

THE GOVERNMENT OF ZAMBIA
STATUTORY INSTRUMENT NO. OF 2020
The Mines and Minerals Development Act
(No.11 of 2015)

The Mines and Minerals Development (Local Content) Regulations, 2020

In EXERCISE of the powers contained in section 20 of the Mines and Minerals Development Act, the following Regulations are hereby made:

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Short Title	<p style="text-align: center;">PART I</p> <p style="text-align: center;">PRELIMINARY PROVISIONS</p> <p>1. These regulations may be cited as the Mines and Minerals Development (Local content) Regulations, 2020</p>
Application	<p>2. These Regulations shall apply to local content with respect to mining operations.</p>
<p>Interpretation</p> <p>Act No 11 of 2015</p> <p>Act No24 of 2010</p> <p>Act No. 9 of 2006</p> <p>Act No. 9 of 2006</p> <p>Act No. 9 of 2006</p>	<p>3. In these Regulations, unless the context otherwise requires-</p> <p>“Act” means the Mines and Minerals Development Act No. 11 of 2015;</p> <p>"Bid rigging" has the meaning assigned to the words in the Competition and Consumer Protection Act, 2010;</p> <p>“Unit” means the Local Content Unit established under Regulations 5</p> <p>"Cartelization" means a collection of businesses that act together as a single producer and agree to influence prices for certain goods and services by controlling supply through their production and marketing activities;</p> <p>“citizen empowered company” has the meaning assigned to the word in the Citizens Economic Empowerment Act, 2006;</p> <p>“citizen influenced company” has the meaning assigned to the word in the Citizens Economic Empowerment Act, 2006;</p> <p>“Citizen owned company” has the meaning assigned to the word in the Citizens Economic Empowerment Act, 2006;</p> <p>“Committee” means a Committee of the Local Content Unit established under Regulation 8;</p>

<p>Act No.11 of 2017</p>	<p>“Community Development Fund” means a fund established under regulation 24</p> <p>“Employee” means a person who undertakes work in an area covered by a mining right under a contract of employment or apprenticeship;</p> <p>"Front" means to deceive or behave in a particular manner to conceal the fact that a company is not an indigenous Zambian company;</p> <p>“local content” means the employment and development of local manpower, the procurement of locally manufactured goods and use of local services, the building of a competitive domestic supplier base, provision of benefits to communities and the transfer of technology and expertise to Zambians;</p> <p>“Gender inclusive” means creating an environment that ensures equity, and embraces, respects, accepts and values individual differences.</p> <p>“Gender Parity” means relative equality in terms of numbers and proportions of women and men recognizing their different needs and interests, and requiring a redistribution of power and resources;</p> <p>“Gender responsive” means any approach which consistently integrate gender considerations into the design, implementation, monitoring, evaluation and reporting of activities at all levels.</p> <p>“in-country spend" means the amount of money spent in relation to the mining industry;</p> <p>"Indigenous Zambian company" means a company incorporated under the Companies Act-</p> <ul style="list-style-type: none"> (a) That has at least fifty-one percent of its equity owned by a citizen of Zambia; and (b) That has Zambian citizens holding at least eighty percent of executive and senior management positions and one hundred percent of non- managerial and other positions;
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<p>Act No. 11 of 2015</p>	<p>“licensee” means a person who has been granted a license to undertake mining activities under the Act;</p> <p>“localization programme’ includes a procurement plan and means proposals or particulars with respect to the employment or recruitment of expatriate, employment and training of Zambian toward the eventual replacement of expatriate personnel by Zambian personnel and preference for local product as the context permit;</p> <p>“Mining operations” has the meaning assigned to the word in the Act;</p> <p>“mining industry value chain” means the processes involved in the mining industry which include but are not limited to exploration, development, production, refining, smelting, polishing and marketing of minerals;</p> <p>“Senior staff” means an employee of a holder of Minerals right or a mine support provider in the categories of executive management, senior and middle management;</p> <p>“Contractor” means a third party to whom a licensee has entered into a contract for the provision of services, works and goods;</p> <p>‘Social development” means a comprehensive plan focusing on enhancing the quality of life of the community surrounding a mining operation;</p> <p>“subcontractor” means a third party to whom a contractor has entered into a contract for the provision of services, works and goods;</p>
<p>Objectives</p>	<p>4. The objectives of these Regulations are to support Zambia’s industrialization and economic development by -</p> <p>(a) promoting the maximization of value-addition and job creation through the use of local expertise, goods and services, business and financing in the mining industry value chain in Zambia;</p> <p>(b) developing local capacities in the mining industry value chain through education, skills transfer and expertise</p>

