

**STUDENT**

# Accountant

ISSUE NO.23 THIRD EDITION 2021

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### DESIGN & LAYOUT



<https://corporatehubz.com>



Registration Fees	K
CA Zambia - Knowledge level	210.00
CA Zambia - Application level	215.00
CA Zambia - Advisory level	220.00
Diploma in Accountancy - Level 1	205.00
Diploma in Accountancy - Level 2	210.00
Post graduate in Public Sector Financial Management (PSFM)	210.00
Taxation Programme - Certificate	205.00
ACCA/CIMA/OAP	576.00

Subscription Fees	K
CA Zambia - Knowledge level	575.00
CA Zambia - Application level	610.00
CA Zambia - Advisory level	645.00
Diploma in Accountancy - Level 1	560.00
Diploma in Accountancy - Level 2	585.00
Post graduate in Public Sector Financial Management (PSFM)	585.00
Taxation Programme - Certificate	515.00
Taxation Programme – Diploma	540.00
ACCA/CIMA/OAP	506.00

Re - Registration Fees	K
CA Zambia - Knowledge level	670.00
CA Zambia - Application level	715.00
CA Zambia - Advisory level	755.00
Diploma in Accountancy - Level 1	655.00
Diploma in Accountancy - Level 2	685.00
Post graduate in Public Sector Financial Management (PSFM)	685.00
Taxation Programme - Certificate	600.00
Taxation Programme - Diploma	630.00
ACCA/CIMA/OAP	755.00

Examinations Fees	K
CA Zambia - Knowledge level	680.00
CA Zambia - Application level	820.00
CA Zambia - Advisory level	1,240.00
Diploma in Accountancy - Level 1	490.00
Diploma in Accountancy - Level 2	715.00
Post graduate in Public Sector Financial Management (PSFM)	700.00
Taxation Programme - Certificate	670.00
Taxation Programme - Diploma	720.00

Exemptions Fees	K
CA Zambia Knowledge level	340.00
CA Zambia Application level	410.00
Diploma in Accountancy Level 1	245.00
Taxation Programme – Certificate	335.00

Accreditation	K
Accreditation fees – Tuition Provider	3,300.00
Accreditation fees – Examination Centre	3,300.00

ADDITIONAL CHARGES	K
Statement Reprint	110
Collection of Certificates	200
Exam Docket Reprint	110
Certificate Replacement	525
Student ID Replacement	165
Result Verifications	640

Remarking of Examinations answer scripts	K
CA Zambia - Knowledge level	715
CA Zambia - Application level	890
CA Zambia - Advisory level	1295
Diploma in Accountancy - Level 1	595
Diploma in Accountancy - Level 2	815
Post graduate in Public Sector Financial Management (PSFM)	790
Taxation Programme - Certificate	690
Taxation Programme - Diploma	790

“  
**All students are expected to register before they can begin their examination preparation process.**  
 ”



## CEO'S REMARKS



**Bonna Kashinga**  
Secretary and Chief Executive

## THE PRESTIGIOUS CHARTERED ACCOUNTANT ZAMBIA AMBASSADORS PROGRAMME (CAZAP)

In this edition we share a high level view of the Chartered Accountant Zambia Ambassadors Programme (CAZAP) a programme which was launched on 25th October 2019. The CA Zambia Ambassadors Program (CAZAP), is a prestigious leadership programme for CA Zambia qualified graduates and students who are dedicated to serving and representing their Institute. The mission of the CAZAP is to cultivate CA Zambia qualified graduate leaders who will share the CA Zambia experience with prospective students, their families, in their communities and represent the Institute at special events in relation to its expectations. This will enhance the Institutes visibility and positive perception in the market place across industry and henceforth result in an increase in both student and membership enrolment to ZICA. The CA Zambia Ambassadors (CAZA) serves as the Institute's agents in motivating students for recruitment onto various ZICA qualifications through their interactions and performance of special ambassadorial duties at various ZICA and non-ZICA events to support ZICA's objective.

The CAZA offers candidates the following benefits:

- ✓ Discounted Annual Subscription
- ✓ Attend a Workshop of choice
- ✓ Attend CPD events
- ✓ Attend AGM/Annual Ball
- ✓ Discounted Examination fees
- ✓ Attend Select Short Courses

In view of the above, I wish to inform you that the application process to prospective candidates was opened in December 2019 and a total of ninety eight (98) applications were received, from which thirty (35) candidates were shortlisted through a vigorous selection process which involved interviews and presentations to a select panel of experts. Sixteen (16) candidates were selected to be CA Zambia Brand Ambassadors. These ambassadors will be the official promoters of the ZICA brand and will become the authentic voice that will positively influence fellow students and prospective students. ZICA intends to recruit 10-20 CAZA's every year up to a maximum of 70 CAZA's over a 5-year period. The selected candidates will be required to undergo intensive training in the first quarter of 2021 which is aimed at addressing the breadth and depth of knowledge, skills, and behaviours required to function as brand ambassadors. The training will be preceded by the official launch to officially introduce the CA Zambia Ambassadors into the market and to commemorate the commencement of their activities.

Ambassadors of ZICA qualifications are agents of change and advocates for the brand; fellow students, family and friends become dependent on them for information. Being a brand ambassador comes with a great deal of responsibility and high expectations. It's a voluntary responsibility that gives you the opportunity to give back to Institute and help enhance the Institute's profile worldwide. As an ambassador you become involved in professional and academic networks which may benefit your career and enhance your development, you get the opportunity to broaden your social circle through contact with alumni who had similar experiences. To become and CAZA, you can download the brochure and the application form on [www.zica.co.zm](http://www.zica.co.zm).

Lastly, I would like to mention that even though these candidates will receive special training and recognition doesn't mean the rest of the students should not be flag carriers of the Institute, the call is for all graduates and students to fly the ZICA flag, uphold the highest ethical standards and values that enable professional accountants to make the right choices and good judgement. I encourage all students studying the Diploma in Accountancy to consider coming on board our premier qualification the CA Zambia programme. The CA Zambia programme will enable you to apply for the prestigious Ambassadors programme and take part in the various activities.



**Mrs. Sherlyn Musonda Hanene**  
Acting Director Education and Training

## Goodbye **2020**; Hello **2021**! In pursuit of Mandate to Train Accountants with Contemporary Skills

**F**ollowing one of the most eventful years in living memory, many people, Accountants alike, will be glad to see the back of 2020. But as we look to the future, what can we look forward to in 2021 and how should trainee accountancy professionals prepare for the new year?

The year 2020 and effects of the COVID-19 pandemic has reaffirmed the long held belief that real change often takes place in deep crises. The current effects of this pandemic pose a big threat that there is possibility that we won't easily return to the pre-COVID era when things return to the "real normal".

In 2020, terms such as lockdown became buzzwords in both domestic and global economies. Lockdowns in response to COVID-19 interrupted conventional learning with nationwide educational institution closures lasting at least 10 weeks. While the educational communities made concerted efforts to maintain continuity in learning during this period, scholars have had to rely more on their own resources to continue learning remotely through the Internet, television or radio. Educationists also had to adapt to new pedagogical concepts and modes of training delivery, for which they may not have been trained. In particular, learners in the most marginalised groups, who don't have access to digital learning resources or lack the resilience and engagement to learn on their own, remain at risk of falling behind.

Although higher education institutions were quick to replace face-to-face lectures with online learning, these delivery modes affected learning and examinations as well as the epitome of celebrating academic success by substituting physical graduations with virtual ceremonies. Most importantly, the crisis raised questions about the missed value in lives of learners offered by face-to-face education which includes networking and social opportunities as well as rich educational content.

The economic recovery from the COVID-19 pandemic is neither unlikely to be fast nor easy. It is increasingly clear, however, that the negative economic effects of the COVID-19 pandemic raise the big question: will jobs actually come back? Although the economies will eventually recover, the structure and job composition of those economies may be quite different. This possibility has important implications for workers who previously worked in jobs or industries that have been fatally ravaged by the pandemic. While some of these workers will almost certainly be able to transfer their skills and experience into other occupations, the other structural changes in how our society conducts our lives as a result of the pandemic may mean that a return to real normal may be impossible for some workers.

