td>Mining Claims &quot;D&quot; and Claim &quot;E&quot; held under Claim GA 3004 and 3005, respectively also known as Bunny Lucky's Mine in West Nicholson</td>
<td>1st July, 2022, at 1000 hours at Realgate Offices, No. 50A, Josiah Tongogara Street, Bulawayo.</td>
<td>Realgate Auctioneers. 460101f</td>
</tr>
<tr>
<td>B. 21/2020</td>
<td>City of Bulawayo vs Ivan Hauser</td>
<td>Certain piece of land in extent 4 117 square metres being Stand 15 Manningdale A situate in the district of Bulawayo</td>
<td>1st July, 2022, at 1000 hours at Realgate Offices, No. 50A, Josiah Tongogara Street, Bulawayo.</td>
<td>Realgate Auctioneers. 460102f</td>
</tr>
<tr>
<td>B. 11/2020</td>
<td>City of Bulawayo vs Joseph Donald Olszewski</td>
<td>Certain piece of land being Stand 90 Manningdale Township of Manningdale A situate in the district of Bulawayo measuring 4 098 square metres</td>
<td>1st July, 2022, at 1000 hours at Realgate Offices No. 50A, Josiah Tongogara Street, Bulawayo.</td>
<td>Realgate Auctioneers. 460103f</td>
</tr>
</tbody>
</table>
## CONTENTS

<table>
<thead>
<tr>
<th>Number</th>
<th>General Notices</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>1332</td>
<td>District Development Fund/Office of the President and Cabinet: Invitation to Tenders</td>
<td>3007</td>
</tr>
<tr>
<td>1333</td>
<td>Chipazhe High School (CHS): Tender Invitation</td>
<td>3008</td>
</tr>
<tr>
<td>1334</td>
<td>Ministry of Health and Child Care (MOHCC)/St Paul's Mission Hospital: Invitation to Domestic Competitive Bidding</td>
<td>3008</td>
</tr>
<tr>
<td>1335</td>
<td>National Pharmaceutical Company (NatPharm): Invitation to Domestic Competitive Bidding</td>
<td>3009</td>
</tr>
<tr>
<td>1336</td>
<td>Municipality of Bindura (MOB): Tender Notices</td>
<td>3009</td>
</tr>
<tr>
<td>1337</td>
<td>APC Holdings: Expressions of Interest</td>
<td>3009</td>
</tr>
<tr>
<td>1338</td>
<td>Sunway City (SC) (Private) Limited: Domestic Competitive Tender Invitation</td>
<td>3010</td>
</tr>
<tr>
<td>1339</td>
<td>Zimbabwe Power Company (ZPC): Invitation to Domestic Competitive Bidding</td>
<td>3010</td>
</tr>
<tr>
<td>1340</td>
<td>Stilo Food Industries (SPI) Limited: Invitation to Competitive Bidding</td>
<td>3010</td>
</tr>
<tr>
<td>1341</td>
<td>Municipality of Kariba (MOK): Invitation to Domestic Tender</td>
<td>3011</td>
</tr>
<tr>
<td>1342</td>
<td>Allied Timbers Zimbabwe (ATZ) (Private) Limited: Invitation to Competitive Bidding</td>
<td>3011</td>
</tr>
<tr>
<td>1343</td>
<td>Ministry of Health and Child Care (MOHCC)/St Paul's Mission Hospital: Invitation to Domestic Competitive Bidding</td>
<td>3011</td>
</tr>
<tr>
<td>1344</td>
<td>Environmental Management Agency (EMA): Invitation to Domestic Tenders</td>
<td>3011</td>
</tr>
<tr>
<td>1345</td>
<td>Municipality of Kariba (MOB): Invitation to Domestic Tender</td>
<td>3011</td>
</tr>
<tr>
<td>1346</td>
<td>Zimbabwe National Road Administration (ZINARA): Invitation to Domestic Competitive Bidding</td>
<td>3011</td>
</tr>
<tr>
<td>1347</td>
<td>Mberengwa Rural District Council (MRDC): Invitation to Domestic Competitive Bidding</td>
<td>3012</td>
</tr>
<tr>
<td>1348</td>
<td>People's Own Savings Bank of Zimbabwe (POSB): Invitation to Domestic Competitive Bidding</td>
<td>3012</td>
</tr>
<tr>
<td>1349</td>
<td>National Building Society (NBS) Limited: Invitation to Competitive Bidding</td>
<td>3012</td>
</tr>
<tr>
<td>1350</td>
<td>Zimbabwe Electricity Transmission and Distribution Company (ZETDC): Invitation to Tenders</td>
<td>3012</td>
</tr>
<tr>
<td>1351</td>
<td>Zimbabwe Energy Regulatory Authority (ZERA): Request for Proposal</td>
<td>3013</td>
</tr>
<tr>
<td>1352</td>
<td>Zimbabwe Energy Regulatory Authority (ZERA): Re-tender Notice</td>
<td>3013</td>
</tr>
<tr>
<td>1353</td>
<td>Ministry of Local Government and Public Works/Mashonaland East Province Tenders Invited</td>
<td>3013</td>
</tr>
<tr>
<td>1354</td>
<td>City of Kwekwe (CKO): Invitation to Competitive Bidding</td>
<td>3013</td>
</tr>
<tr>
<td>1355</td>
<td>City of Kwekwe (CKO): Invitation to Competitive Bidding</td>
<td>3014</td>
</tr>
<tr>
<td>1356</td>
<td>Zimbabwe School Examinations Council (ZIMSEC): Invitation to Competitive Bidding Tenders</td>
<td>3014</td>
</tr>
<tr>
<td>1357</td>
<td>Municipality of Chinhoyi (MOG): Invitation to Tenders: Competitive Bidding</td>
<td>3014</td>
</tr>
<tr>
<td>1358</td>
<td>Ministry of Information Technology, Postal and Courier Services (MICTPCS): Invitation to Competitive Bidding</td>
<td>3014</td>
</tr>
<tr>
<td>1359</td>
<td>Zimbabwe National Statistics Agency (ZIMSTAT): Invitation to Domestic Competitive Bidding</td>
<td>3014</td>
</tr>
<tr>
<td>1361</td>
<td>Postal and Telecommunications Regulatory Authority of Zimbabwe (POTRAZ): Invitation Competitive Bidding</td>
<td>3015</td>
</tr>
<tr>
<td>1362</td>
<td>Zimbabwe Revenue Authority (ZIMRA): Invitation to Competitive Bidding</td>
<td>3015</td>
</tr>
<tr>
<td>1363</td>
<td>TelOne (Private) Limited: Invitation to Competitive Bidding Tenders</td>
<td>3016</td>
</tr>
<tr>
<td>1364</td>
<td>Ministry of Health and Child Care (MOHCC): Invitation to Tenders</td>
<td>3016</td>
</tr>
<tr>
<td>1365</td>
<td>Municipality of Bindura (MOB): Tender Notices</td>
<td>3016</td>
</tr>
<tr>
<td>1366</td>
<td>National Railways of Zimbabwe (NRZ): Invitation to Competitive Bidding</td>
<td>3016</td>
</tr>
<tr>
<td>1367</td>
<td>Zimbabwe United Passenger Company (ZUPCO): Invitation to Tenders</td>
<td>3017</td>
</tr>
<tr>
<td>1368</td>
<td>Ministry of Women Affairs, Community, Small and Medium Enterprises Development (MWACSMED): Invitation to Competitive Domestic Tender</td>
<td>3017</td>
</tr>
<tr>
<td>1369</td>
<td>Zimbabwe Manpower Development Fund (ZIMDEP): Invitation to Domestic Tenders</td>
<td>3017</td>
</tr>
<tr>
<td>1370</td>
<td>Ministry of National Housing and Social Security (MHNSS): Invitation to Domestic Competitive Bidding</td>
<td>3017</td>
</tr>
<tr>
<td>1371</td>
<td>National Pharmaceutical Company (NatPharm): Invitation to Competitive Bidding</td>
<td>3018</td>
</tr>
<tr>
<td>1372</td>
<td>Civil Registry Department (CRD): Invitation to Competitive Bidding</td>
<td>3018</td>
</tr>
<tr>
<td>1373</td>
<td>Mines and Minerals Act [Chapter 21:05]: Amendments to Claims Erroneously Included in Mining Lease No. 38: Examix Investments (Private) Limited</td>
<td>3018</td>
</tr>
<tr>
<td>1374</td>
<td>City of Harare (COH): Invitation to Domestic and International Tenders</td>
<td>3019</td>
</tr>
<tr>
<td>1375</td>
<td>City of Harare (COH): Invitation to Domestic and International Tenders</td>
<td>3019</td>
</tr>
<tr>
<td>1376</td>
<td>Ministry of Transport and Infrastructural Development (MOTID): Invitation to Domestic Tender</td>
<td>3019</td>
</tr>
<tr>
<td>1377</td>
<td>Insurance and Pension Commission (IPEC): Notification of Tender Cancellation</td>
<td>3020</td>
</tr>
<tr>
<td>1378</td>
<td>National Railways of Zimbabwe (NRZ): Invitation to Competitive Bidding</td>
<td>3020</td>
</tr>
</tbody>
</table>

Statutory Instrument Issued as a Supplement to this Gazette

<table>
<thead>
<tr>
<th>Number</th>
<th>General Notices</th>
</tr>
</thead>
<tbody>
<tr>
<td>117</td>
<td>Collective Bargaining Agreement: Funeral Industry</td>
</tr>
</tbody>
</table>
ARRANGEMENT OF SECTIONS

Section

1. Title and period of operation.
2. Application.
3. Interpretation.
4. Grading and wages.
5. Ordinary hours of work.
6. Conversion.
7. Payment of overtime.
8. Shift Work.
9. Time off and flexible working hours.
10. Payment of wages.
12. Outside work.
13. Subsistence, accommodation and travel allowances.
15. Maternity leave.
17. Industrial holidays.
19. Continuous service.
20. Record of service.
22. Long service awards.
23. Medical aid scheme.
24. Funeral policy.
25. Loans.
27. Registration and council dues.
28. Exemptions, retrenchment and approval of measures to avoid retrenchment.
29. Copy of agreement and notice.
30. Union dues.
31. Administration.
Section
32. Gratuities on termination of employment.
33. Variations.
34. Employment code of conduct.
35. Declaration.

FIRST SCHEDULE: Agreement.
SECOND SCHEDULE: Grading.
THIRD SCHEDULE: Form of Notice.
FOURTH SCHEDULE: Gratuities.
FIFTH SCHEDULE: Remuneration.
SIXTH SCHEDULE: Offences and penalties.

IT is hereby notified that the Collective Bargaining Agreement set out in the First Schedule shows the agreement made under the NEC Funeral Industry, the agreement has been registered in terms of section 79 and is hereby published in terms of section 80 of the Labour Act [Chapter 28:01] as follows:

FIRST SCHEDULE

AGREEMENT BETWEEN FUNERAL INDUSTRY EMPLOYERS’ ASSOCIATION OF ZIMBABWE (HEREINAFTER REFERRED TO AS THE EMPLOYERS OR THE EMPLOYERS’ ORGANIZATION) AND ZIMBABWE FUNERAL SERVICES AND ASSURANCE WORKERS’ UNION (HEREINAFTER REFERRED TO AS THE EMPLOYEES OR TRADE UNION)

MADE AND ENTERED into in accordance with the provisions of the Labour Act [Chapter 28:01] hereinafter referred to as the Act between the Funeral Industry Employers Association of Zimbabwe (hereinafter referred to as the “employers” or the “employers’ organisation”) representing all employers in the Funeral Industry, of the one part, and the Zimbabwe Funeral Services and Assurance Workers’ Union (hereinafter referred to as “the employees” or the “trade union”) representing all employees in the funeral industry, of the other part, both being parties to the National Employment Council for the Funeral Industry of Zimbabwe empowered to negotiate and agree to conditions of service in the Funeral Industry of Zimbabwe.
Title and period of operation

1. (1) This agreement shall be cited as the Funeral Industry of Zimbabwe Collective Bargaining Agreement.

   (2) This agreement shall come into operation on the date of its registration in terms of section 80 of the Labour Act and shall remain in force until such time as it is replaced by another agreement.

Application

2. (1) This Agreement shall apply to—

   (a) all employers in the Funeral Industry; and

   (b) all employees in the Funeral Industry whose occupations are listed in the Second Schedule grading.

   (2) No employer or employee may waive any provision of the Agreement whether or not the said provision creates a benefit to or an obligation on the employer or employee concerned. In the event of any provision of this Agreement being inoperative or ultra vires the powers of the parties or the Act or regulations made hereunder either before or after registration of this Agreement under the provisions of the Act this shall in no way affect the remainder of the Agreement which shall in that event constitute the Agreement. For the avoidance of any doubt where a provision of his or her agreement is inconsistent with the Labour Act the latter shall prevail.

   (3) Any expressions used herein which are defined in the Act shall have the same meaning as in the Act, any words imparting the masculine gender shall include the feminine gender and words in the singular shall include the plural sense, further unless inconsistent with the context.

   (4) Where this agreement is silent on any conditions of service referred to in the Act, the provisions of the Act shall apply as if they were incorporated in this agreement.

Interpretation

3. (1) Any expression used herein, which is defined in the Act shall have the same meaning as defined in that Act.