<p>Powers of the Unit</p>	<p>(g) perform any other functions conferred on it by the Committee.</p> <p>(3) The Unit shall submit quarterly reports of its activities to the Committee.</p> <p>7. The Unit shall have the following powers</p> <ul style="list-style-type: none"> (a) Enter into a mining company and demand for the local content plan for the purpose of compliance (b) Enforce the local content plan developed by a licensee, contractor, or any other entity engaged in mining operations; (c) Recommend to the committee to cancel the license of the licensee who fails to comply with the local content plan; (d) Investigate any complaint relating to the procurement of products which are not locally manufactured; (e) Recommend to the committee for any action to be taken on the licensee who fails to comply with these regulations (f) Recommend to the Committee to commence legal proceedings against the licensee who fail to comply with these regulations; and (g) Assume other powers within the laws of Zambia as are necessary for the purpose of enforcing compliance of these regulations
<p>Establishment of Committee</p>	<p>8. (1) There is established a Committee for the Local Content Unit consisting of the following eleven part-time members appointed by the Minister-</p> <ul style="list-style-type: none"> a) the of Director Mining Cadastre; b) a representative of the Ministry of Commerce, Trade and Industry; c) a representative of the Ministry responsible for Labour and Social Security; d) a representative of the Zambia Association of Manufacturers; e) a representative of the Zambian Chamber of Mines; f) a representative of the Zambia Chamber of Commerce and Industry (ZACCI); g) a representative of the Engineering Institute of Zambia; h) a representative of the Ministry of Finance; i) a representative of the Ministry of Home Affairs (Immigration).

<p>Functions of the Committee</p>	<ul style="list-style-type: none"> j) a representative of the Association of Mine Suppliers and Contractors. k) A representative of the Zambia Private Sector Alliance <p>(2) The Permanent Secretary shall be the chairperson of the Committee</p> <p>9. (1) The functions of the Committee are to-</p> <ul style="list-style-type: none"> a) Provide strategic guidance and direction to the Local Content Unit; b) Provide oversight on the operations of the Unit and hold it accountable; c) Review the recommendations of the Unit and approve local content plans; d) Ensure the Unit is resourced to undertake its operations; e) Ensure integrity in the implementation of local content provisions; and f) Perform any other function of the Committee <p>(2) A person shall not be appointed as a member of the Committee if that person is-</p> <ul style="list-style-type: none"> a) not a citizen of Zambia; b) undischarged bankrupt; c) legally disqualified from performing the functions of a member; d) hold or is elected to hold political office; or e) Convicted of an offence under these regulations or any other written law and sentenced to imprisonment for a term exceeding six months without the option of a fine. <p>(3) Subject to the Constitution and sub regulation 2, the Minister shall ensure gender equality in appointing members of the Committee.</p>
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<p>Submission of Local Content Plan</p>	<p style="text-align: center;">PART III LOCAL CONTENT PLAN</p> <p>10. A licensee, contractor, or any other entity engaged in mining operations shall submit to the Unit-</p> <ul style="list-style-type: none"> a) a local content plan every five years as specified in the First Schedule; b) An annual local content plan intended to be implemented and progress made in respect of each year.
<p>Review of Local Content Plan</p>	<p>11. (1) The Unit shall within thirty days of the receipt of the local content plan submitted under regulation 10, assess the plan and inform the Committee in writing of its recommendation.</p> <p>(2) The Committee may for the purpose of assessing the local content plan-</p> <ul style="list-style-type: none"> a) provide a reasonable opportunity of being heard to stakeholders involved in the mining industry or likely to be affected by the decision; and b) take into account any representation made before submitting its decision to the Unit. <p>(3) The Committee shall, if satisfied that the plan meets the requirements of these Regulations, approve the local content plan.</p> <p>(4) Where the Committee determines not to approve the local content plan in whole or in part, it shall within seven days, notify the Unit in writing giving reasons for the rejection.</p> <p>(5) The Unit shall communicate to the applicant within fourteen days the decision made by the Committee.</p> <p>(6) Where the Committee rejects the local content plan the Unit shall recommend to the applicant, to revise the plan taking into account the recommendations made.</p> <p>(7) The applicant shall within fourteen days from the date of notification of the rejection of the plan submit the revised plan to the Unit.</p> <p>(8) Where the Unit fails to notify the applicant the approval or otherwise of the revised local content plan within sixty days, the revised plan shall be deemed to have been approved.</p>