This then calls for rare skills in professional accountants that would equip them for the job market in the post-COVID-19 era. In this edition of the Student Accountant, we feature such beneficial articles as one on learning life skills that a person will carry with them after training in order to navigate relationships and careers and be a well-rounded, successful person. Other useful articles to look-out for include lessons you may not be taught in a classroom situation as well as having an entrepreneurial mindset, as we move into 2021 with renewed hope and great resolve.





# Presentation of Financial Statements

Ravi Kumar Kasagoni

## Aspect 1:

*Breach of loan covenants (including classification of liabilities into current and non-current):*

### Consideration:

Due to COVID-19 there may be instances of breach of loan covenants which may trigger the liability becoming due for payment and liability becoming current. However, as per IAS 1, such a liability shall not be classified as current, if the lender agreed, after the reporting period and before the approval of the financial statements for issue, not to demand payment as a consequence of the breach.

## Aspect 2:

*Sources of estimation uncertainty under IAS 1:*

IAS 1, requires an entity to disclose information about the assumptions it makes about the future, and other major sources of estimation of uncertainty at the end of the reporting period, that have a significant risk of resulting in a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

### Consideration:

COVID-19 may have created many uncertainties about the likely

future scenarios which may affect the estimations of amounts recognized in the balance sheet as of reporting date. Entities shall be guided by the prescriptions of IAS 1.

## Aspect 3:

*Comparative information:*

IAS 1 requires presentation of minimum comparative information. Framework for the preparation and presentation of financial statements under IAS considers comparability as an important qualitative characteristic of financial statements. The Framework requires that users must be able to compare the financial statements of an entity through time in order to identify trends in its financial position and performance and also compare it with financial statements of other entities.

### Consideration:

COVID-19 may have affected the financial performance and financial position of entities. Therefore, preparers may consider making adequate disclosures and explanatory notes regarding the impact of COVID-19 on its financial position, performance and cash flows.

Aspet	IAS Requirement	Management Action ( due to COIVD)
1	Breach of loan covenants (including classification of liabilities into current and non-current)	Due to COVID-19 there may be instances of breach of loan covenants which may trigger the liability becoming due for payment and liability becoming current.
2	Sources of estimation uncertainty under IAS 1	COVID-19 may have created many uncertainties about the likely future scenarios which may affect the estimations of amounts recognized in the balance sheet as of reporting date
3	Comparative information	Preparers may consider making adequate disclosures and explanatory notes regarding the impact of COVID-19 on its financial position, performance and cash flows.



# IN ADDITION TO WHAT YOU ALREADY KNOW ABOUT CAREERS

By Jacob Nyirenda



In this era where students come into college with no or very little meaningful careers guidance, they mostly end up gambling in making their important life decisions.

The main aim of this article is to help students with some career knowledge that may be useful to some section of students.

It may not be the fault of a student or the teachers but with the mushrooming of the private and community schools some proprietors do not value services of professional careers. They can happily employ a Math, English, etc teacher but not careers & guidance teacher. May be its due to a weaker financial muscle to fund emoluments of an indirect cost.

## CHOOSING A LIFE CAREER

It is important to love and enjoy what you are doing to earn your living especially as a life time venture. It is undeniable that some people do not have a passion for the jobs they have found themselves into. The only thing that connects them to their jobs is the end of month's salary, gratuity or a few other short term benefits.

Here are few tips that can help one choose a career path. By the way, the Chambers student learner's dictionary defines Career as , "a job or type of work that you train for and continue doing for a long time" As per definition, you will need to enjoy your career since you will likely be doing that same kind of work for a larger part of your work life.

- (a). **Strengths and interests identified by oneself** – An average person will likely be able to make two lists of their strengths as well as weaknesses. Rank your strengths and pick what you deem to be economically sound whether in their raw form or if they require further development and polishing.
- (b). **Strengths and abilities identified by others** – Other well-meaning persons in your life may also help you to identify your most precious diamonds in your life that has great economic value. Such persons may be persons like your careers and guidance, parents, close friends, church leaders, talent identification shows and other similar platforms, etc.
- (c). **Resources** – You might possess the right levels of academic intellect to pursue any kind or your desired career path but you might not have a family or persons with a financial muscle to

sponsor you to pursue your choice career path. However, some lucky ones find some alternative sponsors, e.g Government bursary, loans or grants, foreign sponsors like Chinese, Russian, Norwegian scholarships, etc as well as other well-wishers. Like myself for example benefited from the Norwegian scholarship and am very thankful to the Norwegian embassy and its lovely people for helping shape my future and career prospects.

- (d). **Your Will and resilience** – Other synonyms of will include determination, drive, willpower, motivation, resolve and spirit. Meanwhile the Chambers Student learner's Dictionary has defined resilience as "the quality of being able to deal with hard treatment or difficult situations without being badly affected.

Some persons have a very strong willpower and have the resilience to do a thing that their heart desires.

In this case, I mean there are persons who are able to aim at certain goals or career paths with great resilience despite their indifferent background.

On this one my fellow learners, am encouraging you that you can take up any career path of your choice only if you have a strong will and the right kind of resilience.

For instance, someone maybe discouraging someone out there that because they do not have some perceived pre-requisites high school subjects like principles of Accounts, Commerce, Book keeping, etc they are discouraged from taking accounting career path because they are discouraged that they will not make it.

## YOU ARE ALREADY INTO IT – GO ON!

All we have been discussing above may be too late to apply at your stage in life because I presume you have already chosen a career path. You can't go back unless in very special circumstances. But the most obvious thing for you the majority fellow learners is that we have no better option aside going forward with the career you have already chosen.

I guess you have thoroughly thought through and have settled for the accounting career

## WHAT ARE POSSIBLE CAREER ROUTES WITHIN CA ZAMBIA PROGRAM

It may not be taken for granted that all CA Zambia and the other accounting students know exactly the final product they may end up into. Someone may think everyone studying CA Zambia for instance will end up being a Financial Accountant. CA Zambia student may end up into at least one of the following depending on one's strengths and interests.

- (a). Financial Accountant / Management Accountant** – This is the main final product that the majority of the CA Zambia students are seeking to be. Even with this, depending on what you also pick as your optional three (3) courses at Advisory level, you may serve either as a Business management Accountant, Investment Managers, Business & Risk Assessment Consultant, etc. The CA Zambia course prepares you to be of value to industries such as manufacturing, trading and other profit oriented industries.

If you choose the other two CA exit routes, Public practice or the other, you will be groomed to be a more suitable Financial Accountant to serve and add value in say Non –Governmental Organizations, Government Ministries, departments and agencies including in quasi government institutions. You could also be a well baked product to serve under the Office of the Auditor General (OAG) or the Ministry of Finance. ZICA has further tailored some other courses specifically meant to groom those currently serving in the public sector but had no specific training in handling certain practices and job demands adequately. These will be in a very good position to achieve Value For Money (VfM), Efficiency, Economic and Effectiveness in guiding public funds that are restricted in nature.

- (b). Tax Specialist** - One can also choose to specialize in taxation. ZICA has also tailored a specific course at Diploma level specializing in all relevant Zambian tax issues. This will groom the student to be well vested to handle various aspects of Zambian tax requirements. Such can be best candidates to serve under the Zambia Revenue Authority to educate, monitor and track those trying to swindle the state through illegal tax evasion.

- (c). Auditor** – You may just want to join the team that used to be perceived as enemies of a Financial Accountant or crack squad in those years. However, a Modern Auditor will under normal circumstances guide the Accountant and the institution they are serving of the best accounting practices, compliance to the International Accounting standards generally and specific to that industry sector, fraud prevention safeguards, systems strengthening and compliance to your own set systems and procedures.

You may need to take note that modern audit is now quite broad. Apart from the financial audits, there are also environmental, systems, forensic audits, etc.