   (2) Unless inconsistent with the context—

      “Act” means the Labour Act [Chapter 28:01] as amended from time to time;

      “alternative” means a person appointed by either party to act on behalf of a representative of that party in absence of such representative;

      “calendar month” means the period commencing on the first day of the month and ending on the last day of that month;

      “casual worker” means a worker who is engaged for a period of not more than six weeks in any four successive calendar months;
Collective Bargaining Agreement: Funeral Industry

“continuous service” means the total period of unbroken service of an employee with one employer or predecessor to such employer where there has been a transfer of undertaking;

“contract worker” means an employee who is engaged for a specific period, tasks or project;

“council” means the National Employment Council for the Funeral Industry of Zimbabwe;

“day-off” or “days-off” means, in the case of—
(a) an employee working six days per week, Sunday or that day in the week in lieu of Sunday on which the employee is not normally required to work;
(b) an employee working five days per week, Saturday and Sunday, or those days in the week in lieu of Saturday and Sunday, on which the employee is not normally required to work:

Provided however, that where an employee is normally required to work a six-day week but his or her employer elects to allow him or her to work a five-day week while still paying him or her for the six-day week, the sixth day shall not be considered as a day off;

“day-shift” means that work scheduled during the normal hours of the daylight;

“designated agent” means an employee of council certified by Registrar of labour for the purposes of administering and enforcing this CBA, the Act and industrial relations in the funeral industry;

“emergency work” means work, which must be performed immediately in order to prevent harm to any plant or employees, or plant or employees of a customer or to near-by persons or properties;

“employee” means an employee as defined in the Act and engaged by an employer to work for a company/organisation in the funeral industry;

“employer” means an employer as defined in the Act who is registered and licensed in terms of the Insurance Act [Chapter 24:07] and the Companies and Other Business Entities Act [Chapter 24:31] whose core business is funeral services and related support services;

“employers’ association” means the Funeral Industry employers Association of Zimbabwe or any other party registered to represent Employers in the Funeral Industry who is a member of Council;

“establishment” means any place in which business under the Funeral Industry is carried out;

“General Secretary” means the Secretary of the Council;

“grade” means a grade as listed in the Second Schedule;

“industry” means the Funeral Industry i.e. that industry or sector which provides those jobs or occupations listed in Second Schedule,
it carries out such services which include embalming, body removals, body wash and dressing, burial services, cremation services and underwriting of funeral policies to members of the public;

"industrial holiday" means any day prescribed as a paid holiday in terms of section 18 of this CBA.

"medical practitioner" means a person registered as a medical practitioner by the Medical Dental and Allied Professions Council or a registered traditional practitioner;

"morning off" means any time before 12 noon;

"month" means an official calendar month;

"night shift" means that work regularly scheduled after the normal hours of the day or any work conducted during the night hours;

"ordinary hours" means the hours of work as provided for under section 5 as read with other sections of this Agreement;

"overtime" means any time worked in excess of ordinary working hours;

"party or parties" means the Zimbabwe Funeral Services and Workers' Union and the Funeral Industry Employers Association of Zimbabwe;

"public holiday" means all holidays declared as such in terms of a public holiday and Prohibition of Business Act [Chapter 10:21];

"Registrar" means the Registrar of Labour;

"representative" means a person appointed by either party to represent the party on the Council or any of its committees;

"skilled worker" means a person who has been certified by the Registrar of Apprenticeship and Skilled Manpower, as a skilled worker class 1, 2, 3 or 4 in a designated or recognised trade in terms of the Manpower Planning and Development Act [Chapter 28:02];

"Trade Union" means the Zimbabwe Funeral Services and Assurance Workers' Union;

"wage or salary or remuneration" means the earnings of an employee that does not include a travelling or subsistence allowance or any payment in respect of overtime, or any bonus or other like benefit;

"working day" means any day other than a day off or a public holiday.

Grading and wages

4. (1) An employer shall place each employee in a grade appropriate to his or her occupation, and shall pay a wage to such employee of at least the minimum amount prescribed for the occupation of the employee, and no employee shall accept a wage amounting to less than that amount.
(2) Wages of skilled workers as defined in section 3 of this Agreement shall not be less than the wage stipulated by the parent industry as applicable to his trade or the Ministry of Labour where this is not available.

(3) A contract employee shall be paid not less than the amount prescribed in respect of his or her occupation.

(4) Any increment of remuneration in respect of such employee shall be based on his or her actual salary.

(5) On promotion to a higher grade, an employee shall be paid —
   (a) at least the minimum wage prescribed for such higher grade;
   (b) an employee who is required to perform work in a lower grade than that in which he or she is normally employed shall be paid the wage applicable to the grade or work which he or she normally performs.

(6) An employee who is appointed, in writing, to carry out the full responsibilities of a job in a higher grade than that in which he or she is normally employed for a period of at least one full working day, shall be paid the minimum wage applicable to such higher grade for each day spent working in that higher grade:

   Provided that the minimum in a higher grade is more than the employee’s current salary.

(7) The period allowable for such appointment to act shall not exceed a continuous period of six months.

(8) An employee who is required and permitted to perform work in occupations listed in more than one grade shall be paid the minimum wage prescribed for the highest grade in which such employee is required and permitted to work.

(9) An employer shall not reduce the wage of an employee for any time not worked if the employee was able and willing to work and was present at his or her place of work but the employer was unable, or unwilling, to furnish him or her with work.

(10) Where an operation performed by an employee is not specified in the Second Schedule—
   (a) the employer shall provisionally place the employee in a grade reasonably nearest to his or her job description;
   (b) the employer shall notify the Secretary of Council;
   (c) the Secretary of Council, after consultation with the employers’ organisation and the trade union, shall determine an interim classification of the operation, which shall be subject to ratification by the Council at its next meeting.

Ordinary hours of work

5. (1) The hours of work shall not exceed nine (9) hours per day inclusive of lunch and tea break.
(2) The ordinary hours of work shall not exceed forty-five (45) hours per week, without paying overtime rates set out in section 7 or giving time off in lieu of such overtime.

(3) Every employee shall be given a lunch and tea break every day of at least 1 hour and 15 minutes in duration respectively.

Conversation

6. (1) For the purpose of converting a monthly wage to the daily equivalent of a monthly wage, the monthly wage shall be divided by twenty-two in the case of employees who work a five-day week and by twenty-six in the case of employees who work a six-day week.

Payment of overtime

7. (1) An employer may reasonably require an employee to work overtime, and shall, whenever possible, give twenty-four (24) hours' notice to such employee, provided that the employee shall be adequately compensated for overtime in cash or time off and be given reasonable amenities to avail himself for the performance of that work.

(2) No employee shall decline to work overtime without a reasonable excuse.

(3) An employer shall—

(a) pay cash for overtime worked where an employee is entitled to be paid cash for overtime worked, he or she shall be paid in respect of each hour worked—

(i) in excess of normal working hours on a working day of the week, at least one and a half times his or her current hourly rate; or

(ii) on a day off or public holiday, at double his or her current hourly rate;

(iii) for the purpose of calculating payments in terms of section 7(3)(a), any period of a quarter of an hour but less than half an hour shall be counted as half an hour, and any period more than half an hour shall be regarded as an hour;

(iv) the cash payment for overtime worked shall be no later than one pay period from date of accrual. This period may however, for operational reasons, be extended to a maximum of three (3) months on agreement by the employer and employee. If the employer cannot unilaterally pay cash for overtime worked within three (3) months, he or she must provide compensatory time off for the hours worked;

(v) overtime shall be paid at the salary rate prevailing on the date of payment;
(b) give time off instead of cash payment where overtime worked cannot be paid in cash, the employer shall give time off to the employee during normal working hours, equivalent to—

(i) the value of overtime hours worked;

(ii) the time off in lieu of payment for overtime worked shall be given no later than one pay period from the date of accrual. This period may however, for operational reasons, be extended to a maximum of three (3) months on agreement by the employer and employee;

(iii) the time off in lieu of overtime worked shall be ranked at par with vocational leave days;

(c) pay fixed overtime allowance—

(i) in place of cash in lieu of overtime or compensatory days in lieu of overtime, an employer in agreement with the employee shall pay a minimum fixed allowance of 30 per centum of current basic salary to all employees whose duties requires them to work long and extra hours. However, higher rates can still be negotiated and agreed between the employer and the employees;

(ii) no employee is therefore expected to claim overtime as such allowance already covers for any overtime worked or not worked;

(iii) in the event that, no extra work has been carried, no employer is expected to claim a refund from the employee;

(iv) employers shall ensure that all workers are getting enough time to rest as provided in the Labour Act under section 14C, which states that, employees are entitled to no less than 24 continuous hours of rest each week, either on the same day of every week or another agreed date.

Regardless of the fixed allowance in lieu of overtime, every employee shall be granted leave of absence during every public holiday as gazetted under a notice in terms of the Public Holidays and Prohibition of Business Act [Chapter 10:21]. In the event that the employee works on public holiday, he or she shall be paid overtime accordingly.

Shift work

8. The employer may introduce a shift work within the company. On shift work, the employer shall—

(a) take into consideration of section 6(1) (b) of the Labour Act [Chapter 28:01], which creates a fundamental duty on behalf of the employer not to require an employee to work more than the maximum hours permitted by law or by agreement (that is a Collective Bargaining Agreement);

(b) consider section 14C of the Labour Act [Chapter 28:01] which provides, employees are entitled to no less than 24 continuous
hours of rest each week, either on the same day of every week or another agreed date;

c) grant leave of absence to every employee during every public holiday as gazetted under a notice in terms of the Public Holidays and Prohibition of Business Act [Chapter 10:21].

**Time off and flexible working hours**

9. (1) An employee who is a trade union member or representative is entitled to a reasonable amount of paid time off to take part in activities of that trade union. Employers must be guided by the provisions of section 14B(c) of the Labour Act [Chapter 28:01].

(2) Employees with spouses and biological children aged up to sixteen who have disability have the right to apply to work flexibly. This should be mutually agreed by the employee according to the Disabled Persons Act [Chapter 17:01].

(3) An employee has a right to paid time off during working hours—

(a) to perform duties or undergo relevant training as a trustee of an occupational pension scheme;

(b) to perform functions or undergo training in relation to being an employee representative for the purposes of collective redundancies or in respect of the transfer of undertakings or service provision change legislation.

**Payment of wages**

10. (1) Every employer shall pay wages to each employee, weekly, fortnightly or monthly, as the case may be, on or by due date.

(2) Payments for overtime, bonuses and allowances shall be made to each employee, weekly, fortnightly or monthly, as the case may be.

(3) All remuneration shall be paid either by crediting an employee’s bank, building society or Post Office Savings Bank account or by cheque or in cash, and shall be accompanied by a wage slip showing—

(a) the name and grade of the employee; and

(b) the wage rate; and

(c) the period for which payment is made; and

(d) the total number of hours or days worked; and

(e) the amount of overtime; and

(f) the amount of any other payment, bonus, commission or allowances, irrespective of whether paid to or on behalf of the employee; and

(g) any deductions authorised in terms of section 8; and

(h) the net amount received by the employee.

(4) No employer shall give, and no employee shall accept any consideration other than cash, cheque or bank transfer in payment of a wage.
(5) If an employee considers that the payment made to him or her is less than the net amount reflected on the accompanying wage slip, he or she shall notify his or her employer at the time when payment is made.

(6) Notwithstanding the provisions of subsection (3), the Council may, on application by an employer, authorise such employer to use some other system of informing his or her employees of the make-up of their remuneration.

Special provisions: Mortuary workers/undertakers

11. (1) All companies in the funeral industry shall provide a fixed monthly allowance of 20 per centum of the employee’s current basic salary known as mortuary allowance to all employees who perform duties in the mortuary or similar duties outside the mortuary. However, higher rates can still be negotiated and agreed between the employer and the employees.

(2) All undertakers who go out for an overnight shall be paid for accommodation and meals at the minimum rates of 3 per centum breakfast, 3 per centum lunch, 4 per centum supper and 5 per centum accommodation. These percentages are based on the basic salary of the employee concerned. However, higher rates can still be negotiated and agreed between the employer and the employees.

Outside work

12. No employee, other than a part-time employee or a casual employee shall solicit, take orders for, undertake or perform any work of a similar capacity to that in which he or she is normally employed, on his or her own account or on behalf of any other person or firm, for gain without the written consent of his or her employer.

Subsistence, accommodation and travel allowances

13. (1) An employee who is required to work more than twenty-five kilometres from his or her normal place of work, which necessitates his or her sleeping away from home, shall be paid a subsistence allowance agreed by the employer and the employees to provide for all necessary travelling and subsistence expenses.

(2) Where transport is required to convey an employee referred to in subsection (1), the form of transport to be used shall be mutually agreed upon by the employer and the employee, and payment shall be as follows—

(a) where public transport is used, an employee shall be paid the cost of such transport; and

(b) where an employee uses his or her own vehicle, he or she shall be paid the prevailing Automobile Association (AA) rate per km:

Provided that an employee travelling outside his or her ordinary hours of work shall not be paid for such time spent in travelling, unless mutually agreed upon between such employee and his or her employer.

Vacation leave

14. (1) The provisions of this section shall not apply to casual employees and part time employees.
(2) An employee shall be entitled to proceed on vacation leave within six (6) weeks of his or her application thereof:

Provided that, where undue hardship would be caused to the employer, the employee shall be entitled to proceed on vacation leave within twelve (12) weeks of his or her application thereof.

(3) An employer shall be entitled, on giving one (1) month's written notice, to require an employee to proceed on his or her accrued vacation leave, or any portion thereof, at any time convenient to the employer.

(4) An employee who has accumulated vacation leave may, with the consent of his or her employer, elect to be paid cash in lieu of his or her taking such leave or part thereof.

(5) An employee proceeding on vacation leave shall, on request be paid his or her wage up to date, and his or her current wage and allowances for the period of such leave, prior to his or her going on leave.

(6) Any period of leave taken by an employee in terms of this section, or any additional leave granted by the employer, whether paid or not, or any sick-leave taken shall not be counted as continuous service for the purpose of calculating leave.