<p>Purpose of local content plan</p>	<p>12. (1) The local content plan referred to under regulation 10 shall ensure that-</p> <ul style="list-style-type: none"> (a) first priority has been given to- <ul style="list-style-type: none"> (i) services provided by citizen owned companies; and (ii) mining inputs manufactured by citizen owned companies (b) qualified Zambians are given first priority for employment; (c) adequate provision is made for the training of Zambians on the job; (d) the following sub plans, specified under the First Schedule, shall form part of the local content plan- <ul style="list-style-type: none"> i. Employment and Training Sub-Plan; ii. Local procurement Sub Plan iii. Research and Development Sub-Plan iv. Technology Transfer Sub-Plan; v. Insurance Services Sub-Plan; vi. Legal Services Sub-Plan; vii. Financial Services Sub-Plan; viii. Social Development Sub Plan; and ix. Supplier Development Sub-Plan. <p>(2) A collective bargaining agreement entered into by a licensee, contractor, or any other entity engaged in mining operations in respect of the terms and conditions of employment of an association of employees shall be in accordance with the Employment Code Act, 2019.</p> <p>(3) These regulations shall not generally apply to holders of a small-scale mining license except where the Minister in consultation with the Committee deems that the level of mining operations warrant their application.</p>
<p>Act No 3 of 2019</p> <p>Bidding process</p>	<p>13. (1) A licensee, contractor, or any other entity engaged in mining operations shall establish and implement a bidding process for the acquisition of-</p> <ul style="list-style-type: none"> (i) services provided within the country; and (ii) mining goods manufactured in the country as approved by the Zambian Bureau of Standards, Weights and

<p>Basis of Bid Valuation</p>	<p>Measures Agency or by other internationally acceptable standards.</p> <p>14. A licensee, contractor, or any other entity engaged in mining operations shall submit the following documents for the scrutiny of the Committee-</p> <ul style="list-style-type: none"> (a) advertisements relating to expression of interest; (b) requests for proposals; (c) prequalification criteria; (d) technical bid documents; (e) technical evaluation criteria; and (f) any other information requested by the Committee to enable the Committee to determine that the local content requirements have been complied with. <p>15. (1) A licensee, contractor, or any other entity engaged in mining operations shall observe the following guidelines in the bidding process-</p> <ul style="list-style-type: none"> a) a contract shall not be awarded based solely on the principle of the lowest bidder; b) Where a citizen owned company has the capacity to execute a job, that citizen owned company shall not be disqualified exclusively on the basis that it is not the lowest financial bidder; c) Where the total value of the bid by a qualified citizen owned company does not exceed the lowest bid by more than ten percent, the contract shall be awarded to that citizen owned company; and d) Where during an evaluation of bids, the bids are adjudged to be equal, the bid containing the highest level of local content shall be selected. <p>(2) Where a non-citizen owned company is required to provide goods and services to a licensee or contractor engaged in mining operations, that non-citizen owned company shall –</p> <ul style="list-style-type: none"> (a) incorporate a company in Zambia and operate it from Zambia; and (b) provide the goods and services in a joint venture with a citizen owned company, where practicable.
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**PART IV
EMPLOYMENT AND TRAINING OF ZAMBIANS**

Prioritization of employment for citizens
Act No. 3 of 2019

Recruitment of expatriates and employment and training of
Zambians
Act No. 3 of 2019