- (d). Systems / Software engineer** – With your accounting knowledge and the basics to computing through Information and Communication Technology (ICT), you may further your career path in that direction and specialize in accounting packages developing.
- (e). Company Secretary** – With your Commercial and corporate law within your studies in addition with a few other add ups will give you the ability to work in that position with a high performance.
- (f). Business Legal Advisor** – With few add ups and banking on your basic law studies within course of study will be a good starting point.
- (g). Business analyst or Consultant** – You may choose to help new businesses and other businesses with preparing business proposals and general other business consultancy.
- (h). Tutor** – You may go to study education component from Luanshya Technical vacation, etc
- (i). Human Resource/ Administrator** - Using your Management component to may well act as human Resource or you may go full time into that direction.

## ADD EXTRA VALUE TO YOUR PRIMARY CAREER PATH

- (a). General Computer knowledge** – Nowadays, an Accountant cannot work nearly anywhere if he or she is computer illiterate.
- (b). Specialized packages** – Studying Pastel, Dove payroll, database, etc
- (c). Driving skills / License** – Get the driving skills and go for a clean driving license.
- (d). other relevant free courses that may come your way** – These maybe church short course, etc

- (e). other auxiliary skills you may deem necessary and of you interest** - Internet and other relevant skills

## CONCLUSION

As a student, make the best use of your college time. Make yourself into a most sought jewel in the job market by fighting for the best grades and developing a positive behavior and attitude. Watch out for my next edition in which I will focus on preparing for a job market.







BY: YVONNE CHAPUSWIKE

Good morning distinguished persons whose presence I would like to recognize.  
The President of the Zambia Institute of Chartered Accountants,  
The Vice President of ZICA,  
Council Members Present,  
The Secretary and Chief Executive of ZICA,  
Education committee members and staff of ZICA,  
All stakeholders and of course my fellow graduands.  
May I simply say all protocols observed.

It is great a privilege and pleasure to stand here to deliver a vote of thanks. I would also like to extend my thanks to everyone for coming and for making this event significant and memorable, including those attending virtually. This occasion is special in many ways; it is special because 499 graduands have had their CA Zambia and Diplomas conferred on them respectively. It is a well-known fact of life that the evidence of hard work is the result of that work. Today is a day of revelation, yes, the revealing of our hard work to the world. A big congratulations, to my fellow graduands for this momentous achievement! Your hard work, our hard work is evident today.

It is often said that gratitude is the attitude that takes you to your altitude. And so, on behalf of the graduands, those here present or joining us virtually could not make it to be with us today, I take this opportunity to thank all of you for the help you have rendered to us over the years. Allow me to begin by thanking our guest of honour, the ZICA President for accepting to grace this day with her presence. Thank you for your very insightful speech.

We also extend our gratitude to those who have supported us in practical ways behind the scenes; from the mentors, lecturing staff, our ever supportive and tireless families and not forgetting the librarians and the support staff at ZICA. Over the years we have been fortunate enough to be backed by a team of very motivated, dedicated and qualified lecturers. With their wealth of knowledge and experience, they have given us deep-rooted foundations in our various fields of study. They have nurtured talents of which we perhaps had lost sight, or didn't even know we possessed. They have stimulated us to think more critically and at the same time, to act more compassionately. For this, we owe them a huge debt of gratitude.

Distinguished guests, it has been a mental marathon, but here we are today, standing right on the finish line even as we brace ourselves for more achievements to come. Today is a day when we have a sense of fulfilment. Our achievements have been recognised, and we celebrate this significant milestone in our lives. If you all believe in the phrase; **"knowledge is power and ignorance is slavery"** then today, we stand here together, as a proud cohort of friends, with that power.

This power has been earned, although many of us have destroyed stationery, shed tears of frustration and lost our cool, but this power has been earned through a thirst for knowledge and a desire for

understanding. This power is not the power to control or boast about how much we know, it is the power to think and to make a difference. Today, I stand here as a woman full of gratitude and pride because I pursued a career that is purported to be what very few women conquer and achieve. I therefore encourage women and girls to study the CA Zambia Qualification and successfully complete it as I have done.

When I started my Journey with ZICA I maintained a positive mentality, even though along the way some people discouraged me from pursuing my career. They said that the completion rate for women was very low but despite them telling me that, I was not distracted from achieving my goal, instead it just boosted my morale and I clearly proved them wrong. I mean, here I am. With the same determination I completed ZICA and Six years later I wrote Public Sector Auditing to acquire the prestigious CA Zambia, after all, one needs to keep upgrading themselves in order to compete and remain relevant in this ever-changing professional field.

Always remember, what is worth the PRIZE is always worth the fight, it is not over until you wear this gown and a huge smile on your face. I look forward to more women graduating and making it big in the professional world.

Distinguished guests, an event of such magnitude does not come together overnight. The wheels have to start rolling months in advance. It requires meticulous planning and execution with an eye for detail. We know that we cannot thank everyone enough for their involvement and the willingness they have shown to take on tasks, beyond their comfort zones. We want you to know that we are deeply appreciative of your support.

Finally, I appreciate having had this moment, it's been such a great honour. We were not held by the hand. We were not pampered. We endured. Here, together, we endured. And now we've emerged. We've emerged better read and more passionate than when we had begun. We've emerged as the persons we were meant to be. We've emerged whole and complete, undoubtedly by the Grace of God.

....and for this I say ...

**CONGRATULATIONS!!! God Bless ZICA!! God Bless you all!!!  
ZICA Munobe!!**

Thank you very much!!









# ZiCA

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**Not just an Accountant But a Chartered Accountant**



# PHOTO FOCUS



Ms. Cecilia Zimba become the 12<sup>th</sup> president of ZICA and the first female to hold the position.



UNZA students during a familiarisation tour of the Institute



Yvonne Chapuswike CA Zambia graduate delivers a vote of thanks at the 14<sup>th</sup> Graduation Ceremony



The ZICA CEO Bonna Kashinga presents CA Zambia practical Training Approved Certificate to PKF Management



CA Zambia graduates at the 14<sup>th</sup> Graduation Ceremony held at the Accountants Park



# LESSONS OUTSIDE THE CLASSROOM

By Mercy Chilufya



I remember my first lecture being one in Financial Accounting. I had moved to Lusaka from Mkushi for my tertiary education and knew a limited number of people in the city. Nervous and unsure of myself, I got to class very early and sat in the front row. Once class began, our lecturer presented us with a speech I assume he had given many times before, a speech I still remember to this day. He talked about how for the next three to four years of our lives, our focus should be gaining as much as we possibly could from the university experience. He spoke of having ambitious goals and putting in the work to see those goals come to pass. The point I remember more vividly than any other was the one he made when he said that at our age and at that stage in life, it was highly unlikely that there would be an emergency to which we were the answer and therefore our phones should be off during each and every one of his classes. Time is a funny thing. I can hardly believe that it has been five years since I attended my first lecture at ZCAS- now ZCAS University- and I now find myself in a position where there could very well be an emergency to which I am the answer. Responsibilities come at you fast and the transition from student to a tax paying member of society can be a difficult one to navigate and that's what I would like to touch on in this article.

Upon the completion of my secondary school education, my mother sat me down and told me I would be pursuing a degree

in accounting; just like she did and like her father did before her. I didn't argue because at 16 I was very unsure about what I wanted to do with my life, and I looked to my elders for guidance. I enrolled at ZCAS for the ZICA programme which is now recognised as CA Zambia. I look back at my university years with fondness because it was during these years that I learned some very important life lessons that I feel helped make the transition from student to employee less of a challenge for me.

## 1. A Lesson on Procrastination and Her Friends



In secondary school, whether you were in a boarder like me or a day scholar, you had a routine made for you. Your time was carefully mapped out and accounted for by someone else. You would wake up at 6:00am or earlier and complete your morning chores and hygiene routine before proceeding to have breakfast and then your day of classes would begin.

During my first semester at ZCAS, I did my best to stick to a routine in a similar manner as before. I would even study every evening to recreate prep time or evening classes. This worked up until I realised that I oversaw how I spent my own time. I wouldn't face punishment or detention for not studying in the evening or for waking up at 10:00am instead of 6:00am. It didn't take long for procrastination and her friends to come knocking on my door soon after that. Who are her friends? Laziness and denial of course. I would put off my evening studies for "just one more hour" and then end up sleeping without studying. I would be in denial of approaching deadlines and find that I felt too lazy to complete assignments. I found myself working on things in the last possible moment. If I'm completely honest, there was a time I found myself reading a chapter in my textbook for the first time that semester, just a few hours before my exam. Things got very bad before they improved.