(7) For the purpose of calculating any period of leave or pay in lieu of leave, a year shall be reckoned from the date on which an employee commences service with an employer.

(8) For the purpose of leave-pay, the pay for one day shall be calculated in terms of section 6.

(9) The leave-pay of an employee shall be calculated on his or her current wage at the time of proceeding on such leave.

(10) An employee, whose service is terminated for any cause whatsoever, shall be paid the cash equivalent of any leave, which he or she has accrued and the amount of such payment shall be based on his or her current wage.

(11) If an establishment observes a holiday other than a prescribed public holiday, such holiday shall not be offset against an employee's accumulation of vacation leave days in the same way prescribed public holidays are treated.

(12) In case of unexpected national, industry or establishment outbreak, natural disaster, nation-wide strikes or any political upheaval or declaration which leads to national, industry or establishment temporary shutdown, and prevents the employee from going to work, the days of such shutdown shall not be offset against an employee's accumulation of vacation leave days unless by mutual agreement.

(13) It shall be the responsibility of the employer to ensure all employees' leave days are kept within the legally accepted limits.
Maternity leave

15. A female employee shall be entitled to maternity leave in terms of the Act.

Sick leave

16. (1) Each employee shall be entitled to sick leave in terms of the provisions of the Act. Absence from work due to illness in excess of three days must be supported by a medical practitioner’s certificate.

(2) Sickness or incapacity—

(a) the provision of this section shall not apply to casual or part-time employees;

(b) unless more favourable conditions have been provided for in any employment contract or in any enactment, all sickness or incapacity cases shall be in terms of section 14 of the Labour Act [Chapter 28:01];

(c) if an employee, whilst at work, claims to be unfit for work, owing to sickness or accident, the employer shall give the employee sufficient time off to enable such employee to be examined by a medical practitioner;

(d) if an employee is incapacitated by sickness or injury in the course of performing his or her duties, he or she shall be entitled to receive his or her current wage and allowances during such incapacity in line with the provisions of the Act;

(e) the employer shall not unilaterally change terms of employment of an employee because of sickness-induced incapacity.

Industrial holidays

17. (1) All days declared in terms of the Public Holidays and Prohibition of Business Act [Chapter 10:21] as amended from time to time shall be industrial holidays:

Provided that, where a public holiday is moved to the following Monday because it would otherwise fall on a Sunday, that Sunday shall not be regarded as an industrial holiday for the purposes of this Agreement.

(2) Subject to the provisions of section 18(3), every employee shall be granted leave of absence on industrial holidays and shall be paid his or her normal daily wage for every industrial holiday.

(3) An employer may request an employee to work on an industrial holiday, in which event he or she shall either—

(a) with the consent of the employee, grant the employee leave of absence on another day instead of the industrial holiday, and pay him or her not less than his or her daily wage in respect of the industrial holiday and that other day; or

(b) where an employee consents to work on a public holiday he or she shall be paid not less than twice his or her current remuneration.
for that day whether or not that day is one on which he or she would otherwise have been required to work.

Contract and notice

18. (1) Every person who is employed by or working for any other person and receiving or entitled to receive any remuneration in respect of such employment or work shall be deemed to be under a contract of employment with that person, whether such contract is reduced to writing or not.

(2) An employer shall inform every employee, in writing, on engagement, of the nature of his or her contract, including—

(a) name and address of the employer/employee; and
(b) the period of time if limited for which the employee is engaged; and
(c) the terms of probation if any; and
(d) his or her grade; and
(e) his or her rate of pay and when it will be paid; and
(f) provision for accommodation, if any; and
(g) the period of notice required to terminate the contract of employment; and
(h) the hours or work; and
(i) the details of any allowance; and
(j) vacation leave; and
(k) provision for benefits during sickness.

(3) When an employer or an employee gives notice of termination of service, a shorter period of notice may be mutually agreed upon, and shall be in writing and shall be in accordance with section 12C of the Act.

(4) The provisions of section 19(2) to (4) shall not apply to a casual employee.

(5) An employee who has given or received notice to terminate his or her employment shall not be required to take vacation leave during the period of such notice.

(6) A fixed term contract of employment shall be deemed to be a contract of employment without limit of time upon the expiry of a continuous period of three (3) years from the effective date. The number of renewals after the effective date but before the three (3) year continuous period shall be immaterial.

Continuous service

19. (1) Continuous service shall be deemed to be broken only by the death, resignation retirement or discharge of the employee concerned:

Provided that, an employee who is discharged and re-engaged by the same employer within two (2) months of such discharge shall be deemed not to have broken his or her continuous service.
(2) If an employee who is absent from work without permission from his or her employer is allowed to continue his or her employment within two (2) months of absence, he or she shall be deemed not to have broken his or her period of continuous service.

(3) If, upon the change of ownership of an establishment, an employee enters the service of the new owner, or continues his or her employment in the establishment, his or her service with the previous owner shall be reckoned as service with the new owner and shall be deemed not to have been broken by such change of employer.

Record of service

20. (1) An employee whose services are terminated, for any cause whatsoever, may request a record of service from his or her employer.

(2) The record of service supplied shall specify the period of service and the occupation in which the employee was employed.

Health, wellness and environment

21. All employers shall ensure that there is a functional Safety and Health Management System in place to guarantee the safety of all employees.

Long service awards

22. (1) In order to qualify for the long service awards an employee should have completed 10, 15, 20, 25, 30, 35, 40 years of continuous service with the same employer. Company mergers take-overs and change of management will not affect the employee’s service record.

(2) The recipient shall be awarded with a long service certificate and a present or equivalent cash payment to be made at the end of the month following the employees’ anniversary of joining the organisation paid as follows—

<table>
<thead>
<tr>
<th>No. of years worked</th>
<th>Percentage of monthly salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>10</td>
<td>40 per centum</td>
</tr>
<tr>
<td>15</td>
<td>50 per centum</td>
</tr>
<tr>
<td>20</td>
<td>60 per centum</td>
</tr>
<tr>
<td>25</td>
<td>70 per centum</td>
</tr>
<tr>
<td>30</td>
<td>80 per centum</td>
</tr>
<tr>
<td>35</td>
<td>90 per centum</td>
</tr>
<tr>
<td>40</td>
<td>100 per centum</td>
</tr>
</tbody>
</table>

Medical aid scheme

23. After completion of probation period, the employer shall ensure that all employees join a medical aid scheme. The employer shall pay at least 50 per centum of the monthly premium.
Funeral policy

24. An employer shall make reasonable arrangements to assist an employee in the event of his or her death or of any member of his or her immediate family that is, spouse and children whose age is eighteen years and below as well as parents.

Loans

25. Where possible employers are encouraged to provide loans to employees and to charge reasonable interest rates.

Annual bonus

26. Annual bonus shall be paid based on company's ability and discretion.

Registration and council dues

27. (1) Every employer in the sector at the time of registration of this Agreement shall, within one (1) month of that date, unless it had already been done, notify the Secretary of his or her full name, trading name, postal and physical address and a summary of the activities of the undertaking.

(2) All employers and employees engaged in the Funeral Industry shall from the date of registration of this Agreement pay dues to the Council and all employers shall deduct from the wage or salary of each of the said employees the appropriate due.

(3) The dues to be paid monthly in arrears falling due on the 5th day of the month following the month in which the wage or salary was earned.

(4) The dues shall be paid by both the employer and the employee at the rate of 2 per centum (that is 2 per centum each) of the employee's monthly wage or salary as at the date of deduction and at the same percentage thereafter at the end of each succeeding month, which percentage shall be subject to review from time to time:

Provided that—

(a) no dues shall be payable where owing to short time working or any other cause an employee's pay is reduced below seventy (70) per centum of his or her normal wage or salary;

(b) no deductions shall be made in respect of an employee who is off sick for a period in excess of thirty (30) days and not in receipt of sick leave pay or a substitute payment;

(c) deductions shall be made in advance from the leave pay, which is paid to an employee prior to his or her commencing his or her leave.

(5) Each employer shall forward the total amount of the employee and employer's dues, to be received at the Council's office not later than the 5th day of the month following the month in which the dues relate.
Collective Bargaining Agreement: Funeral Industry

(6) The provisions of this section shall not apply to casual employees.

(7) Any breach of this section by employer shall be dealt with in terms of the Act and this Agreement.

Exemptions, retrenchment and approval of measures to avoid retrenchment

28. (1) The Council may, in its sole discretion, and upon such terms and conditions as it may determine, grant exemption in writing from any of the provisions of this agreement to an employer or employee.

(2) Applications for exemption in terms of subsection (1) shall be made, in writing, to the Council, giving reasons thereof.

(3) Any such exemption granted may be withdrawn by the Council, at any time, in its sole discretion provided that reasons are supplied in writing to both parties.

(4) All exemptions for the payment of wages granted shall be valid for a period of three (3) months to which the establishment may be allowed to seek further extension of another three (3) months. After the lapsing of six (6) months, if no change, the establishment shall then find other alternatives or embark on retrenchment.

(5) On all exemption applications, the decision of the NECFI Exemption Committee shall be final.

(6) Any employer, who has a Performance Appraisal System in place and a wage increase agreement negotiated at Works Council Level, may apply to the Negotiating Committee of the Council to be exempted from implementing the stipulated percentage increase on existing employees.

(7) An employer who wishes to retrench one or more employees who does not have a works council or majority of the employees concerned agree to such a course, shall give notice of his or her intention to the council which shall dispose the notice in terms of the Act.

(8) Every employer who wish to institute measures to avoid retrenchment and has no works council agreement on the matter shall apply to the council for permission to institute such measures.

(9) An employer who has reached an agreement on instituting measures to avoid retrenchment with the employees alone or with the workers committee or works council not having a representative of a registered trade union as a member, such employer shall give written notice of the agreement to the council for approval not later than fourteen (14) days after the employer begins implementing the agreement.

(10) Where an employer alleges financial incapacity and consequent inability to pay the minimum retrenchment package stipulated in the Act timeously or at all, the employer shall apply in writing to the council to be exempted from paying the full minimum retrenchment package or any part of it.
29. (1) Every employer shall exhibit or make available a copy of this agreement and all amendments thereto in a place easily accessible to every employee.

(2) Every employer shall exhibit a notice, in the form set out in the Second Schedule, showing the number of ordinary working hours per week and the normal daily times of starting and times of finishing work in his or her establishments for each grade or group of his or her employees.

(3) No person shall alter, deface or remove, or cause to be altered, defaced or removed, the copy of the agreement, save on the instructions of the employer when carrying out his or her responsibilities under subsections (1) and (2).

Union dues

30. In terms of section 54 of the Labour Act [Chapter 25:07], Union dues shall be collected by an employer from his or her employees and transferred to the trade union concerned —

(a) by means of a check-off scheme or in any other manner agreed between the trade union and the employees concerned; or

(b) failing such agreement as referred to in paragraph (a), by authorisation in writing of an employee who is a member of the trade union concerned;

(c) any employer who fails or refuses to collect union dues and transfer them to the trade union concerned in accordance with this section shall be guilty of an offence in terms of the Act.

Administration

31. (1) The Council shall be the body responsible for the administration and guidance of this agreement, and may issue expressions of opinion not inconsistent with the provisions for employers and employees.

(2) Any dispute between any employer and employee(s) arising from the interpretation, compliance or breach of this agreement shall be referred to the Designated Agent who shall dispose the dispute in terms of the Code and the Act.

Gratuities on termination of employment

32. (1) Subject to the provisions of subsection (4), an employee who has completed five (5) or more years of continuous service shall, on the termination of such service, irrespective of the circumstances of such termination, be paid a gratuity of not less than the amount derived by multiplying the appropriate percentage of his or her current monthly wage by the number of completed years of continuous service, as set out in the Fourth Schedule.

(2) If an employee who has completed five (5) or more years of continuous service dies before receiving a gratuity in terms of subsection (1), there shall be paid to his or her estate the sum, which the employee would have received if his or her contract of employment had terminated on the day of his or her death.
Collective Bargaining Agreement: Funeral Industry

(3) Notwithstanding the provisions of subsections (1) and (2), if an employee is a member of Pension Fund apart from NSSA that provides for the employee or his or her dependents, to receive an amount in excess of the employee's own contributions together with interest then the gratuity payable shall be reduced by such excess.

(4) In the event of the benefit due being a pension, or deferred pension, then the value of the pension, or deferred pension, shall be compared with the gratuity payable plus the refund of the employees' own contributions with interest and if the pension or deferred pension, is less than the gratuity and refund of contributions, then the difference shall be paid in cash by the employer.

(5) Notwithstanding the provisions of this section, an employer may—
(a) set off against, and deduct from, any amount payable in terms of this section any sum owed to the employer by the employee or by his or her estate in terms of a civil judgment in favour of the employer and arising out of theft or fraud committed by the employee;
(b) if, before an amount payable in terms of this section has been paid, the employer has—
(i) laid criminal charge for theft or fraud against the employee; or
(ii) cause a civil summons to be issued, claiming from the employee, or his or her estate, a sum alleged to be owed to the employer by reason of theft or fraud committed by the employee, withhold payment of the sum specified in the charge or summons, as the case may be, until the charge or claim had been finally determined.

(6) If the court proceeding arising from a charge or summons referred to in subsection (4) lapse or if when the proceedings are finally determined the employer does not obtain civil judgment for full sum withheld by him or her in terms of paragraph (b) the employer shall within three (3) working days thereafter paid the whole or the balance of that sum, whichever is appropriate, to the employee of his or her estate as the case may be together with interest thereon at the rate of twenty-five per centum per annum from the date on which the gratuity should otherwise have been paid.