16. Subject to section 14 of the Employment Code Act, a licensee, contractor, or any other entity engaged in mining operations shall give first priority of employment to **citizens of Zambia**.
17. (1) Subject to sections 60, 61, and 62 of the Employment Code Act, a licensee, contractor, or any other entity engaged in mining operations, an application for the recruitment of expatriates shall outline the –
- (a) recruitment plan of expatriates;
 - (b) employment and training plan of Zambians which shall include youth and gender representation;
 - (c) the positions to be filled by the expatriates; and
 - (d) the terms and conditions of the contract of service of the expatriates and the duration;
- (2) The application shall be submitted every after five years from the date the application is granted.
- (3) On the commencement of these Regulations, a licensee, contractor, or any other entity engaged in mining activities shall submit for approval, a programme for recruitment and training of Zambians which shall include –
- (a) the percentage of expatriate staff relative to the total number of **professional** staff to be maintained by a licensee, contractor, or any other entity engaged in mining activities shall be as follows-
 - (i) for the first three years from the commencement of mining operations, the percentage shall not exceed five percent;
 - (ii) After the third year of the commencement of mining operations, the percentage shall not exceed three percent; and
 - (iii) After the fifth year of the commencement of mining operations, the percentage shall not exceed one percent, the intent being to attain full Zambian participation.

	<p>(b) Despite paragraph a) above, an expatriate shall not be employed in the job categories specified in the Second Schedule</p> <p>(4) (a). A licensee, contractor or an entity engaged in mining operations who does not comply with these Regulations commits an offence and is liable to an administrative penalty of three hundred penalty point units and in addition the license shall be suspended, revoked or cancelled.</p> <p>(b) A licensee, contractor or an entity engaged in mining operations whose permit or license has been suspended, revoked or cancelled may appeal to the High Court.</p> <p>(5) The payment of the penalty shall not prejudice any other actions that may be taken against the person or the expatriate involved under any other law.</p> <p>(6) The Committee may recommend to the Labour Commissioner the employment of additional expatriates in exceptional circumstances-</p> <ul style="list-style-type: none">(a) Where specialised technology would be used;(b) Where a succession plan of Zambians would require a longer period than that specified in the first schedule;(c) where a special project including a new mine development, expansion or rehabilitation is to be undertaken, provided that the duration of the project does not exceed three years; and(d) Where Zambians are transferred to work as expatriates in the company's operations in other countries. <p>(7) The Committee shall in approving the application under sub regulation 1 require the applicant to-</p> <ul style="list-style-type: none">(a) advertise in the Newspaper of general circulation the position of the job, deemed not suitable or qualified for a Zambian to occupy;(b) Recruit from the database that shall be established by Professional bodies; and(c) submit any other information that is considered necessary.

PART V
PROCUREMENT OF LOCAL CONTENT GOODS AND SERVICES

Local Content
Procurement
Sub Plan

18. (1) A licensee, contractor or its sub-contractors, or any other entity engaged in mining operations shall procure goods and services with local content as provided in the First Schedule.
- (2) A licensee, contractor or its sub-contractors, or any other entity engaged in mining activities shall submit to the Unit for approval by the Committee, a local procurement plan in accordance with sub regulation 1.
- (3) The procurement plan referred to sub regulation 2 shall be submitted within three months of the commencement of these Regulations.
- (4) The procurement plan shall be valid for five years subject to be reviewed annually to take into account developments in the local content procurement lists.
- (5) The goods specified in the Third Schedule shall not be imported into the country unless they are not manufactured locally.
- (6) Notwithstanding sub regulation (5), where the goods are not locally manufactured, the Committee shall recommend to the Zambia Development Agency to provide incentives to facilitate their domestic manufacture.
- (7) The services specified in the Fourth Schedule, shall if not acquired through citizen owned companies, be sourced through joint venture agreement with citizen empowered companies whose Zambian shareholding shall not be less than forty percent
- (8) Notwithstanding sub regulation (7), the Committee shall recommend to the Zambia Development Agency to provide incentives to facilitate Zambian participation in the joint ventures.
- (9) The services appearing under the Sixth Schedule shall only be provided by Zambian individuals, firms, companies or consultants.