However, in the same way it dawned on me that I would not be punished by someone else for not following a routine I came to the realisation that my lack of discipline would not go without consequence. Instead of being the shining student in the class, I became average and went unnoticed. I was disappointing myself and had to pull up my socks. I created a routine for myself and stuck to it. Whenever procrastination and her friends came knocking, I would get up. I would physically move from my room to the library or an empty classroom or lecture hall to study. The lesson here is

fight procrastination proactively. When you feel lazy, do not put the task off until "later" because later may never come and you may miss an important deadline. You never want to find yourself missing the deadline for application submissions or missing the deadline for an agreed deliverable at work. The consequences will be more devastating than just being told to dig a hole during detention. Do not answer the door when procrastination comes knocking.

## 2. A Lesson in Budgeting



During secondary school, at the start of every new term, our accounts at the tuckshop were credited with money that was ideally meant to last until the end of that term. This was a great introduction to budgeting and even saving because at the end of your final term in grade 12, you were able to claim the cash from your account and take it home as your own savings. We had the students who never made it to the end of the term along with those who were able to take home a decent amount of money after their final term in school. How the money was spent was entirely up to the students and I believe that system was a great practical lesson on how budgeting and money management would play out in the real world. University was an even better teacher when it came to this.

When my parents dropped me off for my first semester, they took me grocery shopping first and then gave me money for upkeep. I was so excited. I had both food in my fridge and cash in my purse. There was no touching me! Boy was I wrong. I barely lasted a month because I did not make financially sound choices during that first month at ZCAS. I was what I would call an impulsive shopper: if I saw it and liked it, I bought it. During my second month, I received my upkeep money but of course no one took me grocery shopping. It was entirely up to me now and this is when the lesson truly began. I remember walking around Pick 'n' Pay with my little black notebook taking note of prices and trying to differentiate for myself what was a necessity and what was merely a luxury. Despite my

promising approach to budgeting, I had to call home often to say I needed more funds. I had a safety net. I knew if I really needed the help, Mum and Dad would come through for me. It's not the best mentality to have but I was 17 years old. Later, my safety net would be taken out from under me and all my budgeting theories would have to become practical.

When you transition from a student to making your own money, a lot of things suddenly open to you. It may be that as a student, you couldn't comfortably eat out every weekend because of the financial strain it would put on your pocket but as an employed adult you are now able to take your pick of whose menu to explore with your friends every weekend. Now, life is short, and your life can not be full of hard work without any reward, but you would be doing yourself a great disservice by disregarding any budgeting techniques you have accumulated. Save! Save! Save! A percentage of your total salary should go into a savings account. Invest! Invest! Invest! Another percentage should go towards a side business or investment that will bring you a return and ultimately multiply your money. It is also very important for you to live within your means. Avoid the temptation of trying to "keep up". Your time to shine will come.

## 3. A Lesson in You



The pursuit of knowledge is, ideally, a lifelong pursuit, and in the same way you should hungrily strive to get to know yourself more and more with each passing year. You should identify your weaknesses, the ones to improve on and the ones to simply accept and your strengths, the things that will inspire confidence in yourself and in people around you.

When I applied at ZCAS, I went into the student administration office and sat down across from the man who held my future in his hands and said, "I am here to sell you on the idea of me." He sat across from me with a bemused smile on his face as he listened to me explain why I would be of value

to the institution and why my application should be accepted. When I finished, he asked me who taught me how to do that and I mentioned taking a business studies class in secondary school. He told me that it was a great skill to have because when applying for jobs, I would have to sell my future employers on the idea of me. I later realised that there had been no need for me to pitch myself because I had already been accepted, but that is beside the point.

You must never give up on the idea of self-improvement. We are constantly changing and evolving. Our skillset is either getting improved or losing value year by year depending on how we invest our time. It is crucial for you to understand who you are, identify who you want to be and work relentlessly to see that vision come to life. When you sit in an interview room with a potential employer, your application and credentials in their hands, they will look at you and ask you to tell them about yourself. That is your opportunity to sell yourself to them; your opportunity to make them feel like they need you more than you need them. Think about any advert currently airing on TV or the radio, the people in these adverts always behave as though their lives would lose meaning if they no longer had access to the product they are pitching to you. You need to be like these people, so full of conviction about your value that you do not give people room to doubt you. You can only speak with such conviction when you understand the product's strong points and work to amplify those.

As a taxpaying citizen, you will face many decisions that may be difficult. In these moments, the effort you put into bettering yourself, growing your knowledge base and instilling confidence in yourself will come to your aid. Understand yourself, improve yourself and always believe in your capabilities.

These are just three of the many lessons I learned as a student. I'm constantly learning even now as a taxpaying citizen. Growth and change can be difficult and intimidating, but too many people have gone before you and succeeded for you not to believe that you can do it too. As a student, study hard and be kind to the people you meet. Make time for personal growth as you pursue your academic credentials and never give up on your goals.

*Mercy Chilufya is a CA Zambia graduate. She is currently employed at KPMG Zambia and has over 2 years of experience in the audit field.*



# LIFE AS AN INTELLIGENT STUDENT

## THE INVENTION OF THE SMART GADGET

By: Theresa Katunansa Mbewe

It is often said that all work and no play makes Mary a dull girl. But it is a sad reality that in this age the opposite has become true, it is as if the young generation says

*"All play and no work makes Mary a smart or intelligent girl". "Am I an Intelligent student?"*



One good question to ask oneself. Many things have been blamed for the misbehavior of the young generation, from parenting and friendships to scholars and technology.

In this article we narrow it down to technology and the benefits one can derive from being a certain kind of intelligent. We can talk about technology not only in terms of phones, but also any machine that can aid one into doing an activity more intelligently or efficiently. Narrow it down to phones this invention is smart, but depending on the way one use it, it may turn out to be more of a distraction.

It brings to mind the experience of a fellow student who arrived 30 minutes late for his exam because he was carried away playing a game called Zumba. Funny story yes, yet it proves how distractive technology can be if we do not put it in its rightful place. The student in question had a high 'IQ' (Intelligence Quotient). He studied throughout the night commonly referred to as *"uku zerowa"* or *"zerong the night"* among students. By morning he felt so prepared for his exam that he decided to play a game as he waited for the yet to be hammered exam. To his disappointment, technology that was suppose to aid his academic life became a source of misery. His misery would have been averted had he cultivated a certain kind of intelligence

called Emotional Intelligence. The brother simply lacked Emotional intelligence.

*Are you intelligent? If so what kind of intelligent are you?*

Emotional Intelligence (EI) is the ability, capacity, skill or self perceived ability to identify, assess and manage the emotions of one's self, of others and of groups. (Understanding and Developing Emotional intelligence. Olivier Serrat 2017).

Intelligence Quotient (EQ) is a number representing a person's reasoning ability (measured Using problem - solving tests) as compared to the statistical norm or average for their age taken as 100. (The Oxford Dictionary)

*Why become Emotionally Intelligent?*

In as much as a Student may need a high IQ to pass exams and be a high performer academically, the importance of Emotional Intelligence cannot be underestimated.

Goleman (1955) published his ground-breaking work on EI (or EQ, for Emotional Quotient). He argued that the classical view of intelligence was too narrow. He felt that the emotional qualities of individuals should be considered. These, he felt, played a vital role in the application of intelligence in everyday life. He identified the key

characteristics of EI as the ability to:

- motivate oneself and persist in the face of frustrations
- control impulse and delay gratification
- regulate one's moods and keep distress from swamping the ability to think
- empathize and to hope

Therefore, it is clear that Emotional Intelligence comprise of a range of (interpersonal) skills that comprises the public persona. EI has received considerable attention over the last few years as the concept has been identified as a key aspect of managing people effectively. Goleman argues for a more empathetic style of management and suggests that EI predicts top performance and accounts for more than 85 per cent of outstanding performance in top leaders

A lack of Emotional Intelligence may hinder the way one socially relates with others, they do things just from impulse without analyzing the consequences, for example resorting to violent behavior when endeavoring to be heard by those in authority. All these may be as a result of not putting Emotional Intelligence to its full use.