(7) In this section “civil judgment” includes an award or compensation or restitution in terms of Part XIX of the Criminal Procedure and Evident Act [Chapter 9:07].

Variations

33. Any variation of any clause contained in this Agreement shall be reviewed at the discretion of Council upon receipt of a written request from an applicant and Council’s decision shall be final.
Employment code of conduct

34. (1) The provisions of the code of conduct incorporating the disciplinary code and grievance procedure shall be observed by all employers and employees and the parties to this Agreement hereby agree to ensure that all such provisions are complied with.

(2) Companies are allowed to have internal codes of conduct provided that code of conduct is registered with the NECFI.

(3) All company policies and addendum shall be registered with the NECFI.

(4) Unless more favourable conditions have been provided for in any employment contract or in any company policy, all issues shall be dealt with as provided for in this Agreement.

SECOND SCHEDULE

FUNERAL INDUSTRY JOB TITLES AND GRADES

GRADING

<table>
<thead>
<tr>
<th>JOB TITLE</th>
<th>ABRIDGED JOB DESCRIPTION</th>
<th>GRADE</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Hand</td>
<td>Means an employee who performs any duties of a general nature that are not technical as may be assigned from time to time.</td>
<td>A1</td>
</tr>
<tr>
<td>Caretaker</td>
<td>Means an employee who is charged by his employer with the care and security of premises, plant, equipment and property, including repairs, general maintenance of grounds, watering flowers, office grooming and any other functions of a general nature as assigned.</td>
<td>A2</td>
</tr>
<tr>
<td>Landscaper</td>
<td>Means an employee who maintains the grounds by planting trees, loans and flowers at the workplace, prunes shrubs, trims trees, and plants flowers and shrubs on grave, using hand tools, removes leaves and other debris from graves, using tools like leaf blowers and weed eaters.</td>
<td>A2</td>
</tr>
<tr>
<td>Office Cleaner/Orderly</td>
<td>Means an employee who cleans offices, windows, walls, toilets and floor, delivers and collects parcels and messages as directed, prepares and serves tea or other beverages, performs any other related general duties.</td>
<td>A2</td>
</tr>
<tr>
<td>Role</td>
<td>Description</td>
<td>Location</td>
</tr>
<tr>
<td>-------------------------------</td>
<td>-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td>----------</td>
</tr>
<tr>
<td>Security Guard/Internal</td>
<td>Means an employee who records all company vehicles entering premises, checks incoming and outgoing personnel (clients and staff), records valuables brought in and out of the building, patrols around the premises, arrests any suspects stealing company assets and reports them to management immediately, ensures compliance with approved company procedures and report variances, searches all vehicles leaving premises to avoid pilferages, directs all visitors to appropriate parking and respective offices, verifies identity and destination of visitors, records time in and out for visitors and staff, reports any suspicious vehicle or person entering premises and ensures entrances are free enough for smooth movement of people.</td>
<td>A3</td>
</tr>
<tr>
<td>Filing clerk</td>
<td>Means an employee who keeps files and documents organized for companies working with both paper documents and electronic files, performs routine tasks like data entry, organization, cross-referencing, scanning, copying and retrieval, maintains the document database, helps other employees find/retrieve documents and files, and ensures that documents are correctly stored and labelled for later use.</td>
<td>B1</td>
</tr>
<tr>
<td>Messenger</td>
<td>Means an employee who delivers and collects parcels and messages as directed and any other related duties including the making and serving of tea or other beverages.</td>
<td>B1</td>
</tr>
<tr>
<td>Trimmer/handle fitter</td>
<td>Means an employee responsible for trimming and fitting handles to coffins and caskets and making minor repairs to damaged coffins and caskets.</td>
<td>B1</td>
</tr>
<tr>
<td>Video Man</td>
<td>Means an employee who takes or records videos for the bereaved families during the bereavement process.</td>
<td>B2</td>
</tr>
<tr>
<td>Pianist</td>
<td>Means an employee who operates the piano in the chapel and also performs the duties of a Pastor in his/her absence.</td>
<td>B2</td>
</tr>
<tr>
<td>Grave Digger</td>
<td>Means an employee who prepares graves by locating grave site according to section, lot, and plot numbers, marks area to be excavated, digs grave to specified depth, places concrete slabs on bottom and around grave to line it and maintains the cemetery grounds.</td>
<td>B2</td>
</tr>
<tr>
<td>Position</td>
<td>Description</td>
<td>Code</td>
</tr>
<tr>
<td>----------------------------------</td>
<td>-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td>------</td>
</tr>
<tr>
<td>Cemetery Assistant</td>
<td>Means an employee who maintains and operates graveside equipment used in the lowering of the coffin into the grave, sets up the tent and mats and arranges chairs and umbrellas, positions casket-lowering device on grave, erects canopy, arranges folding chairs to prepare site for burial service and performs any other tasks relevant to ensuring the smooth operation of graveside activities.</td>
<td>B2</td>
</tr>
<tr>
<td>Cashier</td>
<td>Means an employee who receives monies, issues receipts, assists clients on amounts to be paid after checking their accounts, balances receipts against cash on hand, banks monies, maintains the petty cash and performs any other duties related to such functions.</td>
<td>B3</td>
</tr>
<tr>
<td>Claims Clerk</td>
<td>Means an employee who assesses, verifies and processes claims from policy holders before service is provided, ensures accurate processing of all underwriting requirements and timeous processing of all policy documents and all funeral claims, and works hand in hand with the underwriting clerk.</td>
<td>B3</td>
</tr>
<tr>
<td>Customer services clerk</td>
<td>Means an employee who assists clients where possible, attends to client queries and provide appropriate solutions, attends to general matters including handling of confidential and routine client information.</td>
<td>B3</td>
</tr>
<tr>
<td>Data Capture Clerk</td>
<td>Means an employee responsible for capturing all data into a structured computer system to achieve optimal reporting capability and is authorised to draw management reports from the relevant system.</td>
<td>B3</td>
</tr>
<tr>
<td>Human Resources Clerk</td>
<td>Means an employee who prepares, updates and maintains all personal records, and attends to all other human resources issues and functions as directed by the supervisor.</td>
<td>B3</td>
</tr>
<tr>
<td>Accounts Clerk</td>
<td>Means an employee who performs all the accounting clerical work in the company under supervision.</td>
<td>B3</td>
</tr>
<tr>
<td>Receptionist</td>
<td>Means an employee who receives visitors and directs them to appropriate departments, receives and directs calls accordingly, makes calls for staff, receives goods and mail delivered through reception, records all outgoing calls in the telephone register, reports faults on telephones, ensures cleanliness of the reception area, updates information on notice board and handles general enquiries.</td>
<td>B3</td>
</tr>
<tr>
<td>Occupation</td>
<td>Description</td>
<td>Code</td>
</tr>
<tr>
<td>------------------------------------------------</td>
<td>-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td>------</td>
</tr>
<tr>
<td>Stores Clerk</td>
<td>Means an employee engaged in clerical duties pertaining to the stores function, including receiving, recording, safe keeping and issuing out of stationery or any other stocks, stock taking as well as the processing of data relevant to stores controls, systems and records and giving or recommending orders to the buyer for all purchases.</td>
<td>B3</td>
</tr>
<tr>
<td>Underwriting Clerk</td>
<td>Means an employee engaged mainly in routine underwriting work including the preparation of ordinary business policies and in routine funeral claims verification, and works hand in hand with the claims clerk.</td>
<td>B3</td>
</tr>
<tr>
<td>Transport Clerk</td>
<td>Means an employee who receives and processes transportation requests for funeral services/or staff transportation needs; processes maintenance records, dispatches drivers for funeral services and events and any other related duties as required.</td>
<td>B3</td>
</tr>
<tr>
<td>Events Maintenance Operator (Class 4)</td>
<td>Means an employee who works on the on-site and maintenance of company equipment at each event as assigned. Must be responsible for ensuring the devices are running properly. Must be a holder of a Class 4 Journeyman.</td>
<td>B3</td>
</tr>
<tr>
<td>Electrician (Class 4)</td>
<td>Means an employee who attends to electrical faults, performs minor installations, repairs and maintains power, lighting, communications and control systems, performs general electrical maintenance work as assigned and is a Class 4 Journeyman.</td>
<td>B3</td>
</tr>
<tr>
<td>Auto Electrician (Class 4)</td>
<td>Means an employee who attends to all electrical work on all motor vehicles and performs all related duties as assigned. Must hold a Class 4 Journeyman.</td>
<td>B3</td>
</tr>
<tr>
<td>Mechanic (Class 4)</td>
<td>Means an employee who performs all the mechanics duties in servicing, adjusting, performing minor repair and preventative maintenance of services vehicles and equipment, performs related duties as assigned and is a Class 4 Journeyman.</td>
<td>B3</td>
</tr>
<tr>
<td>Panel Beater (Class 4)</td>
<td>Means an employee who does repairing and replacing accident-damaged motor vehicle bodywork, restoring them to factory clearances after an accident or other form of damage, performs related duties as assigned and is a Class 4 Journeyman.</td>
<td>B3</td>
</tr>
<tr>
<td>Job Title</td>
<td>Description</td>
<td>Level</td>
</tr>
<tr>
<td>---------------------------------------</td>
<td>-----------------------------------------------------------------------------</td>
<td>-------</td>
</tr>
<tr>
<td>Welder (Class 4)</td>
<td>Means an employee who repairs machinery and other components by performing minor welding pieces and filling gaps, performs related duties as assigned and is a Class 4 Journeyman.</td>
<td>B3</td>
</tr>
<tr>
<td>Secretary</td>
<td>Means an employee who types and files documents, maintains executive diaries, arranges meetings, takes minutes in meetings, ensures strict custody of confidential information and performs any other related duties or incidental to the secretarial function.</td>
<td>B3</td>
</tr>
<tr>
<td>Sous Chef</td>
<td>Means an employee who works alongside the head chef to manage daily kitchen activities, providing meal quality and consistency by following designated recipes, aiding with menu preparation, ensuring food quality and freshness, and monitoring ordering and stocking, including overseeing staff.</td>
<td>B3</td>
</tr>
<tr>
<td>Tyre Fitter (Class 4)</td>
<td>Means an employee who repairs damage to tyres, fits and balances new tyres to vehicles, inspects a vehicle’s tyres and the related components checking for signs of damage and wear, such as nails, stones and cracks in the rubber, effects repairs where necessary, by patching holes or replacing inner tubes etc. and is a Class 4 Journeyman.</td>
<td>B3</td>
</tr>
<tr>
<td>Funeral Services Chaplain</td>
<td>Means an employee who is responsible for the handling of all funeral/pastoral services in the chapel or any other site as may be necessary.</td>
<td>B4</td>
</tr>
<tr>
<td>Truck Driver</td>
<td>Means an employee who delivers coffins/caskets and other funeral equipment and events equipment as directed from time to time.</td>
<td>B5</td>
</tr>
<tr>
<td>Mortician Level 1</td>
<td>Means an employee who receives, washes, dresses, embalms and dispatches deceased bodies, cleans the mortuary, files and updates the mortuary register, assists in conducting removals and burials where necessary, must have at most 5 years’ experience and hold a Certificate in Mortuary Science and Undertaking.</td>
<td>C2</td>
</tr>
<tr>
<td>Sales/Marketing Consultant</td>
<td>Means an employee who is responsible for marketing of the company products.</td>
<td>C2</td>
</tr>
<tr>
<td>Role</td>
<td>Description</td>
<td>Level</td>
</tr>
<tr>
<td>-------------------------</td>
<td>-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td>--------</td>
</tr>
<tr>
<td>Undertaker Level 1</td>
<td>Means an employee who undertakes body removals and all burial functions, is responsible for setting up cemetery equipment and arranging funerals, records all activities in the funeral register, obtains/assists bereaved family to obtain important documents such as burial order/permit, death certificate etc., removes the deceased body from the place of death or mortuary as directed and takes it to its destination, may also drive mourners as required, conducts the burial process such as lowering the body using the lowering device, must have at most 5 years' experience and hold a Certificate in Mortuary Science and Undertaking.</td>
<td>C2</td>
</tr>
<tr>
<td>Mortician Level 2</td>
<td>Means an employee who receives, washes, dresses, embalms and dispatches deceased bodies, cleans the mortuary, files and updates the mortuary register, assists in conducting removals and burials where necessary, must be between 5 and 10 years' experience and hold a Certificate in Mortuary Science and Undertaking.</td>
<td>C3</td>
</tr>
<tr>
<td>Undertaker Level 2</td>
<td>Means an employee who undertakes body removals and all burial functions, is responsible for setting up cemetery equipment and arranging funerals, records all activities in the funeral register, obtains/assists bereaved family to obtain important documents such as burial order/permit, death certificate etc., removes the deceased body from the place of death or mortuary as directed and takes it to its destination, may also drive mourners as required, conducts the burial process such as lowering the body using the lowering device, must be between 5 and 10 years' experience and hold a Certificate in Mortuary Science and Undertaking.</td>
<td>C3</td>
</tr>
<tr>
<td>Mortician Level 3</td>
<td>Means an employee who receives, washes, dresses, embalms and dispatches deceased bodies, cleans the mortuary, files and updates the mortuary register, assists in conducting removals and burials where necessary, must have at least 10 years' experience and hold a Certificate in Mortuary Science and Undertaking.</td>
<td>C4</td>
</tr>
<tr>
<td>Occupation</td>
<td>Description</td>
<td>Class</td>
</tr>
<tr>
<td>----------------------------------</td>
<td>-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td>-------</td>
</tr>
<tr>
<td>Undertaker Level 3</td>
<td>Means an employee who undertakes body removals and all burial functions, is responsible for setting up cemetery equipment and arranging funerals, records all activities in the funeral register, obtains/assists bereaved family to obtain important documents such as burial order/permit, death certificate etc., removes the deceased body from the place of death or mortuary as directed and takes it to its destination, may drive mourners, conducts the burial process such as lowering the body using the lowering device, must have at least 10 years' experience and hold a Certificate in Mortuary Science and Undertaking.</td>
<td>C4</td>
</tr>
<tr>
<td>Tyre Fitter Class 1 (Class 1 Journeyman)</td>
<td>Replacing worn and damaged tyres. Work on all types of vehicles, such as cars, vans, lorries and buses. Could be based in a garage workshop, or could be out on the road in a van. Changing filters, lubricating parts, and performing other basic road safety checks, carrying out wheel alignments and tracking adjustments. This involves making sure the tyres are fitted at exactly the correct angle. Might also be asked to work on other parts of a car, such as the exhaust or the brakes, and carry out basic car services. Must hold a Class 1 Journeyman</td>
<td>C5</td>
</tr>
<tr>
<td>Auto Electrician (Class 1 Journeyman)</td>
<td>Specializes in installing and maintaining electrical systems contained in automotive vehicles. Attends to all electrical work on all motor vehicles by installing, inspecting, repairing, and maintaining all the electrical parts contained in a vehicle. Diagnosing electrical issues and proposing a course of action. Installing and troubleshooting immobilizer and alarm systems and is a Class 1 Journeyman</td>
<td>C5</td>
</tr>
<tr>
<td>Carpenter (Class 1 Journeyman)</td>
<td>Means an employee responsible for making coffins and caskets, performs all the carpentry works within the organization. Build or repair cabinets, doors, frameworks, floors, and other wooden fixtures used in buildings, using woodworking machines, carpenter's hand tools, and power tools. Must hold a Class 1 Journeyman in Carpentry</td>
<td>C5</td>
</tr>
<tr>
<td>Electrician (Class 1 Journeyman)</td>
<td>Means an employee who attends to electrical faults, installs, repairs and maintains power, lighting, communications and control systems, advises the company on ways to prevent repeated equipment failures, performs general electrical maintenance work including heating and air conditioning systems and is a Class 1 Journeyman</td>
<td>C5</td>
</tr>
<tr>
<td>Event Maintenance Operator (Class 1 Journeyman)</td>
<td>Means an employee who is in charge of the on-site installation and maintenance of company equipment at each event. Responsible for ensuring the devices are running properly. Must be a holder of a Class 1 Journeyman.</td>
<td>C5</td>
</tr>
<tr>
<td>Funeral Consultant</td>
<td>Means an employee who attends to the bereaved family and advises on issues to do with body removal, making a claim, processing of burial orders, burial arrangements, organizing the funeral itself and related matters.</td>
<td>C5</td>
</tr>
<tr>
<td>Human Resources Officer</td>
<td>Means an employee who prepares, updates and maintains all personal records, does supervises payroll administration, attends to other human resources issues and functions like disciplinary and grievance issues. Ensures compliance with labour regulations and human resources policies and practices within the company.</td>
<td>C5</td>
</tr>
<tr>
<td>Mortician Level 4</td>
<td>Means an employee who receives, washes, dresses, embalms and dispatches deceased bodies, cleans the mortuary, files and updates the mortuary register, assists in conducting removals and burials where necessary, is responsible for training all other Morticians as required, must be above 5 years' experience and be a holder of a Diploma in Mortuary Science and Undertaking.</td>
<td>C5</td>
</tr>
<tr>
<td>Motor Mechanic (Class 1 Journeyman)</td>
<td>Means an employee who is responsible for repairs and servicing of all motor vehicles. Conduct regular maintenance on automotive vehicles. Assembles mechanical components according to specifications. Offer consultation on maintenance and preventative procedures to vehicle users. Performs vehicle assessments and alert the company on issues that will prohibit its vehicles from passing inspection. Must be a holder of Class 1 Journeyman in Motor Mechanics.</td>
<td>C5</td>
</tr>
<tr>
<td>Panel beater (Class 1 Journeyman)</td>
<td>Means an employee who repairs and replaces accident-damaged motor vehicle bodywork, restoring them to factory clearances after an accident or other form of damage and is a Class 1 Journeyman.</td>
<td>C5</td>
</tr>
<tr>
<td>Position</td>
<td>Description</td>
<td></td>
</tr>
<tr>
<td>-----------------------------------------------</td>
<td>-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>Purchasing Officer/Procurement Officer</td>
<td>Means an employee responsible for identifying local/foreign suppliers of goods required for stock, resale and for direct use throughout the company, negotiating prices, delivery periods and terms of payment that are cost-effective and ensuring quality specifications are in accordance with company requirements</td>
<td></td>
</tr>
<tr>
<td>Systems/ICT Officer</td>
<td>Means an employee who supports all users on IT system, ensures that the system is working properly at all times and carries out all general repairs and maintenances of both software and hardware</td>
<td></td>
</tr>
<tr>
<td>Transport Officer</td>
<td>Means an employee who monitors/supervises all company motor vehicles, keeps all company motor vehicle records, is responsible for the licensing and insurances of all vehicles, for the ordering and requisitions of fuel and for all required parts and other related duties.</td>
<td></td>
</tr>
<tr>
<td>Undertaker Level 4</td>
<td>Means an employee who undertakes body removals and all burial functions, is responsible for setting up cemetery equipment and arranging funerals, records all activities in the funeral register, obtains/assists bereaved family to obtain important documents such as burial order/permit, death certificate etc., removes the deceased body from the place of death or mortuary as directed and takes it to its destination, may also drive mourners, conducts the burial process such as lowering the body using the lowering device, must be above 5 years' experience and hold a Diploma in Mortuary Science and Undertaking.</td>
<td></td>
</tr>
<tr>
<td>Underwriting Officer</td>
<td>Means an employee responsible for deciding whether or not to accept applications for funeral cover, examines insurance proposals, collects background information, and assesses risk, and determining premiums to ensure that accurate quotes are produced that are competitive to the customer, yet profitable for the company.</td>
<td></td>
</tr>
<tr>
<td>Welder (Class 1 Journeyman)</td>
<td>Means an employee who repairs machinery and other components by welding pieces and filling gaps, tests and inspects welded surfaces and structure to discover flaws, maintains equipment in a condition that does not compromise safety, possesses knowledge of various metal welding properties including TIG/MIG/ARC and gas welding and is a Class 1 Journeyman.</td>
<td></td>
</tr>
</tbody>
</table>
Collective Bargaining Agreement: Funeral Industry