	<p>(c) Subject to fulfilling all relevant obligations a contractor, subcontractor, licensee or other allied entity engaged in a Supplier Development Support Programme shall be granted tax incentives by the Zambia Revenue Authority.</p> <p>21. A licensee, contractor or its sub-contractors, or any other entity engaged in mining operations shall submit a Supplier Development Report annually to the Committee stating the Supplier Development Programme activities being pursued and the current results in relation to the Supplier Development Sub-Plan.</p>
<p>Technology Transfer Sub-Plan</p> <p>Support for Technology Transfer</p>	<p style="text-align: center;">PART VI TECHNOLOGY TRANSFER PROGRAMMES</p> <p>22. A licensee, contractor or its sub-contractors, or any other entity engaged in mining operations shall submit a Technology Transfer Sub-Plan which shall include a programme of planned initiatives aimed at promoting the effective transfer of technologies from the holder to a citizen owned company.</p> <p>23. (1) A licensee, contractor or its sub-contractors, or any other entity engaged in mining operations shall facilitate technology transfer as regards the formation of joint ventures, partnering of licensing agreements between a citizen owned company or a Zambian citizen.</p> <p>(2) The Committee shall in consultation with relevant Government agencies provide fiscal incentives to assist:</p> <p>(a) foreign companies which aim to develop technological capacity and skills of citizens; and</p> <p>(b) Citizen owned companies which establish factories and production units in the country.</p> <p style="text-align: center;">PART VII Social Development Initiatives</p> <p>24. (1) A licensee, contractor or its sub-contractors, or any other entity engaged in mining operations shall submit a Social Development Sub-Plan which shall include a programme of planned initiatives within the area of its operations as specified in the First Schedule.</p>
<p>Social Development Sub Plan</p>	

<p>Approval of Offshore Insurance</p> <p>Operation of bank account in Zambia</p>	<p>30. (1) A person who seeks to obtain offshore insurance services relating to mining operations in the country shall obtain written approval of the Pensions and Insurance Authority.</p> <p>(2) Subject to sub regulation (1), the Pensions and Insurance Authority Insurance shall ensure that Zambian local capacity has been fully exhausted.</p> <p>31. (1) A licensee, contractor or its sub-contractors, or any other entity engaged in mining operations shall maintain a bank account with a Zambian bank and transact business through banks in the country.</p> <p>(2) For the purpose of these Regulations, "a Zambian bank" means a bank in Zambia which has been licensed by the Bank of Zambia.</p>
<p>Inclusion of gender and youth</p> <p>Reporting requirements</p> <p>Local Content Monitoring</p> <p>Penalty</p> <p>Establishment of guidelines and procedures by Ministry</p>	<p style="text-align: center;">PART IX GENERAL PROVISIONS</p> <p>32. Subject to the Constitution, a licensee, contractor and its sub-contractor, or any other entity engaged in mining operations shall ensure that gender and youth are represented in all local content plans under these regulations.</p> <p>33. A licensee, contractor or its sub-contractors, or any other entity engaged in mining operations shall within three months of the beginning of each financial year submit to the Unit an annual compliance local content report under these regulations and the Act.</p> <p>34. The Unit shall monitor and investigate activities of the licensee, contractor, or any other entity engaged in mining operations, for the purpose of ensuring compliance of these regulations.</p> <p>35. A person who submits a plan to the Unit knowingly to be false, commits an offence and is liable to an administrative penalty of three hundred penalty point units.</p> <p>36. The Committee shall in consultation with stakeholders periodically establish guidelines and procedures for the effective implementation of these Regulations</p>

<p>Investigations</p>	<p>37. (1) The Unit may for the purposes of enforcing these Regulations initiate an investigation into the licensee, contractor or its sub-contractors, or any other entity engaged in mining operations.</p> <p>(2) Without limiting sub regulation 1, the Unit may launch investigations to ensure that</p> <ul style="list-style-type: none"> (a) the Zambian company principle is not diluted by the operation of a front; (b) bid rigging and cartelization are avoided in the procurement process; or (c) compliance with the gender and youth inclusive provisions under this Regulations
<p>Offences and penalties</p>	<p>38.(1) A licensee, contractor or its sub-contractors, or any other entity engaged in mining operations who fails to comply with these Regulations commits an offence and is liable to an administrative penalty of three hundred penalty units.</p> <p>(2) A Zambian citizen who acts as a front or connives with a foreign citizen or company to deceive the Committee as representing a citizen owned company to achieve the local content requirement under these Regulations, commits an offence and is liable to an administrative three hundred penalty units.</p> <p>(3) Where the contravention continues after a time specified for remedying the contravention, the Unit shall expunge the name of the licensee, contractor or its subcontractor, from the Register or persons registered to undertake mining activities.</p> <p>(4) A penalty required to be paid under sub-regulations (1), (2) and (3) and which is not paid within the period specified in the notice shall be a debt owed to the Republic of Zambia and recoverable by the Unit through the Attorney General from a licensee, contractor and its sub-contractor, or any other entity engaged in Mining activities in the High Court for Zambia.</p>