A student needs Emotional Intelligence during academic years and later years when

they join the industry. No entity with proper codes of governance will have one person achieving a goal or a task single handedly. You may be a book worm academically and an A+ student achieving high grades all alone without the help of others, but not in the industry.

From middle to top management all need to connect with others to achieve any meaningful task or goal. Emotional intelligence will help you relate well with others by communicating, identifying, assessing and managing yours and other peoples emotions. Emotional intelligence will not only help you as a student or being an highly appraised employee but also as a parent in a family setup. Moreover it will help you climb the leadership ladder faster by making you a great leader, who takes into account feelings and capabilities of subordinates. It is one of the important qualities that distinguishes a leader, who leads by example and a boss who only issues commands.

### *How can you Develop Emotional Intelligence?*

*In view of the common saying, "practice makes perfect" Shown Allen wrote, "Skill comes from consistency and deliberate use".*

Therefore to develop this important form of intelligence, you need to make it your aim to practice doing the things that can help you become emotionally intelligent. Expose yourself to reading good literature especially literary fiction. It will enhance your ability to identify and understand other people's emotions. Watching less and reading more along with talking less and listening more will go a long way in developing this somewhat elusive form of intelligence. Landale (2007) refers to the importance of empathy in EI which both involves how a person self-manages and addresses how to engage with the emotions of others, and suggests a six-step process for developing Emotional Intelligence .

- ✓ Know what you feel.
- ✓ Know why you feel it.
- ✓ Acknowledge the emotion and know how to manage it.
- ✓ Know how to motivate yourself and make yourself feel better.
- ✓ Recognize the emotions of other people and develop empathy.
- ✓ Express your feelings appropriately and manage relationships.



There seems little doubt that managers and leaders who have trained EI have far more initiative when dealing with organizational life than those who do not. Stress will always exist at work, but EI gives people the tools and ways to manage it to their advantage.

Organizations are becoming interested in both Emotional Quotient and Intelligence Quotient of a potential employee. I attended an interview with a certain organization that assessed for personality traits in addition to academic competence. Hence to succeed in one's career in this era one really needs to develop Emotional Intelligence as a plus to being academically qualified.

Make it your aim to put technology in its place and do not let it hinder you from releasing your innate powers. Unleash your full potential through deliberate development of emotional intelligence and become that great and charismatic leader everyone aspires to be.

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# YOUNG AND INDUSTRIOUS

By: Delia Banda

In my final year of university I remember one morning calling my father and asking him for money. He had always made sure I had everything I needed. So that afternoon he drove down to my school and handed me a hundred kwacha note. I was very grateful but after he left I was grappled with a serious shortfall. I had several lecture notes to photocopy, my groceries had passed re-order level and I desperately needed to do something to my hair to make myself look more presentable.

It was towards the end of the term and I had already exhausted my BC (allowance from the Bursaries Committee that was received by students at the beginning of each term). I was not one to ask for money from my extended family during my time in school; I relied solely on my BC and my parents. On that day I realised this reliance was not going to be sustainable as there were various sudden requirements. Always having been quite a risk averse person it had never occurred to me to start up a small business while pursuing my studies.

That day I desperately thought of how I could generate more money. I thought of buying a printer so that I could sell printing services; I imagined it would be lucrative as I had not seen or heard of any female students in that "industry" but I debated with myself and decided against it. The reason I decided against it was that it would require my being in my hostel room most of the time and my other school commitments just would not allow it. I also did not have the capital required to set up such an operation. At that time everyone was either selling Nakonde rice or clothing and jewellery; well at least the female students from my recollection and the risk averse girl in me did not have any desire to go into an already flooded industry.

My theory was that I could be most successful in uncharted waters. Then it hit me! For a while my mother made buns from home and they sold like hot cakes. I remembered how during my vacations I would help her mould the bun dough. I knew for certain that the recipe was not complicated. So I decided to give her a phone call for her to refresh my memory on how she prepared those delicious homemade buns.



The following day I walked to the nearby shopping centre and purchased all the ingredients needed. The beauty was that I didn't have to incur a number of expenses- no transport costs since the ingredients were sold at the shopping centre near school, a walkable distance, and I did not have to incur the cost of electricity consumed during the baking process as I was staying in a room on campus.

I prepared a tray of 12 buns on the first day, they were all gone in less than 10 minutes. The weeks that followed saw me struggle hard to meet my demand, it was overwhelming, what with the classes, assignments, group studies, church activities and other clubs and societies I actively participated in- how could I possibly have had the time to make money?! But my new found fortune forced me to manage my time better and I was able to make the buns before class and then concentrate on school the rest of the day. In all this I had only one regret; I should have gone into business earlier. I had lost three and a half years' worth of extra income.

The truth is most young people do not realise how dynamic their lives can be if they can only be willing to apply themselves. Finances are one area that cannot end in success if one isn't open to new ideas and ultimately change.

In high school I prepared myself to be a very studious university student and overlooked the fact that it would be important for me to prepare for the financial side of being a student. This led me to struggling through

most of my university life and desperately relying on BC which I would exhaust within the first month of each term. I paid no mind to budgeting, saving nor generating additional income. These are principles I could have cultivated when I was in secondary school but obviously chose not to.

You are not too young to begin planning your personal finances. While you are pursuing your studies begin to practice prudence with your finances. This means when you get an allowance or any money through whatever means while you are still a student cultivate a habit of planning how you will spend that money no matter how small it is. It also means planning on how you can invest whatever money you have such that you will be able to stand on your own feet. It is not enough to rely on family contributions, the sooner you learn to manage your finances the better you will be even at managing a home in future. Find ways to turn your talents into money-making ventures, learn a skill, volunteer on some projects so that you can meet new people and keep adding to your skill set, in short, be industrious. Apart from baking, another talent of mine that I explored was public speaking. I was part of the debate society in high school and continued debating throughout my tertiary education. From time to time I shared in the prize money for being part of the winning team or for scooping the best speaker award. The money from these came in handy as well and I knew of a number of students who were involved in similar societies and it went very well for them too.

The biggest mistake one can make when dealing with personal finances is leaving them to chance or hoping that they will plan their finances later on. You are never too young open a savings or investments account or to explore the stock market. The thing is, little practices like saving in a piggy bank, once ingrained in you will help you not just during your tertiary education but in the rest of your life as a whole. So no matter what level of your studies you are in, start working on your financial fitness today through researching of and applying sound personal finance practices. If you make losses you are still young, you will recover from the financial loss and learn valuable lessons on the journey.

*Delia Banda BAcc, GZICA, ACCA, currently pursuing MBA.*





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Manager Examinations

# CA ZAMBIA PRATICAL TRAINING GUIDELINES

The CA Zambia qualification has two (2) components: a 16 examination paper component, and a compulsory 3-years full time equivalent practical training component under the supervision or guidance of a mentor who must be a professionally qualified Accountant. Therefore, the CA Zambia qualification is not completed and the candidate will not be admitted as a member of ZICA to become a CA (ZM) until both components are completed.

The 3 year practical training component is a requirement in accordance with the International Federation of Accountants (IFAC) standards on the education and training of Chartered Accountants. The practical training can be undertaken in one (1) entity or in a number of entities depending on exposure to variety of roles and availability of such training opportunities. However, the practical training component must be conducted under the guidance of a mentor (a qualified accountant) at all times and must be approved by ZiCA.

### Aim of Practical Training

- To give the student supervised opportunities to experience the essential practical tasks emphasized in their professional studies.
- To provide opportunities to apply their acquired skills and knowledge in working life.

### Commencement of Practical Training

Commencement should preferably be as one starts the Advisory level or after completing the Examination Component of CA Zambia.