<table>
<thead>
<tr>
<th>Role</th>
<th>Description</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Senior Funeral Consultant</td>
<td>Means an employee who attends to the bereaved family and advises on issues to do with body removal, making a claim, processing of burial orders, burial arrangements, organising the funeral itself and related matters. Must be above 5 years' experience and be a holder of at least a Diploma in Mortuary Science &amp; Undertaking, or any related qualification.</td>
<td>C6</td>
</tr>
<tr>
<td>Administration Officer</td>
<td>Means an employee responsible for managing, coordinating, and supervising a group of subordinates that provide the administrative support functions to an organisation, assists in preparing budgets, controlling budget expenditures and revenues, recommending space and equipment requirements, conducting performance evaluations, advises on administrative matters to senior management, carries out special assignments for senior staff, identifies problem areas, determines solutions and implements changes.</td>
<td>C6</td>
</tr>
<tr>
<td>Services/branch Supervisor</td>
<td>Means an employee who is specifically charged with the responsibility for the conduct of Funeral Services operations, does the planning and scheduling of daily activities in liaison with the operations/services manager and exercises oversight and supervisory role on lower staff in that section/branch.</td>
<td>C6</td>
</tr>
</tbody>
</table>

THIRD SCHEDULE

FORM OF NOTICE

NAME OF ESTABLISHMENT:

In terms of section 29 of the Collective Bargaining Agreement for the Collective Bargaining Agreement for the Funeral Industry of Zimbabwe—

(a) the number of ordinary hours per week for each grade or group of employees is:

(b) the normal daily times of starting and time of finishing work for each grade or group of employees are:

1030
S.I. 117 of 2022

FOURTH SCHEDULE
GRATUITIES

<table>
<thead>
<tr>
<th>Length of Services (Years)</th>
<th>Percentage of monthly wage at termination of employment</th>
</tr>
</thead>
<tbody>
<tr>
<td>5 – 10</td>
<td>20</td>
</tr>
<tr>
<td>11 – 15</td>
<td>25</td>
</tr>
<tr>
<td>16 – 20</td>
<td>30</td>
</tr>
<tr>
<td>21 – 25</td>
<td>35</td>
</tr>
<tr>
<td>26 – 30</td>
<td>40</td>
</tr>
<tr>
<td>Above 30</td>
<td>45</td>
</tr>
</tbody>
</table>

FIFTH SCHEDULE
REMUNERATION
TABLE OF MINIMUMS.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Minimum monthly salary ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>A1</td>
<td>280.00</td>
</tr>
<tr>
<td>A2</td>
<td>291.20</td>
</tr>
<tr>
<td>A3</td>
<td>302.85</td>
</tr>
<tr>
<td>B1</td>
<td>327.08</td>
</tr>
<tr>
<td>B2</td>
<td>340.16</td>
</tr>
<tr>
<td>B3</td>
<td>353.77</td>
</tr>
<tr>
<td>B4</td>
<td>374.99</td>
</tr>
<tr>
<td>B5</td>
<td>389.99</td>
</tr>
<tr>
<td>C1</td>
<td>421.19</td>
</tr>
<tr>
<td>C2</td>
<td>438.04</td>
</tr>
<tr>
<td>C3</td>
<td>455.56</td>
</tr>
<tr>
<td>C4</td>
<td>482.89</td>
</tr>
<tr>
<td>C5</td>
<td>502.21</td>
</tr>
</tbody>
</table>
NATIONAL EMPLOYMENT COUNCIL FOR THE FUNERAL INDUSTRY OF ZIMBABWE (NECFI) EMPLOYMENT CODE OF CONDUCT AND GRIEVANCE HANDLING PROCEDURES

Preamble

1. This code issued by the National Employment Council for the Funeral Industry of Zimbabwe (NECFI), and is drafted in terms of the Labour Act [Chapter 28:01] herein referred to as the Act.

The code is on best employment practice. It aims to assist employers and employees and their representatives by providing guidance on how to deal with disciplinary and grievance issues at the work place. These are a set of rules and procedures designed to promote orderly conduct at the work place. It should be interpreted as a set of rules for promoting discipline, industrial harmony, communication, efficiency, productivity at the work place and for providing a fair, orderly and timely settlement of disputes as and when they arise.

Although it is fairly comprehensive, it cannot cover every specific case that can occur hence officials administering the Code and the employees must have regard to the spirit behind it when dealing with such cases. Administering officials shall also act in good faith and discretion must be used when administering the Code of Conduct.

Title

2. This employment code of conduct shall be cited as The National Employment Council for the Funeral Industry of Zimbabwe Code of Conduct and Grievance Handling Procedures (herein referred to as the “code”). The code is drafted in terms of section 101 of the Labour Act [Chapter 28:01]

Application and scope of the code

3. This code shall apply to all permanent, contracts and casual employees in grades contained in the First Schedule of the Funeral Industry of Zimbabwe Collective Bargaining Agreement (CBA) as may be amended from time to time.

Duration

4. The code shall come into operation from the date of its registration by the Ministry of Public Service, Labour and Social Welfare as specified in the Labour Act [Chapter 28:01].

This employment code of conduct shall remain in force until modified, revised, amended or repealed by the National Employment Council for the Funeral Industry of Zimbabwe.

Definitions

5. In this code, unless inconsistent with the context, the following terms and phrases shall be interpreted to mean the following—

“act” means the Labour Act [Chapter 28:01] as amended from time to time;
"appeals committee" means a committee at the workplace, constituted of two representatives from the workers committee and two representatives from management and a chairperson which is empowered to hear and determine on appeals from the disciplinary committee/disciplinary officer;

"appeals officer" means a person appointed by the employer at the workplace or establishment to hear and determine on appeals from the disciplinary committee or disciplinary officer;

"complainant" means an aggrieved party;

"designated agent" means a person appointed in terms of section 63 of the Act;

"disciplinary action" means an action taken by the employer in terms of this code to correct or punish unacceptable conduct of an employee or contravention of this code;

"disciplinary committee" means a committee set up at a workplace to preside over and decide over disciplinary cases and consists of two representatives from management and two representatives from the workers committee or worker/employee representatives, a chairman and a secretary, the Secretary whose responsibility shall be to record the proceedings only;

"disciplinary officer" means a person appointed by the employer at the workplace or establishment to deal with or to preside over and decide over disciplinary cases;

"employee" means an employee as defined under the Act and particularly in the funeral industry for the purpose of this code;

"employer" means an employer as defined under the Act and engaged in funeral business activities for the purpose of this code;

"employer organisation" means employer organisation as provided for in terms of Part VII of the Act and specifically the Funeral Industry Employers Association with regard to this code;

"General Secretary" means the secretary of the National Employment Council for the Funeral Industry of Zimbabwe;

"grievance" means any complaint or dissatisfaction by an employee or employees about a particular condition or about general conditions of employment including any particular behaviour on the part of management or fellow employees;

"head" means the management director, chief executive officer, chief operating officer or general manager of an organisation or the highest office bearer of the organisation whatever the case may be;

"human resources office" means the office that is responsible for administering and managing the company's human resources, personnel and industrial relations;

"immediate supervisor" means any employer next in seniority and to whom the subordinate employee directly reports to;
"labour court" means a court established in terms of the Act;
"manager/supervisor" means a person responsible for the supervision
of staff and include such other managers or supervisors at the
company or organisation;
"misconduct" means any act or behaviour or conduct by an employee
in contravention of this code of conduct;
"national employment council" means the National Employment
Council for the Funeral Industry of Zimbabwe;
"NECFI appeals committee" means a committee made up of three trade
union representatives and three representatives from the Funeral
Industry Employers Association of Zimbabwe and a chairperson;
"offence" means any offence specified in the Sixth Schedule of offences
set out in this code of conduct;
"penalty" means corrective action or disciplinary action or punishment
to be administered on an employee arising from the offence
committed;
"trade union" means the Zimbabwe Funeral Assurance and Services
Workers Union;
"workers committee" means a committee elected or appointed in terms
of the Act to represent workers within the company;
"works council" means a council composed of an equal number of
representatives of the employer and representatives drawn from
members of the workers committee and a chairperson;
"work place" means the employee's work station or wherever an
employee is assigned to perform the employer's duties.