Complaint to the Minister	<p>39. (1) A person aggrieved by the decision of the Committee in relation to the implementation of these Regulations may lodge a complaint with the Minister, within thirty days of receipt of the decision.</p> <p>(2) The Minister shall within fourteen days of receipt of the complaint respond to the person in writing</p> <p>(3). A person aggrieved with the decision of the Minister may appeal to the high Court within seven days of receipt of the decision.</p>
Transitional Provision	<p>40. Within three months after coming into operation of these Regulations, a licensee, contractor or its sub-contractors, or any other entity engaged in mining operations shall submit to the local content unit a local content plan.</p>
General Penalty	<p>41. A licensee, contractor or its sub-contractors, or any other entity engaged in mining operations who fails to comply with the provisions of these regulations where a penalty has not been provided commits an offence and is liable on conviction, to an administrative penalty of three hundred penalty point units.</p>
Offence by body corporate	<p>42. Where an offence under these Regulations is committed by a body corporate or an unincorporated body, every director or manager of the body corporate shall be liable, upon conviction, as if the director or manager had personally committed the offence, unless the director or manager proves to the satisfaction of the court that the act constituting the offence was done without the knowledge, consent or connivance of the director or manager or that the director or manager took reasonable steps to prevent the commission of the offence.</p>

**FIRST SCHEDULE
REGULATIONS 10 and 12**

SUBMISSION OF LOCAL CONTENT PLAN

PART ONE: COMPANY DETAILS

Registered Name of Company _____
 Company Registration Number _____
 Tax Identification Number (TPIN) _____
 Date of Incorporation _____
 Date of Commencement of Business _____
 Name(s) of Shareholder(s) of the company with Percentage Ownership

 Nature of Business (as stated on PACRA registration)

Office address and location

Postal Address _____
 Telephone # _____ Fax # _____
 Website address (if any) _____
 House/Plot Number _____
 Street Name _____
 Town/City _____ Region _____

Head of Entity (*This person should have the authority to endorse this document*)

Name _____
 Position _____
 Telephone # _____ Fax # _____
 E-mail address (if any) _____

Contact Person (*Person responsible for answering questions on data provided*)

Name _____
 Position _____
 Business address _____
 Telephone # _____ Fax # _____
 E-mail address (if any) _____

****All sections of the document should be duly completed and reasons provided for any omissions.***

PART TWO: LOCAL CONTENT PLAN

A. EMPLOYMENT SUB-PLAN

a. Employment Category (direct employment)

Employment Category	No. of Zambians (Male)	No. of Zambians (Female)	Total No. of Zambians	No. of Expatriates (Male)	No. of Expatriates (Female)	% of Expatriates
Executive Management						

Senior Management						
Middle Management						
Junior Management						
Technical Staff						
Other						
Total						

NOTE: The Local Content regulations require that a contractor, subcontractor, licensee or other allied entity should employ only Zambians in Middle and Junior Level Positions. Middle and Junior Positions for the purpose of the regulations includes foreman, supervisor, or any corresponding position designated as such.

b. Functional Distribution (direct employment)

Name of Department	No. of Zambians (Male)	No. of Zambians (Female)	Total no. of Zambians	No. of Expatriates (Male)	No. of Expatriate (Female)	Total no. of Expatriates

c. Employment Expenditure (direct employment)

Category	Total No.	Expenditure (USD)
Zambian		
Expatriate		
Total		

d. List of Third-Party Staff in the organization

Name	Position	Agency/Company	Nationality	Job Description (Responsibilities)	Required Expertise/skills	Gender

NOTE: Third party staff are staff that have been engaged by an organization from a third party and are working in the organization but are not on the organization's payroll.

Additionally, the company should provide the following information over the plan period:

- A forecast of hiring needs of the organization;
- A report on the anticipated skill shortage per the organization's human resource need;
- Terms and conditions of contract of service of expatriates and duration
- Proof that there was no qualified citizen for the position filled by an expatriate
- Organizational strategies to bridge skill shortages, this should include efforts to hire and train Zambian nationals;
- Annual compliance report using the employment statistics templates (employment category and functional distribution templates); and
- Any other relevant information under this sub plan should be attached as an appendix.