### Versions of Practical Training

Below are the versions of Practical Training;

#### Version 1 – Approved employer

- Find a job placement if not employed and sign employment contract.
- Apply for exemptions from mandatory 3 years if you meet exemption policy
- Select at least 2 of the 9 Technical Competency areas
- Find a mentor to supervise you in your selected Technical areas
- Sign a training contract with your employers and Mentorship agreement with your Mentor
- Develop a training plan in conjunction with the Mentor.
- Document the plan
- Record the demonstrated work experience onto the Competence Review Form (CRF) every quarter
- Ensure the CRF (record of experience) (CFR) is signed off quarterly and submitted to ZiCA every quarter
- Complete and submit the Yearly/Half-Yearly Assessment form to ZiCA every year or six months respectively
- Update the Practical training logbook every year end

#### Version 1 – Alternative

- Where organisation cannot provide a mentor, a mentor may be seconded from outside the organisation.
- Develop and document the training plan in conjunction with the Mentor.
- Record the demonstrated work experience onto the Competence Review Form (CRF) every quarter
- Ensure the CRF (record of experience) (CFR) is signed off quarterly and submitted to ZiCA every quarter
- Complete and submit the Yearly/Half-Yearly Assessment form to ZiCA every year or six months respectively
- Update the Practical training logbook every year end

#### Version 2

This version of the practical training policy is applicable to a student who is currently working and is eligible to commence practical training but the student's employer has not yet signed up the MoU and the organization has professionally qualified Accountant (s) who are qualified to mentor the student. The requirements of version 2 are as follows:

- i) The student should identify a mentor (from the available qualified accountants internally) who must be an Associate or Fellow member of ZICA in good standing with the Institute.
- ii) The Trainee and the Mentor must sign a Mentorship Agreement prescribed by ZICA.

### Version 3

- iii) The trainee should then keep a record of work undertaken under each competency area which will be validated by the Mentor after the serving the practical training period depending on the exemptions given (if any).
- iv) At the end of the practical training period, the Mentor must sign off the Practical Training Experience Log Book for the Trainee to confirm achievement of the competencies.
- v) A trainee accountant whose Practical Experience Log book has been signed off and meets the ZICA expectations will then be required to sit for a Practical Experience Competence Examination to confirm the competency.
- vi) The exemptions in the current policy shall apply to Version 2 of the Practical Training too.

This version of the practical training policy is applicable to a student who is currently working and is eligible to commence practical training but the employer cannot qualify to be an approved employer because it has no professionally qualified accountants or the student is the highest person in the Accounts department or the organization as the case maybe for students who are owners or CEOs of firms. The requirements of version 3 are as follows:

- i) The trainee should keep a record of work undertaken under each competency area which will be attested by the supervisor or other external assurance persons (CEO of the organization if applicable or other authorities such as external or internal auditors for students who maybe CEO or owners of firms) after serving the relevant practical training period depending on the exemptions given (if any).
- ii) At the end of the practical training period, the supervisor or other external assurance persons (CEO or other authorities such as external or internal auditors for students who maybe CEO or owners of firms) must attest achievement of the competencies.
- iii) A trainee accountant whose Practical Experience has been attested under (ii) above will then be required to sit for a Practical Experience Competence Examination to confirm the competency.
- iv) The exemptions in the current policy shall apply to Version 3 of the Practical Training too.

Using version 3 of the practical training, Commencement will only be recorded once a formal letter addressed to the Director Education & Training is received, indicating the name of the supervisor who will be attesting the competencies for ZICA's record and also which Technical competence areas the trainee will specialise in.

- Record the demonstrated work experience onto the Competence Review Form (CRF)
- At end of the practical Training period, the Supervisor must attest achievement of competencies ( a half yearly submission will be appreciated so that we check your progress)
- Once the competencies have been attested and submitted to ZICA , you will be ready to sit for a Practical Training Competence Examination

### Practical Training Period and Exemptions

IFAC IES 5 - Initial Professional Development – Practical Experience, IES 5 recognizes that practical experience is relevant in developing the competence of an aspiring professional accountant. Additionally, it promotes greater flexibility in measuring practical experience; permits practical experience supervisors to direct, advise, and assist an aspiring professional accountant's experience; and requires practical experience to be recorded in a verifiable and consistent form.

The period of practical experience should be a minimum of three (3) years but CA Zambia Practical Training Policy provides for Exemptions.

If a trainee holds a manager level position (Manager level experience is interpreted as having worked as an Accountant, or Internal Auditor, or Audit Supervisor and above) – they may request for some exemptions in the number of years to undertake the practical training. This is done by putting it in writing and sending to ZICA with the Curriculum Vitae for assessment. Once the assessment of the CV is done, ZICA shall advise whether a trainee is eligible for exemption or they will need to do all the three years practical training.

#### Exemptions

- 3 to 5 years manager level experience in a relevant accounting role = 1 year exemption.
- More than 5 years manager level experience in a relevant accounting role = 2 years exemption.

#### Roles of Trainees

- Completing at least three year work experience in a relevant accounting role
- Searching for prospects to gain sufficient length, breadth and depth of experience
- Finding a mentor and managing the relationship, by communicating and meeting with the mentor. Formally, meet with the mentor and record competency progress every quarter.
- Developing the training plan in conjunction with their mentor, and taking responsibility for documenting the plan

- Updating the practical experience assessment tool (CRF) with the demonstrated work experience to achieve competencies every quarter
- Ensuring the records of experience (CFR) are signed off quarterly and submitted to ZiCA every quarter
- Submitting the assessment form to ZiCA every six months or yearly, along with the quarterly mentor review
- Advising ZiCA of any change in their situation (for example, change of mentor or employer)
- Complying with all requirements of the ZiCA Practical Training Policy and Guidelines
- Acting in accordance with IFAC IAESB ethics requirements of accountants International Ethics Standards Board for Accountants (IESBA) Code of Ethics for Professional Accountants

### Competence Areas

There are two types of competencies that a trainee needs to demonstrate achievement:

- **Technical Skills**
- **Non-Technical Skills (Professional skills)**

#### Technical Skills

Trainee must choose and demonstrate competence in at least two, one of which must be from the core areas.

##### Core

- Financial Accounting and Reporting
- Audit and Assurance
- Taxation
- Management Accounting
- Financial Management

##### Non-core

- Strategic Business Analysis
- Information Technology
- Accounting Education
- Financial Advice

#### Non-Technical Skills

The trainee must demonstrate competence in all 6 areas; these are the professional skills, values and behaviour:

- Team work and Leadership
- Organisational skills
- Analytical, Research and Evaluation
- Intellectual Skills
- Ethical and Professional Behaviour
- Communication and Interpersonal skills

### Order of Completing Practical Training Documents

#### Documents to be completed before commencement

1. Practical Training Contract (Version 1 trainees only)
2. Mentorship Agreement (Version 1 & 2 trainees only)
3. Practical Training Plan (acceptable within 1 month of starting)

#### Documents to be completed during practical training

1. Competence Review Form
2. Yearly/Half yearly Assessment Form
3. Practical Training Experience Logbook
4. Mentors Final Report

