

If correspondence should be
addressed to the PLGO
Tel : 07-221620
Fax : 07-221620



MLGRD/WP/4/7/156

In Reply please quote:
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REPUBLIC OF ZAMBIA
**MINISTRY OF LOCAL GOVERNMENT AND
RURAL DEVELOPMENT**

**OFFICE OF THE PROVINCIAL LOCAL GOVERNMENT OFFICER
WESTERN PROVINCE
P. O. BOX 910105
MONGU**

25th January, 2024

The Council Secretary
Sioma Town Council
SIOMA

**CONVEYANCE OF NOTIFICATION OF APPROVAL FOR COMMUNITY PROJECTS
UNDER SIOMA CONSTITUENCY IN SIOMA LOCAL AUTHORITY**

Reference is made to your letter dated **23rd January, 2024** in which you submitted a request for **Community Projects** under **Sioma Constituency** for Ministerial Approval in accordance with Section **4 (c)** of the Constituency Development Funds Act No. **11** of **2018**.

Be informed that the Hon. Minister of Local Government and Rural Development has approved your request as per attached Notification of approval. Therefore, you are advised to notify the Constituency Development Fund Committee (**CDFC**) on the approval.

Be guided accordingly.

Nixon Nkwapu
Provincial Local Government Officer
WESTERN PROVINCE

- Cc: The Hon. Minister of Local Government and Rural Development-**LUSAKA**
- Cc: The Hon. Provincial Minister – Western Province- **MONGU**
- Cc: Hon. Member of Parliament, Sioma Constituency, National Assembly Office - **SIOMA**
- Cc: The Permanent Secretary (A), Ministry of Local Government and Rural Development-**LUSAKA**
- Cc: The Permanent Secretary (TS), Ministry of Local Government and Rural Development-**LUSAKA**
- Cc: The Permanent Secretary, Provincial Administration, Western Province - **MONGU**

THE CONSTITUENCY DEVELOPMENT FUND ACT NO.11 of 2018

NOTIFICATION OF APPROVAL/REFUSAL OF CONSTITUENCY DEVELOPMENT FUND

To: The Council Secretary

Sioma Town Council

P.O. BOX 920085

SIOMA

Your submission seeking approval of Community Projects under Sioma Constituency in Sioma District dated 23rd January, 2024 and received on 25th January, 2024, herein, contained the following: -

	No.	Amount
(i) Community Projects (2024).....	07.....	K16,586,000.00

has been Approved by the Hon. Minister of Local Government and Rural Development subject, pursuant to Gazette Notice NO. 1683, subject to the following conditions:

- (i) All payments to recipients should be made only through the Banking System to the beneficiary accounts.
- (ii) Ensure a monitoring and evaluation program is formulated for follow up to ensure timely decisions are made.
- (iii) Submit quarterly projects implementation reports to the Ministry and share these with the Hon. Member of Parliament, beneficiaries and other stakeholders.
- (iv) Expedite and increase sensitization on CDF to ensure increased up take of the fund

Date: 25 JAN 2024

Signed: 

NIXON NKWAPU
PROVINCIAL LOCAL GOVERNMENT OFFICER
WESTERN PROVINCE

c.c. The Member of Parliament, Sioma Constituency, National Assembly Office - SIOMA

KEY REFERENCE

1. In the case of variations to the projects, Authority must be sought from the Ministry in line with section 16 of the Constituency Development Fund Act No. 11 of 2018.
2. The local authority shall only disburse funds from the Constituency account based on projects approved by the Minister.
3. Collaborate with appropriate line Government departments and other stakeholders regarding the disbursement of the funds in line with PART IV section 21 of the CDF Act No. 11 of 2018.
4. All procurements shall be subject to the Public Procurement Act No. 8 of 2020.
5. Management and disbursement of funds shall be in subject to the Public Finance Management Act No. 1 of 2018.

CONSTITUENCY DEVELOPMENT FUND APPROVAL CHECKLIST

Date : 25th January, 2024

District: Sioma

Constituency: Sioma

Name of Officer: Pumulo Kalaluka

Checked by: NIXON NKWAPU

NO.	COMPONENT	CHECK LIST/ GUIDING PRINCIPLE	TICK	COMMENT
1	COMMUNITY PROJECT	Conveyance letter signed by responsible officer	✓	Signed
2		Minutes of the CDFC signed by chairperson and secretary and attached schedules or lists of learners signed on each page	✓	Signed by the Chair
3		The quorum was met by members in attendance during the CDFC meeting. Resolutions provide guidance on the recommendations made	✓	Met
4		Attached tabular schedule with:	✓	Indicated
		• Name of projects	✓	Indicated
		• Sector of Project	✓	Indicated
		• Type of Project	✓	Indicated
		• Proposed Date of Commencement	✓	Indicated
		• Designated ward for implementation and location	✓	Indicated
		• Summaries of BOQs	✓	Indicated
5	Number of proposals recommended or proposed for funding	✓	07	
6	Number of projects or proposals rejected	✓	Nil	
7	Amount allocated to proposals or projects	✓	16,586,000.00	
8	Duration of project	✓	Indicated	
9	Proof of appraisal by the Technical appraisal committee (minutes signed on each page).	✓	Signed	

Recommendation: **APPROVED**

Signature: _____