B. TRAINING SUB-PLAN

This is aimed at promoting education, practical attachments and training of Zambians in relation to the organization’s overall work programme and activities.

The following should be submitted:

- (a) Report on the efforts made and procedures adopted for the accelerated training of Zambian staff;
- (b) Training plan for all staff (this includes Zambians under succession and those that are not) using the template below:

Name of Employee	Position	Type of Training (Certification)	Details of Training	Duration	Training Outcomes	Cost (USD)	Remarks

NOTE:

- a) ‘Type of Training’ includes, secondment, internship, attachment, certification, academic, practical/hands on, etc. ‘
- b) ‘Details of training’ includes the specific training programme.
- c) Any other relevant information under this sub plan should be attached as an appendix.

SECTION B: SUCCESSION PLAN

The following should be submitted:

- a. A report on the organization’s succession/localization strategy;
- b. A succession plan for each expatriate using the Succession Plan Template as shown below:

Name		Position		Qualification (s) / Certification (s)		Years of Working Experience		Localisation Duration for Zambian Successor	Localisation		Remarks
Expatriate	Zambian successor	Expatriate	Zambian successor	Expatriate	Zambian successor	Expatriate	Zambian successor		Start Date	End Date	

- c. Specific training requirement of each Zambian successor using the Succession Training Plan Template as shown below:

Name of Expatriate	Name(s) of Zambian successor(s)	Skills Required	Training/Certifications to be undertaken	KPI	Remarks

- d. Any other relevant information under this sub plan should be attached as an appendix.

SECTION C: PROCUREMENT SUB-PLAN

Description of goods and services to be procured	% Subcontracts and name of firm	Estimated starting date	Likely source of supply	How will citizen owned companies participate

Where contractors, sub-contractors and other suppliers have already been identified, please provide the following:

Business name	Business ownership and location	Estimated value of contract or subcontract	Source of supply	Justification for selection rather than going to market

SECTION D: RESEARCH AND DEVELOPMENT SUB-PLAN

The research and development Sub Plan should be in accordance with the **Guidelines** published by the Committee under Regulation 19

The Plan should include but not limited to the following:

- (a) The type of project or research to be undertaken outlining the objectives of the programme;
- (b) Expected expenditure and indicating total spend to be incurred in-country;
- (c) Implementation strategy and timelines for commencement and completion;
- (d) Collaboration with Zambian institutions indicating total spend by type of activity

SECTION E: TECHNOLOGY TRANSFER PROGRAMME

The Plan shall be in alignment with the National Policy on Science and Technology.

The Plan shall include but not limited to:

- (a) Initiatives or programmes to be pursued;
- (b) Implementation strategy and timelines;
- (c) Expenditure to be incurred.
- (d) In the case of a Joint Venture (JV) company
 - i. The roles and responsibilities of the foreign and local partner in the JV;
 - ii. Strategy for the transfer of technology and skills to the indigenous Zambian company; and

NOTE: The Zambian Company in the JV company in submitting its Annual Local Content Plan should outline the skills and know-how obtained from the JV post incorporation.

SECTION F: INSURANCE AND REINSURANCE SERVICES SUB-PLAN

Name of Insurance Service Provider	
Office Location of Insurance Service Provider	
Asset Insured	
Sum Insured	
Type of Insurance Cover	
Insurance Broker	
Name of Reinsurance Service Provider	
Asset Re-insured	
Sum Reinsured	
Reason for Omission and explanation	

NOTE; Offshore insurance services should be included

SECTION F: LEGAL SERVICES SUB-PLAN

Name of Legal Practitioner/Firm		
Date of Engagement		
Location		
Legal Services and expenditure for past 6 months		
Legal services budget for subsequent year	ZMW	US \$
Comprehensive report of Legal Services Required		

SECTION G: FINANCIAL SERVICES SUB-PLAN

Name of Financial Institution			
Account Number			
Branch			
Date of Engagement			
Financial Services (to be) Obtained	Past 6 months	Projection of next 6 months	
Financial Expenditure	Past 6 Months	Projection for Next 6 Months	
	ZMW.....	ZMW.....	
	US \$.....	US \$.....	
List of Financial Services	Financial services for past 6 months	Nature of work	Expenditure
			ZMW..... US \$.....
Name of Foreign financial institution where applicable			
Date of Engagement			
Financial Expenditure			

SECTION H: SOCIAL DEVELOPMENT SUB-PLAN

Category	Project Description	Budget		Details of Project Partner
		US \$	ZMW	
Education and Training				
Enterprise development				
Service delivery				
Infrastructure development				
Local employment				
Contribution to Community Development Fund				

NOTE: Community Development Fund refers specifically to a fund established to improve the livelihoods of communities around mining operations.