**Note: All Trainees should be keep these documents in their Training File**



No.	Name of Accredited Organisation	External Trainees	Internal Trainees
1	AMG Global Chartered Accountants, Lusaka	YES	YES
2	KPMG Zambia, Lusaka	YES	YES
3	HCL Chartered Accountants, Ndola	NO	YES
4	ECD and Associates, Lusaka	YES	YES
5	GIZ, Lusaka	NO	YES
6	Grant Thornton, Lusaka	YES	YES
7	ABACUS360, Lusaka	YES	YES
8	Techzam Limited, Lusaka	NO	YES
9	ZAMCOM, Lusaka	NO	YES
10	Thewo & Company, Lusaka	YES	YES
11	HLB, Lusaka	YES	YES
12	LAFARGE ZAMBIA PLC, Chilanga	YES	YES
13	Zambia Compulsory Standards Agency (ZCSA), Lusaka	YES	YES
14	Zambia Home Loans Limited, Lusaka	NO	YES
15	MGK Chartered Accountants, Ndola	YES	YES
16	St Columba's Presbyterian school /Church, Lusaka	YES	YES
17	Client Focus Solution (CFS)	YES	YES
18	PwC Zambia, Lusaka	YES	YES
19	Emergent Business Solution, Kitwe	YES	YES
20	HAI Telecommunications, Lusaka	YES	YES
21	PKF Zambia, Lusaka, Ndola & Livingstone	YES	YES
22	Hitachi Construction Machinery Zambia Ltd, Lusaka	YES	YES
23	World Bank Group, Lusaka	NO	YES
24	Castle Lead Works (Z) Ltd, Kitwe	YES	YES
25	COMACO, Lusaka	YES	YES
26	Leasing Finance Company, Ndola	YES	YES
27	Deloitte & Touché, Lusaka and Kitwe	YES	YES
28	D & D Management consultants, Lusaka	YES	YES
29	Judiciary, Lusaka	NO	YES
30	Zambia Revenue Authority, Lusaka	NO	YES
31	BDO Zambia, Lusaka	YES	YES
32	Mpongwe Milling Company Ltd, Kitwe	NO	YES
33	ZESCO Limited, Lusaka	NO	YES
34	Mopani Copper Mines	NO	YES
35	Copperbelt Provincial Administration, Ndola	NO	YES
36	Quantum Foods	NO	YES
37	ZICA Hq	YES	YES
38	Zambia ICT College	YES	YES
39	Zambia Development Agency	YES	YES
40	Stanbic Bank	NO	YES
41	CBL Agri Zambia Limited	YES	YES
42	IABC Associates	YES	YES
43	Ministry of Finance – Internal Audit Division	YES	YES
44	Mark Daniels Chartered Accountants	YES	YES
45	Ministry of National Development Planning	YES	YES
46	RSM Zambia Chartered Accountants	YES	YES
47	ACTCO Accountants	YES	YES
48	CACTUS Financial Services Ltd	YES	YES

NOTE: **NO**, under External Trainees means the Organisation does **not** provide practical training to students who are not their employees

NAME	MEMBER NO.	ORGANISATION	TOWN
Sakala Misozi	F005696	Zanaco Bank Plc	Lusaka
Muzuma Steven	F001829	The Judiciary Headquarters	Lusaka
Banda Chilala Milimo	F004257	Grant Thornton	Lusaka
Chola Mercy	A007630	Grant Thornton	Lusaka
Banda Baison	F000299	UHY Amo Certified Public Accountants	Lusaka
Mwila Nahum	A010049	Lafarge Zambia Plc	Lusaka
Ranjan Arulanandam Antony Christus	F000158	PKF Zambia Chartered Accountants	Livingstone
Nakasamu Charles	F002842	Emergent Business Solutions	Kitwe
Muyambo Francis	A003426	GIZ Office Zambia	Lusaka
Sokoni Chearyp Mkandawire	F003010	Industrial Development Corporation	Lusaka
Chilekwa Monje	F005888	Office of the Auditor General	Lusaka
Emmanuel Tembo	A010482	Office of the Auditor General	Lusaka
Mikatzo Mwanang'obe	F002858	Office of the Auditor General	Lusaka
Habanyati Pitman	A005148	Office of the Auditor General	Chinsali
Silwamba Johnwell	A010461	Office of the Auditor General	Mansa
Musumba Eric	F000609	ECD and Associates	Lusaka
Kapila Aaron	A007168	National Breweries Plc	Lusaka
Mwila Ian	A011701	Zambia Army	Lusaka
Raju Muppala Narasimha	F000100	Goldman Insurance Limited	Lusaka
Chilufya Ivor	F002867	Zambeef Products Plc	Lusaka
Ndawa Eric Chisulo	A008081	ZiCA	Lusaka
Mwewa Debora	A005918	ZiCA	Lusaka
Nkhoma Isaac	F007584	Office of the President	Kabwe
Sullivan Chapula	F007638	Mulungushi University	Kabwe
Zyuulu Petronella K.K. Chilwesa	F006539	Zambian Home Loans Limited	Lusaka
Muchinouta Prudence Fereday	A009677	Comaco Limited	Lusaka
Mpikwa Lubona	A010124	PWC Limited	Lusaka
Munkombwe Fayson	F008522	PWC Limited	Lusaka
Mkonda Nsansa Kamwansa	A005598	PWC Limited	Lusaka
Luwisi Tonderai	F005192	PWC Limited	Lusaka
Bamukunde Martin	A009933	PWC Limited	Lusaka
Poole Lyndon Lane	F005222	PWC Limited	Lusaka
Mulenga Charity K.	F000945	PWC Limited	Lusaka
Sikwanda Andrew	A006515	PWC Limited	Lusaka
Chibuye Andrew Lubuta	F002378	PWC Limited	Lusaka
Ngulube Albert	A008616	PWC Limited	Lusaka
Kang'ombe Peter Mutale	F000301	ASA Microfinance Zambia Limited	Lusaka
Phiri Francis	F003654	Chipata City Council	Chipata
Thewo Tom J.K.	F000308	Thewo & Co Chartered Accountants	Lusaka
Tonga Jabes	A004275	Castle Lead Works	Kitwe
Taima Frank	A008163	Chinsali Municipal Council	Chinsali

Mandaza Radderford	F001615	AMG Global Chart. Accountants (Zambia)	Lusaka
Nyambe Friday	F000088	AMG Global Chart. Accountants (Zambia)	Lusaka
Kabengele Brasho	F002088	Provincial Administration	Kasama
Muneku Kawina	A010650	Evelyn Hone College of Applied Arts	Lusaka
Malangisha Brian Nyembe	F003622	Zambia Compulsory Standards Agency	Lusaka
Mutale Paul M.C.	F002803	ZESCO Limited	Ndola
Sijamba Collette Mwansa	F002653	ZESCO Limited	Lusaka
Mutale Christabel Kangwa	F002745	ZESCO Limited	Ndola
Siwingwa Linda	F003996	ZESCO Limited	Lusaka
Mwale Robert	F003663	Tobacco Board of Zambia	Lusaka
Kangwa Dominic	F003057	Examinations Council of Zambia	Lusaka
Mbewe Mabvuto Kafumu	F005602	BDO Zambia Limited	Lusaka
Tembo Mwale Muloyi	A007627	BDO Zambia Limited	Lusaka
Sinyangwe Emily Kondowe	F004791	BDO Zambia Limited	Lusaka
Himuyamba Bright Chintu	F003167	Zambia Revenue Authority	Lusaka
Mpengula Fredrick	F001078	Zambia Revenue Authority	Lusaka
Mvula Ignatius K.	F003860	Zambia Revenue Authority	Lusaka
Chilebe Charles	F002425	Zambia Revenue Authority	Lusaka
Chikati Naison	A010289	Abacus360	Lusaka
Liswaniso Joseph Mwangelwa	F002427	Abacus360	Lusaka
Nyirenda Chilala	F006452	Ministry of Health	Chingola
Haboonga Solomon	A008178	HLB Zambia	Lusaka
Maambo Herbert	F003353	HLB Zambia	Lusaka
Millioni Simon Peter	A007087	HLB Zambia	Lusaka
Mutambo Humphrey C.L.	F000244	HCL Chartered Accountants	Ndola
Chungu Kelvin	F006522	Nolands Zambia	Lusaka
Sambo Rodger	F003574	National Assembly of Zambia	Lusaka
Banda Salome	F006293	KPMG Zambia Limited	Lusaka
Mwanza Alfred	A010733	KPMG Zambia Limited	Lusaka
Mubanga Benson	F002500	KPMG Zambia Limited	Lusaka
Wambulawae Kumoyo	F006226	Deloitte & Touche	Lusaka
Padenga Tapiwa	2456909	Office Of The Auditor General	Zimbabwe
Mawere Tinashe	2741080	Grant Thornton	Zimbabwe
Kuimba Patrick	M4228		Zimbabwe
Emmanuel Badza	CN480594	Great Zimbabwe University	Zimbabwe
Masimba Mudzungayiri	70-055086971	Ministry of Finance and Economic Development	Zimbabwe
Kasaro L.N. Dube	F001300	University of Zambia	Lusaka
Kingford Kalobi	A005092	Water Aid Zambia	Lusaka
Nsandi Manza	F002486	Ministry of Finance and National Planning	Lusaka



# NOTICE FOR MARCH 2021 EXAMINATION REGISTRATION

Notice is hereby given that registration and payment for the March 2021 Examination Session is now open. The deadline for payment of examination fees for the March 2021 examination session is 5th February 2021. The March 2021 Examination Session will cover **all subjects** in the following programmes:

- CA Zambia
- Diploma in Accounting

The **good news for all students** registering and paying their examination fees early is that a 10% discount is on offer under Our Early Bird Registration promotion. The table below shows fees that will be applicable depending on the period an examination entry is paid for:

	Early Bird Registration Exam fees per subject (10% Discount)	Normal Registration Exam fees per subject	Late Registration Exam fees per subject (20% Penalty fee)
Due Dates	Closes on 8 <sup>th</sup> January 2021	From 9 <sup>th</sup> January 2021 to 5 <sup>th</sup> February 2021	From 6 <sup>th</sup> February 2021 to 10 <sup>th</sup> February 2021
Programme	K	K	K
CA Knowledge level	612	680	816
CA Application level	738	820	984
CA Advisory level	1,116	1,240	1,488
Diploma in Accountancy level 1	441	490	588
Diploma in Accountancy level 2	644	715	858

## Please Note the following:

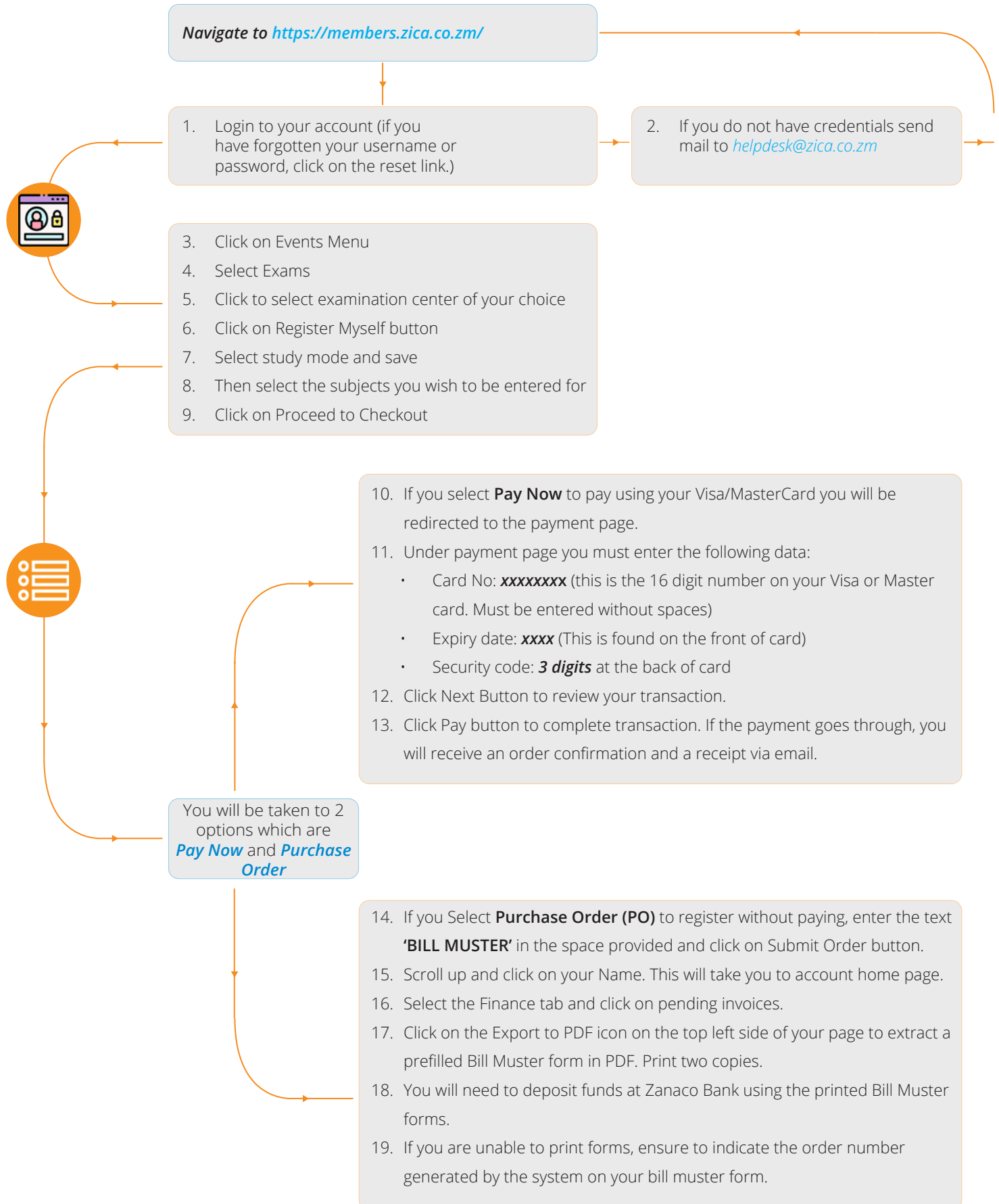
1. All students are required to register for the examinations online. **No student will be registered for examinations without registering online. Students should ensure that they upload a recent digital passport size photograph of themselves onto their ZICA student account. The digital photos must not be older than 24 months. No student will be allowed to take the March 2021 Examinations without producing an examination docket which should have a clear face picture of the candidate.**
2. Any registration for the Examination that will **remain unpaid by the due date** for Early bird (8<sup>th</sup> January 2021) for Normal Registration (5<sup>th</sup> February 2021), and late registration (10<sup>th</sup> February 2021) will automatically be cancelled and students will be required to re-register for the Examinations.
3. Online examination registration is unavailable to all students that are have not paid their 2021 subscription fees or owe the Institute any amount (e.g. exemptions and previous examinations).
4. Successful registration is available for verification immediately one completes the process. Verification of payment must be done 24 hours after online payment and 48 hours after bill muster payments are done. The window for verifying can be accessed through the EXAMS tab as indicated below:

[REGISTER for March 2021 Exams](#)

[VERIFY Exam Registration \(March 2021\)](#)

[WATCH our latest Exam Techniques Videos!!](#)

Follow the steps below for your examination registration;





### CA ZAMBIA PROGRAMME

15<sup>TH</sup> TO 19<sup>TH</sup> MARCH 2021

DATE	MORNING (09:00 - 12:00)	AFTERNOON (14:00 - 17:00)
Monday 15 <sup>th</sup> March	CA1.1 – Financial Accounting	CA1.5– Management Theory and Practice
	CA2.1 – Financial Reporting	
	CA3.1 – Advanced Financial Reporting	
Tuesday 16 <sup>th</sup> March	CA2.2– Management Accounting	CA1.3 – Business Economics
	CA3.5 – Advanced Management Accounting	
Wednesday 17 <sup>th</sup> March	CA1.2 – Business Statistics	CA1.6 – Business Communication
	CA3.3 – Strategic Business Analysis	
Thursday 18 <sup>th</sup> March	CA2.3 – Auditing Principles and Practice	CA2.4 - Taxation
	CA3.2 – Advanced Audit & Assurance	CA3.4 – Advanced Taxation
Friday 19 <sup>th</sup> March	CA2.5 –Financial Management	CA1.4 – Commercial and Corporate Law
	CA3.6 –Advanced Financial Management	CA3.7 – Public Sector Audits and Assurance
	CA3.8 – Public Sector Financial Management	

### DIPLOMA IN ACCOUNTANCY PROGRAMME

15<sup>TH</sup> TO 19<sup>TH</sup> MARCH 2021

DATE	MORNING (09:00 - 12:00)	AFTERNOON (14:00 - 17:00)
Monday 15 <sup>th</sup> March	DA1 - Financial Accounting	DA7 - Principles of Management
	DA8 - Financial Reporting	
Tuesday 16 <sup>th</sup> March	DA5 - Cost Accounting	DA3 - Business Economics
	DA9 - Management Accounting	
Wednesday 17 <sup>th</sup> March	DA2 - Quantitative Analysis	DA4 - Information Technology and Communication
Thursday 18 <sup>th</sup> March	DA11 - Principles of Auditing	DA10 - Taxation
Friday 19 <sup>th</sup> March		DA6 - Business Law
		DA12 - Governance and Corporate Law

## Contact Details

For any clarifications, you may contact the following:

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