Purpose of the Code

6. The purpose of this code is to, among other things—
   (a) provide employers with the mechanism and guidelines to deal
       with disciplinary and grievance matters;
   (b) provide employees with mechanism and guidelines to seek redress
       of their grievances;
   (c) encourage the existence of a fair and consistent treatment of
       employees by employers;
   (d) provide a system that promptly deals with employer employee
       problems;
   (e) resolve employer-employee problems at the lowest level;
   (f) achieve industrial harmony;
   (g) encourage improvement in individual conduct and performance.

Objectives of the Code

7. The objectives of this code shall among other issues include the following—
   (a) promote machinery for careful investigation of offences before
       corrective or disciplinary action can be administered;
(b) ensure consistent, prompt, fair and just administration of discipline;

(c) provide both employers and employees with a mutually acceptable code of conduct which further the interests of both parties;

(d) ensure equating an offence to the resultant corrective action allowing for mitigation and aggravating factors;

(e) ensure that the principles of natural justice are adhered to;

(f) promote, advance social justice and democracy at the workplace and ensuring just, effective and expeditious resolution of disciplinary action and grievances;

(g) provide guidelines on procedural and substantive fairness and justice in handling disciplinary matters at the workplace;

(h) provide employees with a mechanism and guidelines to seek redress of their grievances at the lowest level and in a prompt manner.

Basic principles of the Code

8. This code is based on the following basic principles—

(a) to establish the facts to the effect that, no disciplinary action and grievance resolution will be taken until the matter has been fully investigated;

(b) to deal consistently and fairly with disciplinary and grievance issues at all levels;

(c) to comply with the principles of natural justice that is at every stage the employee should be advised of the nature of the complaint, be given the opportunity to state his or her case, and be represented by a person of his/her choice and the employer should be given enough opportunity to lay down his or her case against an employee;

(d) any party has a right to appeal to an appropriate level against any decision made or taken against it in terms of the code;

(e) an employee shall have the right to be represented at a disciplinary or grievance hearing by a fellow employee, workers committee representatives, trade union official or a legal practitioner at the employee’s expense;

(f) to comply with the provisions of the code and the Act in dealing with all issues;

(g) to promote sound industrial relations through mutual consultation, trust and cooperation between employers and employees;

(h) that any accused employee is innocent until proven guilty in terms of this code;

(i) that impartiality should be observed.
DUTIES AND RIGHTS OF PARTIES

Rights and duties of employees and employees’ organisations

9. (1) Employees and employee’s organisation shall have the following rights and duties in terms of this code—

(a) to work with employers in establishing industrial relations principles subject to the provisions of labour regulations;
(b) to know the standards of conduct and performance expected of them by their employers;
(c) to ensure that they comply with all laws, collective bargaining agreements and other applicable instruments;
(d) to ensure that they understand the nature and extent of their legal rights and duties in terms of the Act, code and applicable statutes;
(e) to familiarise themselves with the provisions of this code;
(f) to act in good faith with employers;
(g) to inform employers of their grievances;
(h) to receive just, open and consistent treatment from employers;
(i) to appeal against any disciplinary action taken against them by employers;
(j) to appeal against any determination made on their grievances;
(k) to be represented, at own arrangement by a fellow employee of own choice, workers committee member, registered trade union official or a legal practitioner;
(l) to call and cross examine witnesses;
(m) to address in mitigation before a penalty is imposed;
(n) to be informed of the reasons for a decision;
(o) through employee representatives, to participate in amending the code;
(p) to comply with the various employment rules and procedures;
(q) carry out their contractual duties and responsibilities and follow all reasonable, lawful instructions given to them.

Rights and duties of employers and employer organisations

9a. Employers and employers’ organisations shall have the following rights and duties in terms of this code—

(a) maintain fair, just and consistent discipline;
(b) ensure that all employees are aware of the standards of acceptable behaviour expected of them at the work place;
(c) to develop jointly with worker representatives industrial relations principles in terms of this code and relevant regulations;
(d) to comply with all laws, collective bargaining agreements and other applicable instruments;
(c) to ensure that all employees are familiar with the provisions of this code and other instruments governing employment;

(f) to advise, counsel, reprimand and discipline employees in terms of this code;

(g) to set standards of conduct and performance for employees;

(h) maintaining and excising discipline in accordance with the provisions of this code and any other relevant enactment;

(i) promptly and fully resolving employees' grievances;

(j) ensure that employees are provided with an enabling working environment;

(k) through employer representative to participate in amending this code;

(l) to advise or take the appropriate action where the employer considers that an employee's behaviour or performance is unacceptable or unsatisfactory;

(m) to call witnesses to testify on its behalf and cross examine witnesses against them;

(n) to ensure that employees have received the necessary training on the provisions of this code.

ESTABLISHMENT OF COMMITTEES AND THEIR FUNCTIONS

For the purposes of administering this code in the industry there shall be the following committees/institutions:

Composition of Disciplinary Committee

10.—

(a) every company shall have a disciplinary committee of equal members drawn from workers and management who shall only proceed to hear the matter if a quorum is constituted which quorum shall be made up of all members

(i) two management representatives;

(ii) two workers representatives;

(iii) one member from management chairing;

(iv) one neutral person-minutes taker.

The Chairperson shall have a casting vote in the event of a deadlock.

(b) in cases of companies with less than 10 employees where a disciplinary and grievance committee cannot be formed or companies that cannot constitute a Disciplinary Committee of at least 2 members the highest authority shall appoint a disciplinary authority who shall hear the matter and conclude the matter.

Functions of the Disciplinary Committee/Disciplinary Officer

11. The disciplinary committee or disciplinary officer shall exercise the following functions:

(a) to hear and determine disciplinary cases in terms of this code;

(b) to ensure the observance of time limits in hearing and determining cases;
(c) to ensure that the parties have been accorded enough opportunity to state their cases adequately;
(d) to ensure that justice is done accordingly and that all parties are represented as they wish;
(e) to ensure that disciplinary cases are disposed in an impartial manner;
(f) to ensure that the hearing process is done in a systematic and orderly manner;
(g) to record and keep record of the proceedings;
(h) to give a verdict at the end of the disciplinary hearing; the committee must arrive at the decision, i.e. whether the employee is guilty or not;
(i) the decisions shall be reached by consensus or by majority vote and in the event of a tie the chairperson of the committee shall have a casting vote.

Disciplinary hearing procedure guidelines

12. The following guiding procedures may be adhered to at the hearing and the chairperson of proceedings shall—
(a) introduce everybody and must explain the reasons for the set down;
(b) the chairperson shall ensure that the disciplinary committee is properly constituted;
(c) read the employee’s rights and ensure that they are understood;
(d) read and state the charge against the employee and ask the complainant to confirm the statement;
(e) read the accused employee’s response to the charges and ask him or her to confirm the statement and whether he or she pleads guilty to the charges;
(f) invite the complainant to state his or her case against the accused employee; permit the accused employee to cross examine the complainant;
(g) the committee may also cross examine the complainant at this stage;
(h) the accused employee to give his or her side of the case;
(i) complainant to cross examine the accused;
(j) the disciplinary committee/disciplinary officer to cross examine the accused employee;
(k) witnesses are called one by one to give evidence after which the accused employee or the complainant and the committee/officer may cross examine the witnesses;
(l) ask the complainant and the accused employee to leave the room to allow the committee/officer to consider all the evidence prior to giving a verdict at the end of the disciplinary hearing;
the committee must arrive at the decision, i.e. whether the employee is guilty or not;

the decision shall be reached by consensus or by majority vote and in the event of a tie the chairperson of the committee shall have a casting vote;

if the employee is found guilty the committee or disciplinary officer shall invite the accused to give mitigation factors before the ultimate penalty;

once the decision has been reached the accused employee and complainant must be notified of the decision in writing through the Human Resources within five (5) working days;

the right of appeal and time frames should then be communicated to the accused.

As far as is possible similar offences committed in similar circumstances should be treated equitably through the award of similar penalties allowing for mitigation and aggravating circumstances.

For the purpose of this code, the disciplinary process commence at the point when the alleged offender receive the formal letter of suspension.

All internal disciplinary proceedings should be concluded within fourteen (14) working days.

Internal Appeals Committee and Composition

where a company cannot constitute an appeals committee an Appeals officer who is the Chief Executive Officer or the Director at the workplace shall be appointed to hear the appeal;

further, provided that a person appointed as an Appeals Officer was not involved in the disciplinary hearing at the workplace;

any person who is aggrieved by a decision of the Disciplinary Committee should lodge an Internal Appeal within five (5) days after receiving such decision of the Disciplinary Committee;

Functions of the Internal Appeals committee/Appeals officer at the work Place

The appeals committee shall exercise the following functions—

to hear and determine appeals in terms of this code;

to review decisions of the disciplinary committee/disciplinary officer in respect of such application;

when handling an appeal case the committee may conduct a hearing or decide the case on record;

on conclusion of an appeal the committee may confirm, vary, reverse or set aside the decision of the disciplinary committee or disciplinary officer and substitute with own decision;
(2) Any person who is aggrieved by a decision of the Internal Appeals Committee or authority at the workplace has the right to appeal in writing to the National Employment Council within seven (7) working days of being notified of the employer’s decision, giving full grounds and reasons for appeal.

**Internal appeal procedure**

15. Appeal against first written warning, final written warning or dismissal—

(i) an employee has a right to appeal to the appeals committee or the head within five (5) working days after receipt of written notification of the decision made by either the disciplinary committee or the disciplinary officer;

(ii) the late noting of an appeal shall only be condoned by the appropriate appeals authority if good and sufficient reasons exist;

(iii) the notice of appeal shall be submitted to the human resources department in “Form C 2”;

(iv) the appellant shall state clearly his or her grounds for appeal in writing;

(v) in the event that the appeals committee decides to call for a hearing, the appeal hearing must be conducted as the information needed can be obtained from the minutes or recording of the first hearing;

(vi) the human resources department shall ensure that the following documents are copied and made available to the appeals committee members/appeals officer—

- the record of disciplinary proceedings and decision;
- all documents relating to the case;
- The notice of appeal/letter of appeal and statement.

(vii) the appeal must be heard and concluded within fourteen (14) working days of lodging of the appeal by the aggrieved party;

(viii) an employee or employer who is aggrieved by the determination of the appeals committee head may appeal to the NECFI appeals committee.

**NECFI Appeals committee and composition**

16. The NEC Appeals Committee shall be composed of—

(a) chairperson;

(b) three representatives from the trade union;

(c) three representatives from the employers organisation.

*It is noted that any four (4) members of equal representation shall form a quorum. If no quorum proceedings shall not take place.*
The Chairperson shall exercise a casting vote in the event of a deadlock.

**Functions of the NECFI Appeals Committee**

17. The NECFI Appeals Committee shall exercise the following functions—

(a) to hear and determine appeals in terms of this code;
(b) to review the decisions of the internal appeals committee referred to it in terms of this code;
(c) when handling an appeal the committee may call the appellant or decide the case on record;
(d) in determining an appeal the committee may confirm, vary, reverse or set aside the decision of the internal appeals committee and substitute with its own decision.

**Appeal procedure to the NECFI Appeals Committee**

18.—

(a) an Appeal to the National Employment Council for the Funeral Industry Appeals Committee mentioned in section 15(viii) must be noted within seven (7) working days in "Form NECFI 1";
(b) the late noting of an appeal shall only be condoned by the appropriate Appeals Authority if good and sufficient reasons exist;
(c) when noting an appeal to the NECFI appeals committee, the appellant shall complete Form NECFI 1 hereafter referred to as the appeals form and attach all relevant documents and deliver it to the General Secretary or Designated Agent of the NECFI;
(d) the General Secretary or Designated Agent shall upon receipt of the appeal documents call the NECFI Appeals Committee to meet and dispose the case within thirty (30) working days;
(e) an employer or employee aggrieved by the decision of the NEC Appeals Committee shall appeal to the Labour Court in terms of the Act and Labour Court Rules.

**The functions of the works council**

19. It is imperative that wherever possible in every establishment in which a workers committee of trade union committee, representing employees has been elected, there shall be a works council for the purposes of creating democratic, just and sound industrial relations—

(a) the functions of a works council shall be as provided in the Labour Relations Act [Chapter 28:01] section 25(a)(4);
(b) works councils exist to ensure that some of the key decisions at the workplace are not taken by the employer alone but involve ALL representatives of the workforce;
(c) its legal basis is to work together (the employer and employees) "in a spirit of mutual trust ...for the good of both the employees and the establishment";
Collective Bargaining Agreement: Funeral Industry

(d) to focus on the best interests of the organisation and employees on the best possible use of human capital, equipment and other resources, so that maximum productivity and optimum employment standards may be maintained;

(e) encouraging and maintain the good relations between the employer and the employees to all levels and to understand and seek solution to their common problems;

(f) for the purpose of this code, the works council shall hear and resolve employees group grievances in terms of this code.