Second Schedule

(Regulation 16 (3)(b))

- (a) All non-technical services and non-engineering roles irrespective of the level or grade including but limited to the following areas and as may be published by the Ministry:
 - (i) Human Resource and related roles
 - (ii) Finance and Accounting and related roles
 - (iii) Communication, Community Relations or Sustainability and related roles
 - (iv) Legal and Compliance and related roles
 - (v) Corporate Affairs and related roles
 - (vi) All roles below the grade of supervisor

- (b) All entry level and junior supervisory technical jobs

Third Schedule
(Regulation 18 (5))

CORE GOODS

<p>Metallic Goods</p> <p>Rock drills, drill bits and drill steels Railway turnouts and accessories, Forged roof bolts and nuts Mild steel and high tensile nuts and bolts Wire bars, wire and nails Iron and steel intermediate products, (sponge iron, steel alloys, plate and sheet) Pump impellers, pump housing, Slippers for cages, bronze bushes, skip shoes, brake shoes, crane wheels, couplings and nozzles. Crusher wear plates, feeder wear plates, mill liners High chrome, low chrome and forged mill balls Mill chutes, tanks and steel pipes</p>	<p>Chemicals and consumables</p> <p>Lime Ferrosilicon Activated carbon Ammonia Ammonium nitrate explosives Cement Coal Soda ash Sodium silicate Caustic soda Sodium hydrosulphide Sulphuric acid Hydrochloric acid Nitric acid Refractory bricks and mortar Fuels, oils and lubricants</p>
<p>Electrical goods</p> <p>Carbon brushes Electrical switch boxes Low and medium voltage transformers Low and medium voltage electric cables Copper rod, copper shapes and bus bars Aluminium conductors Enamel wire Electric motors Low and high tension ceramic insulators</p>	<p>Assembled Goods</p> <p>Underground flat cars, vehicles for moving explosives. Jack hammers Drive shaft, gears and nuts and bolts Centrifugal pumps Bearing housings, Conveyor belt idlers Ball and gate valves</p>

Fourth Schedule
(Regulation 18 (7))

CORE SERVICES

Drilling services
Mine development services
Shaft sinking and lining
Metal fabrication
Machining services
Engineering maintenance
Geological services
Pollution control
Waste water treatment and disposals services

Fifth Schedule
(Regulation 18 (3))

Research and Development relating to in-Country Services

Engineering studies, reservoir facilities, drilling etc.

Geological and geophysical services

Safety and environmental studies

Local materials substitution studies

Sampling and chemical analysis

Geotechnical studies

Mine planning

Mineral processing studies

Metallurgical studies

Sixth Schedule

(Regulation 18 (9))

Non-core goods and services reserved for Zambian firms

Non-Core Goods	Non-Core Services
Stationary Business cards and name Cleaning materials and toiletries Safety wear and uniforms Medicines Food supplies Office equipment Catering equipment	Accommodation and camp management services Catering services Haulage of ores, concentrates and refined metals Haulage of fuel, consumables and personnel Freight forwarding, logistics management, warehousing and storage services Security services Gardening services Cleaning and laundry services Medical services Painting, disinfection and fumigation services Rubbish collection, emptying of sewages, plumbing and other sanitary services Physical training, gym and swimming services Local security and patrol services Provision of local health education services Provision of minor maintenance services including plumbing and electrical fittings Freight forwarding, logistic management services Supply base, warehouse, and storage services Bulk transportation services Safety, protection, security, firefighting system services Information systems, information technology and communication services

Hon. Richard Musukwa, M. P.

MINISTER OF MINES AND MINERALS DEVELOPMENT

Date of Gazette notification:

Entry into Force.....