



## NOTICE TO MEMBERS, PRACTITIONERS AND STUDENTS CONTINUED CLOSURE OF THE INSTITUTE

As you may be aware, the Government through the Ministry of Health has instituted various measures to curb the spread of COVID19 which was declared a global pandemic by the World Health Organization (WHO). The country has seen a surging growth in COVID 19 numbers. In view of the foregoing, the Institute has implemented various measures to prevent the spread of the virus and play a critical role in ensuring that we safeguard our health individually, collectively, that of members and the general public who do business with. It is in this vain that we wish to inform you that the Institute will remain closed to the Public, Member and students until further notice.

The Institute will be operating remotely for some services. Kindly find below links, contacts and emails that can be used to reach the Institute during this period;

DESCRIPTION	LINK
<b>DIRECTORATE OF EDUCATION AND TRAINING</b>	
1. ZICA Qualifications Brochures 2. Students Registration Forms	<a href="https://www.zica.co.zm/accountancyprogramme/">https://www.zica.co.zm/accountancyprogramme/</a>
<b>DIRECTORATE OF MEMBERSHIP AND CORPORATE SERVICES</b>	
1. Membership Registration Forms for all categories 2. Member Upgrade forms 3. Paid up Membership List	<a href="https://www.zica.co.zm/membershipcategories/">https://www.zica.co.zm/membershipcategories/</a>  <a href="https://www.zica.co.zm/members-list/">https://www.zica.co.zm/members-list/</a>
<b>DIRECTORATE OF STANDARDS AND REGULATION</b>	
1. Application forms for Practitioners	<a href="https://www.zica.co.zm/practitioners/">https://www.zica.co.zm/practitioners/</a>
<b>DIRECTORATE OF FINANCE, INVESTMENTS AND ADMINISTRATION</b>	
In view of the COVID19, the Institute will no longer accept cash payments under the current prevailing circumstances. Members are advised to use any of the following platforms to make payments:	1. Bill muster 2. VISA Card 3. ZICA App, <a href="https://play.google.com/store?hl=en">https://play.google.com/store?hl=en</a> 4. <b>Direct deposits with the following banks</b> (a) Bank Name: Stanbic Bank Account No. 9130000931865 Branch: Lusaka Main Swift Code: SBICZMLX

	Sort Code: 040002 Branch: 040002
(b)	Bank Name: Zambia National Commercial Bank Account No. 0027262500102 Branch: Lusaka Centre Swift Code: ZNCOZMLU Sort Code: 0010052

### STAFF CONTACT DETAILS

NAME	DESCRIPTION	CONTACT
<b>Chief Executive Officer</b> Bonna Kashinga		Tel: +260 211 374550/9 Cel: 0975 003 691 Email: bkashinga@zica.co.zm
<b>Director Standards and Regulation</b> Mwelwa Mwaba		Tel: +260 211 374550/9 Cel: 0977 303 166 Email: mmwaba@zica.co.zm
<b>Director Finance, Investment and Administration</b> Charles Mutale		Tel: +260 211 374550/9 Cel: 0955 817 981 Email: cmutale@zica.co.zm
<b>Director Membership and Corporate Services</b> Patricia Sitali		Tel: +260 211 374550/9 Cel: 0977 740 808 Email: psitali@zica.co.zm
<b>A/Director Education and Training</b> Sherlyn Musonda Hanene		Tel: +260 211 374550/9 Cel: 0976 164 177 Email: shanene@zica.co.zm
<b>MEMBERSHIP MATTERS</b>		
<b>Membership Services Officer</b> Patricia Mataa	Membership queries and inquiries	Tel: +260 211 374550/9 Cel: 0979-794208 Email: pmwamba@zica.co.zm
<b>Assistant Membership Services Officer</b> Harriet C. Kapini-Mukangwa	Membership queries and inquiries	Tel: +260 211 374550/9 Cel: 0979-794208 Email: hkapini@zica.co.zm
<b>INFORMATION TECHNOLOGY MATTERS</b>		
<b>ICT Manager</b> Twiza Siwale	Management of Institute's ICT Systems. These include Member/Student Portal and online payment systems	Tel: +260 211 374550/9 Cell: +260-979-159619 Email: tsiwale@zica.co.zm
<b>BUSINESS DEVELOPMENT, MARKETING AND COMMUNICATION MATTERS</b>		

<b>Business Development and Corporate Services Manager</b> Moses Chitoshi	Business Development Corporate Services related inquiries	Tel: +260 211 374550/9 Cel: 0972 179 176 Email: <a href="mailto:mchitoshi@zica.co.zm">mchitoshi@zica.co.zm</a>
<b>Marketing and Communications Officer</b> Ngosa Chikaka	Marketing and Communication related inquiries	Tel: +260 211 374550/9 Cel: 0976 711 839 Email: <a href="mailto:nchikaka@zica.co.zm">nchikaka@zica.co.zm</a>
<b>EDUCATION</b>		
<b>Education Officer</b> Peggy Sikaale	Student Registration, Exemption and Practical training inquiries	Tel: +260 211 374550/9 Cel: 0976 164 177 Email: <a href="mailto:psikaale@zica.co.zm">psikaale@zica.co.zm</a>
<b>EXAMINATIONS</b>		
<b>Manager Examination</b> Sherlyn Musonda Hanene	Examination Entries and Examination Results	Tel: +260 211 374550/9 Cel: 0976 164 177 Email: <a href="mailto:shanene@zica.co.zm">shanene@zica.co.zm</a>
<b>Examinations Officer</b> Andrew Katungu	Examination Entries and Examination Results	Tel: +260 211 374550/9 Cel: 0966 476 039 Email: <a href="mailto:akatungu@zica.co.zm">akatungu@zica.co.zm</a>
<b>PRACTICE AND REVIEW</b>		
<b>Practice Review Manager</b> Valerie M Nambeye	Inspections and Professional Misconduct Reports/ Complaints	Tel: +260 211 374550/9 Cel: +260975777005/ 0955 888 189 Email: <a href="mailto:vnambeye@zica.co.zm">vnambeye@zica.co.zm</a> <a href="mailto:valmwinji1@gmail.com">valmwinji1@gmail.com</a>
<b>TECHNICAL MATTERS</b>		
<b>Technical and Membership Services Manager</b> Samuel Olaniyan	Membership related matters, Workshop and Technical related inquiries	Tel: +260 211 374550/9 Cel: +260979168368 Email: <a href="mailto:solaniyan@zica.co.zm">solaniyan@zica.co.zm</a>
<b>BOOKSTORE Stores Office</b> Mutinta Mooya Kunda	Purchase of Books	Tel: +260 211 374550/9 Cel: +260077968591 Email: <a href="mailto:mmooya@zica.co.zm">mmooya@zica.co.zm</a>
<b>REGIONAL OFFICE</b>		
<b>Regional Manager Mrs.</b> Violet Chibawe	All inquiries	Tel: +260 212 222002 Cel: +0762 388 600 Email: <a href="mailto:vlichaha@zica.co.zm">vlichaha@zica.co.zm</a>