Workers Committee and Right to participate in workers committees’ affairs:

20. (1) Every employee shall have the right to participate in the formation of a workers committee and to undertake tasks on behalf of the workers committee at his or her workplace.

(2) The functions of a workers’ committee shall be as provided in the Labour Relations Act [Chapter 28:01] section 24 and its aims and objectives shall be—

(a) to act as a direct link and means of communication between the employer and employees;

(b) to provide a means for presentation of discussion with management of workers’ requests and grievances;

(c) to promote good employer-employee relationship and to encourage the settlement of disputes and grievances by conciliatory methods and stability at the work place;

(d) to promote productivity and generating a stable and good atmosphere within the work place;

(e) to promote the interests of workers and maintain a regular contact with employees whom they represent;

(f) to ensure that if a fellow employee seek their advice in respect of any grievance or matter that at least a member is available to represent that employee;

(g) to cooperate with the registered trade union in ensuring that the collective bargaining agreement and any other appropriate regulations are observed by the employer.

Composition, tenure of office and meetings of workers committees

21. Composition, Tenure of office and meeting procedures of the Workers’ Committees shall be as provided in the Labour Relations Act—(Labour Relations (Workers Committees) (General) Regulations, 1985, Statutory Instrument 372 of 1985)

The functions of the Designated Agent in appeals

22. The NEC Designated Agent shall exercise the following functions—
(a) receive appeal cases on behalf of the NECFI Appeals Committee and cause the Appeals Committee to dispose the matter in terms of this code;
(b) communicate with the parties and ensure that all necessary documents and notifications are properly served;
(c) Advise employers and employees on the general application of this code.

23. —

The hearing levels

Constitutional Court

Supreme Court

Labour Court

NECFI APPEALS COMMITTEE (NEC Level)

Appeals Committee/Appeals Officer (Company level)

Disciplinary Committee/Disciplinary Officer (Company level)

Immediate Supervisor/Manager (Company level)

Offences and penalties

24. A penalty to be imposed to any employee for an offence in terms of this code shall be administered in terms of the Fifth Schedule to this code.
Collective Bargaining Agreement: Funeral Industry

Verbal warnings

25. When the offence warrants a verbal warning the supervisor or manager shall—

(i) convene a formal meeting with the employee;

(ii) outline the case against the employee and why he or she is of the opinion that an offence has been committed;

(iii) give the employee the opportunity to answer the allegations made against him or her and to justify his or her actions, if any;

(iv) the supervisor or manager shall then consider all the evidence, including the representations made by the employee, and make a decision regarding whether the employee should receive a verbal warning or not;

(v) in the event that the supervisor or manager decides that the employee should receive a verbal warning he or she shall sign a note to that effect giving his or her reasons which shall be lodged in the employee's personal file;

(vi) the decision shall be communicated to the employee in writing.

First written warnings, final written warnings and Dismissal

26. (1) Where an employer has good cause to believe that an employee has committed an offence warranting a first written warning or a final written warning or a dismissal in terms of this code the employer may—

(a) suspend such employee with or without pay and benefits and shall forthwith serve the employee with a letter of suspension detailing the reasons and grounds of the suspension;

(b) upon serving the employee with the suspension letter as detailed above, the employer shall cause, within 14 days, investigate the matter fully, conduct a hearing and make an appropriate determination into the alleged misconduct of the employee and, may, depending on the circumstances of the case—

(i) serve a notice, in writing on the employee concerned removing the suspension and reinstating such employee on full pay and benefits if the grounds of suspension are not proved;

(ii) A determination or order served in terms of this code shall provide for back pay and benefits from the time of the summary suspension.

(2) At the hearing, an employee shall have the right to—

(a) at least three (3) working days' notice of the proceedings in "Form C 1" against him or her and the charge he or she is facing;

(b) appear in person before the company or organisation's disciplinary committee or disciplinary officer as the case may be and be represented by either a fellow employee, workers committee member, trade union official/officer or a legal practitioner;
S.I. 117 of 2022

(c) call witnesses and have them cross examined;
(d) be informed of the reasons for a decision;
(e) Address in mitigation before the ultimate penalty is imposed.

(3) After the hearing has been concluded the disciplinary committee or disciplinary officer shall consider all the evidence and make a decision within five (5) days.

(4) The dismissal penalty to be imposed for any offence is not obligatory but is meant as a guide to the employer, the employer may, at his or her discretion apply a lesser penalty.

Appeals procedures

27. Appeal against first written warning, final written warning or dismissal:

1. An employee has a right to appeal to the Internal Appeals Committee or the head within five (5) working days after receipt of written notification of the decision made by either the disciplinary committee or the disciplinary officer.

2. The late noting of an appeal shall only be condoned by the appropriate appeals authority if good and sufficient reasons exist.

3. The notice of appeal shall be submitted to the human resources department in “Form C 2”.

4. The appellant shall state clearly his or her grounds for appeal in writing, Statutory Instrument 76 of 2016.

5. In the event that the appeals committee decides to call for a hearing, the appeal hearing must be conducted as the information needed can be obtained from the minutes or recording of the first hearing.

6. The human resources department shall ensure that the following documents are copied and made available to the appeals committee members/appeals officer—
   (a) the record of disciplinary proceedings and decision;
   (b) all documents relating to the case;
   (c) the notice of appeal/letter of appeal and statement.

7. The internal appeal must be heard and concluded within fourteen (14) working days of lodging of the appeal by the employee.

8. An employee or employer who is aggrieved by the determination of the internal appeals committee/head may appeal to the NECFI appeals committee.

9. The appeal to the National Employment Council for the Funeral Industry Appeals Committee mentioned in subsection (7) must be noted within seven (7) working days in “Form NECFI 1”.

10. When noting an appeal to the NECFI appeals committee, the appellant shall complete Form NECFI 1 hereafter referred to as the appeals form and attach all relevant documents and deliver it to the Designated Agent/General Secretary.
11. The Designated Agent/General Secretary shall upon receipt of the appeal documents call the NECFI appeals committee to meet and dispose the case within thirty (30) working days.

12. An employer or employee aggrieved by the decision of the NEC appeals committee shall appeal to the Labour Court.

28. Grievance procedures

28.1. It is acknowledged that grievances arise amongst employees and that management is responsible for attempting to resolve the grievances of employees in a spirit of harmony, understanding and co-operation.

28.2. The "Form NECFI 2" shall be used for any grievance at any level except to the Labour Court.

29. Individual grievances

(a) an employee shall have the right to have the individual grievances resolved by pursuing the following procedures;

(b) in the event that it is not possible to follow the steps as set out below because of the reporting structure of the organization the matter will commence at step 4.

29.1. Step 1: To immediate supervisor or manager

The employee will in the first instance discuss the matter with his or her immediate supervisor or manager. The immediate supervisor or manager shall give a decision concerning the grievance within two working days of the matter being referred to him or her.

29.2. Step 2: To the immediate superior of the employees' supervisor or manager (herein referred to as the superior)

If the employee is not satisfied with the decision of his or her immediate supervisor or manager he or she shall have the right to refer the grievance to the superior. This shall be done in writing within two working days of the decision having been communicated to him or her. The superior shall resolve the grievance within a further two working days.

29.3. Step 3: To the head

If the employee is not satisfied with the decision of the Superior he or she shall have the right to refer the grievance to the head. This shall be done in writing within two working days of the decision having been communicated to him or her. The head shall resolve the grievance within a further three working days.

29.4. Step 4: To the National Employment Council for the Funeral Industry (herein referred to as the NEC)

If the employee is not satisfied with the decision of the head he or she shall have the right to refer the dispute to the NECFI Designated Agent who shall dispose the matter in terms of the Act.
30. **Group grievances**

Grievances in which more than one employee are directly involved shall be resolved using the following procedures:

30.1. **Step 1: To the human resources manager/senior in that department (herein referred to as the human resources)**

In the first instance employees shall refer their grievances to human resources. Human resources shall resolve the grievances within three working days.

30.2. **Step 2: To the works council**

If the employees are not satisfied with the decision of the human resources they shall have the right to refer their grievances to the works council. The works council shall resolve the grievances within three working days.

30.3. **Step 3: To the head**

If the employees are not satisfied with the decision of the works council they shall have the right to refer their grievances to the head. This shall be done in writing within two working days of the decision having been communicated to them. The head shall resolve their grievances within a further three working days.

30.4. **Step 4: To the National Employment Council for the Funeral Industry (herein referred to as the NEC)**

If the employees are not satisfied with the decision of the Head they shall have the right to refer their dispute to the NECFI Designated Agent who shall dispose the dispute in terms of the Act.

31. **General notes**

1. Where there is no workers committee, the employer shall appoint any person in his or her employment as a disciplinary officer.

2. The human resources representative may attend the disciplinary hearing to take minutes of the proceedings and not as a member of the committee.

3. The human resources representative shall advise the committee or the disciplinary officer on the provisions of the code and relevant statutes to be applied and ensure that the disciplinary process is fair, just and impartial.

4. The appeals committee shall be comprised of members who did not sit or participate at the disciplinary stage and no member of the trade union or employers association could constitutes NECFI appeals committee for a matter from an employer where he or she is employed.

5. Disciplinary action should be initiated as soon as possible after discovery that an employee is alleged to have committed an offence and should be concluded within the stipulated time frames.

6. Any penalty already in force may be taken into account in determining the penalty for a subsequent offence.
10. The issuing of verbal or written warning and counselling is corrective and educational measure. Statutory Instrument 76 of 2016.

8. A grievance procedure should operate on a sound principle of examining the issue at hand and not the person.

9. There is need to investigate real causes of grievances and not to resort to short-term measures and solutions.

10. Impartiality should be observed.

11. There should be a clear channel for expressing grievances and ensure speedy resolution of such grievances.

**Definitions of Acts of Misconduct**

"absenteeism" means unauthorised absence from work during working hours;

"assault" means unlawful and intentional application of force or threat of force to a person which causes that person to believe that force may unintentionally be applied to him;

"breach of confidentiality" means disclosing confidential information to unauthorised parties with actual or potential prejudice to the employer, supplier or customers;

"collective job action" means an industrial action calculated to persuade or cause a party to an employment relationship to accede to a demand related to employment;

"conducting a transaction with a client in a rude manner or shouting at a client" means being discourteous, impolite or disrespectful to clients;

"embezzlement" means an offence where an employer converts to his or her own use property/money for the company, which has been received by him on behalf of the employer;

"extortion" means an offence where an employee demands money, a favour for services or advantage or for such purposes to intentionally and unlawfully subject to pressure a member of the public dealing with the company whether by threat or not performing his employment duty to such a person or by abuse of his or her discretion or otherwise;

"failure to fulfil the expressed or implied conditions of the contract of employment or breach of the employment contract" means being unable to fulfil the express conditions, which are those that are clearly written in the contract of employment as read together with the job description and implied conditions are, those that may not be specifically laid down in a document but which are reasonably connected to the contract of employment and which the law will nevertheless consider as forming part of the contract of employment;

"fighting physically or physical assault" means an offence that involves the exchange of blows or use of damaging objects by two or more
employees at the workplace or outside the workplace. Physical assault involves inflicting of physical injury to another or where one actually strikes, drags or touches another in anger, vengeful or insolent manner;

“forgery and altering” means an offence when an employee falsifies any signature on official documents or written information and communicates the same to another with the intention of causing actual or potential prejudice or which is potentially prejudicial to the employer, supplier or customers;

“fraud” means unlawfully making changes, intentionally or not, a representation, whether written, oral or by conduct which causes actual prejudice or which is potentially prejudicial to the employer or another person;

“gross incompetence or inefficiency in the performance of his/her work” means an offence where an employee performs unsatisfactory or substandard work resulting in extremely poor work output which may result in serious loss, damage or prejudice to the employer or company;

“gross negligence” means lack of proper care or attention in discharging a duty to the extent that the employer’s property is exposed to risk or is damaged; gross negligence shall include negligent loss which means an act where an employee, through carelessness or recklessness, deliberately loses employer’s property or is unable to account for it satisfactorily while negligent damage means an act whereby an employee through carelessness or recklessness deliberately allows the employers’ property in the employee’s charge to be damaged;

“insubordination” means openly defying, by word or conduct, authority of a supervisor or manager; insubordination includes rudeness and vindictiveness;

“lack of skill which the employee expressly or impliedly held himself/ herself out to possess” means an offence where an employee lacks expertise or skill which he or she indicated in writing or verbally that he or she possesses;

“sexual harassment” means unwelcome physical, verbal or non-verbal sexual conduct that denigrates or ridicules or is intimidatory, suggestive or is physically abusive of another employee’s sex; it may be derogatory or degrading insults which are gender related and offensive;

“theft” means unauthorised and intentional appropriation of property belonging to the employer or other persons at the workplace or on duty with the intention of permanently depriving the other of that property;

“threatening to cause physical injury to a member of staff or client” means making threats or intimidation or threatening with violence by action or volition of words or conduct that leads another to apprehend fear to his/her person or family whether immediately
or in future if by threats or force, he or she prevents or obstruct another from performing his work or uses unlawful means to compel that other person to act or refrain from acting against his will;

“usury” means an offence of being involved in administering any illegal money lending activity on employer’s business or premises;

“wasteful use or misuse of company property” means carelessly using company property or using company property for purposes other than for which it was intended;

“wilful disobedience to a lawful order/instruction” means a deliberate refusal to obey a lawful instruction or order or and intentional defiance of an order given by the superior;

“wilful and unlawful loss/damage of the company’s property” means an act whereby an employee deliberately or wilfully loses or damages employer or company’s property

SIXTH SCHEDULE

OFFENCES AND PENALTIES

Penalties

1.—

The time periods for validity of offences are as follows—

Verbal warning — one month
First written warning — three months
Final written warning — twelve months

These offences are classified under one of the following eight categories—

1. Offences relating to sub-standard performance.
2. Offences relating to absenteeism.
3. Offences relating to alcohol and drug abuse.
4. Offences relating to loss or damage of property.
5. Offences relating to violence, abusive language and other related offences.
6. Offences relating to disobedience or indiscipline.
7. Offences relating to dishonesty, theft, fraud and other related offences.
8. Other offences.

<table>
<thead>
<tr>
<th>OFFENCES RELATING TO SUB-STANDARD PERFORMANCE</th>
<th>FIRST OFFENCE</th>
<th>SECOND OFFENCE</th>
<th>3RD OFFENCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>(a) Failure to meet set and agreed deadlines</td>
<td>Verbal warning</td>
<td>Final written warning</td>
<td>Dismissal</td>
</tr>
<tr>
<td>(b) Performance of a job, duty or task without the exercise of due care and attention</td>
<td>Verbal warning</td>
<td>Final written warning</td>
<td>Dismissal</td>
</tr>
</tbody>
</table>

1050
<table>
<thead>
<tr>
<th><strong>OFFENCES RELATING TO ABSENTEEISM</strong></th>
<th><strong>FIRST OFFENCE</strong></th>
<th><strong>SECOND OFFENCE</strong></th>
<th><strong>3RD OFFENCE</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>(a) Unauthorized absence from work</td>
<td>Verbal warning</td>
<td>Final written</td>
<td>Dismissal</td>
</tr>
<tr>
<td>station during working hours</td>
<td></td>
<td>warning</td>
<td></td>
</tr>
<tr>
<td>without a satisfactory explanation</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(b) Unauthorised absence from work</td>
<td>Written warning</td>
<td>Final written</td>
<td>Dismissal</td>
</tr>
<tr>
<td>for more than two consecutive days</td>
<td></td>
<td>warning</td>
<td></td>
</tr>
<tr>
<td>but less than five days without a</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>satisfactory reason</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(c) Unauthorised absence from work</td>
<td>Dismissal</td>
<td>—</td>
<td>—</td>
</tr>
<tr>
<td>for five or more consecutive days</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>without a satisfactory reason</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(d) Reporting for work for at least</td>
<td>Verbal warning</td>
<td>Final written</td>
<td>Dismissal</td>
</tr>
<tr>
<td>60 minutes without permission/valid</td>
<td></td>
<td>warning</td>
<td></td>
</tr>
<tr>
<td>reason or leaving work early</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>without permission/valid excuse</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(e) Extended or unauthorised</td>
<td>Verbal warning</td>
<td>Final written</td>
<td>Dismissal</td>
</tr>
<tr>
<td>breaks during normal working hours</td>
<td></td>
<td>warning</td>
<td></td>
</tr>
<tr>
<td>(f) Sleeping during normal working</td>
<td>Written warning</td>
<td>Final written</td>
<td>Dismissal</td>
</tr>
<tr>
<td>hours</td>
<td></td>
<td>warning</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>OFFENCES RELATING TO LOSS OR DAMAGE OF PROPERTY</strong></th>
<th><strong>FIRST OFFENCE</strong></th>
<th><strong>SECOND OFFENCE</strong></th>
<th><strong>3RD OFFENCE</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>(a) Driving Company vehicle without authority to drive</td>
<td>Final written</td>
<td>Dismissal</td>
<td>—</td>
</tr>
<tr>
<td></td>
<td>warning</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(b) Driving a company vehicle without a driving</td>
<td>Dismissal</td>
<td>—</td>
<td>—</td>
</tr>
<tr>
<td>license</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(c) Wilful and unlawful loss/damage of the Company's</td>
<td>Dismissal</td>
<td>—</td>
<td>—</td>
</tr>
<tr>
<td>property</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Collective Bargaining Agreement: Funeral Industry

| (d) Gross negligent loss/ damage of the Company’s property | Final written warning | Dismissal | — |
| (e) Wasteful use or misuse of company property | Written warning | Final written warning | Dismissal |

2.

| OFFENCES RELATING TO ALCOHOL AND DRUG ABUSE | FIRST OFFENCE | SECOND OFFENCE | 3RD OFFENCE |
| (a) Drug abuse | Final written warning | Dismissal | — |
| (b) Drunkenness | Dismissal | — | — |

| OFFENCES RELATING TO VIOLENCE, ABUSIVE LANGUAGE AND OTHER RELATED OFFENCES | FIRST OFFENCE | SECOND OFFENCE | 3RD OFFENCE |
| (a) Use of abusive, offensive, insulting language jokes | First written warning | Final written warning | Dismissal |
| (b) Threatening to cause physical injury to a member of staff or client | Final written warning | Dismissal | — |
| (c) Fighting physically or physical assault | Dismissal | — | — |
| (d) Sexual harassment | Final written warning | Dismissal | — |
| (e) Conducting a transaction with a client in a rude manner or shouting at a client | Final written warning | Dismissal | — |
| (f) Assault | Dismissal | — | — |

| OFFENCES RELATING TO DISOBEDIENCE OR INDISCIPLINE | FIRST OFFENCE | SECOND OFFENCE | 3RD OFFENCE |
| (a) Wilful disobedience to a lawful order/instruction given by a person in authority | Dismissal | — | — |
| (b) Insubordination | Dismissal | — | — |
| (c) Non-compliance with established procedures or standing instructions | Written warning | Final written warning | Dismissal |
| (d) Discourtesy in the course of duties to a superior, a client or member of the public | Written warning | Final written warning | Dismissal |
| (e) Unauthorized use of company’s facilities, equipment or property | Final written warning | Dismissal | — |
| (f) Engaging in conduct detrimental to the smooth operation of the company’s business | Verbal warning | Final written warning | Dismissal |
| (g) Behaving in a manner which endangers the safety or health of others | Written warning | Final written warning | Dismissal |
| (h) Violating safety or security rules or measures without serious consequences | Verbal warning | Written warning | Dismissal |
| (i) Violating safety or security rules or measures with serious consequences | Final written warning | Dismissal | — |
| (j) Eating, drinking or chewing in client service areas or at unauthorized places | Verbal warning | Written warning | Dismissal |
| (k) Use of computer software, which is not authorized or licensed by the company for use within the company | Dismissal | — | — |
| (l) Causing untidiness in service areas | Verbal warning | Written warning | Dismissal |
| (m) Disregard for company’s standards of dress, cleanliness and personal hygiene | Verbal warning | Final written warning | Dismissal |
## Collective Bargaining Agreement: Funeral Industry

| (n) Refusing to permit security staff to search a bag, briefcase, vehicle or other receptacle when they have cause for wanting to do so or authority to do so. | Dismissal | — | — |
| (o) Renewing a contract or signing a contractual agreement without the authority to do so. | Dismissal | — | — |

### OFFENCES RELATING TO DISHONESTY, THEFT, FRAUD AND OTHER RELATED OFFENCES

| (a) Giving or attempting to give any form of bribe to induce any person to perform any corrupt act | Dismissal | — | — |
| (b) Receiving or attempting to receive any form of bribe as an inducement for performing any corrupt act | Dismissal | — | — |
| (c) Deliberately giving untrue, erroneous or misleading information or testimony whether verbally or in writing | Dismissal | — | — |
| (d) Falsifying or unauthorized alteration of any company document | Dismissal | — | — |
| (e) Unauthorized possession of property to be discarded | Dismissal | — | — |
| (f) Applying or attempting to apply for any unauthorised purpose, any funds assets or property belonging to the company | Dismissal | — | — |
| (g) Any other dishonesty towards company, fellow members of staff or members of the public | Dismissal | — | — |
| (h) Failing to declare an interest in any transaction involving the company in circumstances where a personal advantage or advantage for a close relative or friend could be gained from the transaction | Dismissal | — | — |
| (i) Theft | Dismissal | — | — |
| (j) Fraud | Dismissal | — | — |
| (k) Extortion | Dismissal | — | — |
| (l) Embezzlement | Dismissal | — | — |
| (m) Forgery and altering. | Dismissal | — | — |
| (n) Usury | Dismissal | — | — |
| (o) Breach of confidentiality | Dismissal | — | — |

**OTHER OFFENCES**

| (a) Failure to fulfil the expressed or implied conditions of the contract of employment or any breach of the employment contract | Dismissal | — | — |
| (b) Disclosing to an unauthorized person confidential information about the company, the company's clients or business associates | Dismissal | — | — |
| (c) Gaining access or attempting to gain access to information held by the company without the necessary authority | Dismissal | — | — |
| (d) Undertaking outside work or activity which is prejudicial to the company including working for an employer in competition with the company | Dismissal | — | — |
Collective Bargaining Agreement: Funeral Industry

NOTICE TO ATTEND DISCIPLINARY HEARING
(To be issued at least three days prior to the hearing)
To be completed in duplicate.

From: ........................................ To: ................................................
(Supervisor/Manager) (Employee’s name)

You are required to attend a disciplinary hearing for which it is alleged that: ..........................................................
............................................................................................................................................................................................
............................................................................................................................................................................................

(Detailed charges can be attached to this form)

The hearing will be held on: .................................. Time: ..................................
Venue: .................................................................
You have the right to be represented by a fellow employee, a
workers committee member, trade union official/representative or a
legal practitioner of your choice if you so wish. Further you have the
right to call witnesses and have them cross examined or lead evidence.

Signed: .................................................................
(Supervisor/Manager)

You are required to acknowledge receipt by signing below. Return one copy.

Signed: .................................................. Date: ..................................
(Employee’s signature)

Signed: ............................................................
(Human Resources Official)

NB: If you do not attend the hearing after receiving this notification at the time and
place notified, without a reasonable excuse the hearing may proceed without you.

DISCIPLINARY APPEALS FORM
To be completed in triplicate. Form C 2
(One for the respondent, one for the appellant and one for employee’s personal file.)

To: The Appeals Committee/Appeals Officer

Note: This is an appeal, at company level, made against a determination made
by the disciplinary committee/disciplinary officer in terms of the National
Employment Council for Funeral Industry Code of Conduct

Full name of appellant: ...........................................................................................................................

1056
Contact address and telephone: .................................................................

Department/Division/Branch: .................................................................

Appellant’s job title: .................................................................................

Grade: ....................................................................................................

Offence/misconduct: ...............................................................................  

Determination: ....................................................................................... 

Reasons/grounds of appeal (attach documents if space is required): 
..................................................................................................................
..................................................................................................................

I wish the following persons to be summoned as witnesses

Name:
  (i) .......................................................................................................... 
  (ii) .......................................................................................................... 
  (iii) .......................................................................................................... 

and the following documents to be produced: 
..................................................................................................................
..................................................................................................................

Signature of appellant: .............................................. Date: ......................

Signed: .............................................................. Date received: ..................
(Human Resources Officer)

APPEALS FORM

To be completed in triplicate. Form NECFI 1

One copy for the NEC, one copy for the respondent and one copy for appellant

To: The NEC Funeral Industry Appeals Committee

Note: This is an appeal against a determination in terms of the National Employment Council for the Funeral Industry Code of Conduct.

Full name of appellant: ...........................................................................

Contact address and telephone: ............................................................
..................................................................................................................

Full name of respondent: ......................................................................

Contact address and telephone: ............................................................
..................................................................................................................

Appellant’s job title: ..............................................................................

Grade: ..................................................................................................
Collective Bargaining Agreement: Funeral Industry

Date engaged:..............................................................................................................
Grounds of appeal:........................................................................................................
.................................................................................................................................
.................................................................................................................................
.................................................................................................................................
.................................................................................................................................
.................................................................................................................................
.................................................................................................................................
.................................................................................................................................
.................................................................................................................................
.................................................................................................................................

(Also see attached)

Dated at Harare this ..............day of .................20...........

Signed: .................................................................

FOR NEC STAMP ONLY


GRIEVANCE FORM

To be completed in triplicate if referring to NECV FORM NECFI 2

To: The .................................................................................................

Note: This grievance is raised in terms of the National Employment Council for the Funeral Industry Code of Conduct.

Full name of employee raising the grievance: ..............................................................

Contact address and telephone: ..............................................................................

Name of employer: .................................................................................................

Full name of immediate superior: ............................................................................

Designation: ............................................................................................................

Grade of employee raising grievance: ......................................................................

Date Engaged: .........................................................................................................

Summary details of Grievance: ..................................................................................
.................................................................................................................................
.................................................................................................................................
.................................................................................................................................
.................................................................................................................................

Dated at Harare this day of .................20..............

Signed: .....................................................................................................................

1058
Declaration

The trade union and the employers association having arrived at the agreement on the Conditions of Service and the Employment Code of Conduct and Grievance Handling Procedures set forth herein, the undersigned officers hereby declare that the foregoing is the National Employment Council for the Funeral Industry Collective Bargaining Agreement arrived at, and affix their signatures hereto.

Signed at Harare on behalf of employees and employers in the month of July, 2019.

EDWARD GOMBA,
for: Funeral Industry Employers Association of Zimbabwe (FIEAZ).

FARAI SIMOKO,
for: Zimbabwe Funeral Assurance and Services Workers Union (ZIMFAWU)

SOLOMON CHIKANDA
Chairman, National Employment Council for the Funeral Industry of Zimbabwe (NECFI).

TAKA SVOSVE
Secretary of Council, National Employment Council for the Funeral Industry of Zimbabwe (NECFI).