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The Fourth Annual Report of the Legal Resources Foundation

Year ended 30th June 1988

The Legal Resources Foundation is a charitable and educational Trust
established in 1984 to promote the development of
Legal Resources in Zimbabwe

Trustees of the Legal Resources Foundation

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Mrs S.R.N. Dangarembga
Mr D. Coltart
Honourable Mr Justice E. Dumbutshena, Chief Justice
Honourable Mr Justice A. Ebrahim
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Mrs G.M.H. Lupepe
Mr P. Machaya
Mrs J. May
Bishop P. Mutume
Mrs M.E. Ndlovu
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Contents	Page
1. Report of the Trustees of the Legal Resources Foundation for the year ended 30 June 1988	3-5
2. Report by the Director of the Bulawayo Legal Projects Centre for the year ended 30 June 1988	6-13
3. Report by the Director of the Harare Legal Projects Centre for the year ended 30 June 1988	14-19
4. Legal Resources Foundation: Financial Statements for the year ended 30 June 1987	20-24
5. Bulawayo Legal Projects Centre: Financial Statements for the year ended 30 June 1988	25-28
6. Harare Legal Projects Centre: Financial Statements for the year ended 30 June 1988	29-32

Report of the Trustees of the Legal Resources Foundation for the year ended 30 June 1988

Introduction

During the course of the year the Foundation has continued to direct and finance the operations of the Bulawayo and Harare Legal Projects Centres, its two operative arms. The services provided by the two Centres are described in detail by the respective Directors in their Reports. The over-riding concern of the Legal Resources Foundation is to promote the development of legal resources in Zimbabwe through two thrusts. These are the direct services to the public, which aim to improve knowledge of legal rights and remedies and secondly to provide better access to legal services, in the hope of improving the quality and reach of the existing legal services. We include our public legal education and paralegal schemes under the first thrust and our training, resources (e.g. libraries) and publications under the second.

We would like to congratulate the Bulawayo Centre on having completed its first full year of operation under the competent directorship of Mr D. Coltart. The expansion of the activities of the Bulawayo Centre has exceeded our expectations in this period. The Harare Centre has continued to carry out its various projects and it too has expanded, particularly in the area of legal publications and legal education.

Two new trustees joined our ranks namely Mrs G N H Lupepe, Public Relations Officer of the National Railways of Zimbabwe and Mrs M E Ndlovu, Senior Lecturer in Education at the Hillside Teachers' College. Both ladies are from Bulawayo. We welcome them to our Board and value the expertise which both of them have brought to our deliberations. At the Second Annual General Meeting held in September 1987 certain trustees were required to retire but were eligible for re-election and indeed were re-appointed. They were Professor R H F Austin, Mr Justice E Dumbutshena, Mr Justice A Ebrahim, Professor W Kamba and Mrs E M Sawyer. Two Trustees' Meetings are held per year and in between meetings trustees are updated on the activities in the two Centres and consulted on issues when the need arises.

Management

The duties of the Executive Trustee of the Foundation continued to be carried out by Mrs E M Sawyer, Projects Co-ordinator of the Harare Centre with the Directors of the Bulawayo and Harare Centres, namely Messrs D Coltart and G Feltoe as a triumvirate. They held regular meetings mostly in Harare but occasionally in Bulawayo.

Mr Feltoe, who had originally agreed to act as Director of the Harare Centre for a one year period, resigned from this position in April 1988 but continues to remain a very active trustee making a significant contribution particularly to the Legal Publications Unit of the Foundation. Trustees would like to thank Mr Feltoe for his sterling work during his term of office as Director of HLPC. A Sub-Committee of trustees decided to appoint Mr W Manase as Acting Director of the Harare Centre for a one year probationary period to enable him to acquire the skills necessary for the appointment to be made substantive. Mr Manase has been with the Harare Centre since its inception in July 1985 and is mainly involved with the lecture programme for Cooperatives. During the period of Mr Manase's probation, Mr Coltart has been appointed National Director (Legal Policy). Mrs Sawyer has been re-designated as National Director (Administration) with particular responsibility to liaise with trustees and conduct the day-to-day affairs of the Foundation. At the Harare Centre, Ms O'Meara was appointed Co-ordinator of Public Legal Education.

Funding

Support from international donors continues and has in fact increased, in that two new funders have been added this year to an already impressive list. Without the assistance of international funders, the Foundation would not be able to operate. We are gratified that one of our main funders continues to be "very impressed by the LRF's industriousness and sense of purpose". While we are conscious that we should strive to seek funding from local sources and indeed investigate our own income generating capacity, the Foundation provides an important service to the community at large and is limited in the extent to which it can generate its own funds. A modest income can be raised from the sale of publications, but we feel that monies raised in this way would best be used to finance and subsidize other publications for the use of young legal practitioners, students and less advantaged members of our community. The Ford Foundation, which was our original funder, agreed to provide continued financial assistance for infrastructural expenditure for a two year period from September 1987.

NOVIB not only financed the implementation of the Pilot Paralegal Scheme in Seke but provided bridging finance over the period of the Evaluation and in the subsequent months when we were considering the recommendations of the Evaluation Report. It also gave a grant to the Bulawayo Centre to enable it to commence its operations, while the Joseph Rowntree Charitable Trust has provided assistance to the Bulawayo Centre for the Paralegal Programme. The unsolicited grant from CIDA (Canadian International Development Agency) which was received towards the end of the previous financial year, was designed to provide assistance in some aspects of the Paralegal Expansion Programme. One of the new donors, the Friedrich Naumann Foundation, agreed to fund the production of pamphlets under the Legal Education Programme.

A grant from The Nuffield Foundation, the second new donor, together with the existing grant from the U.S. Human Rights Fund made a substantial improvement in the capacity of the Legal Publications Unit to expand its activities. The Human Rights Fund also assisted the Bulawayo Centre with equipment and library acquisitions, as did the British Overseas Development Administration and the British Council. The Friedrich Ebert Stiftung continued to support the Legal Education Programme for Cooperatives and the Australian High Commission contributed to the publication of the Specimen Indictment Book and the Legal Forum particularly. We are deeply appreciative to all these funders.

Again this year the Department of Social Welfare made a contribution towards salaries of professional staff of both the Bulawayo and Harare Centres. This concrete recognition of the services provided by our Foundation is very much appreciated. In both Centres the Municipalities gave a Grant-in-Aid and this again is an indication of recognition which we value. The voluntary assistance which we receive from the profession and other quarters, if quantified, would be substantial and we value this too. An unsolicited donation from the Zimbabwe Welfare and Charitable Organisations Trust was a very welcome addition to locally acquired funding.

Membership

We embarked on a membership drive within the members of the legal profession in February 1988, at the same time enquiring whether potential members would be prepared to assist with the work being carried out by either of the Centres. The response to the invitation has been slower than we had hoped, even though positive; however we feel that the free use of the libraries which is being offered to members will be an inducement to membership.

We are grateful to those practices which have agreed to join, many of them having paid a membership fee far in excess of the figure that we had requested and we are equally grateful for the offers of assistance which we have received from all members.

International Contacts

Arising from the recommendations made by the then Chief Commissioner for the Canadian Human Rights Commission, Mr R G L Fairweather, who had visited the Foundation in April 1987, two of the trustees, Mrs Sawyer and Mr Coltart, were invited to attend the University of Ottawa Human Rights Research and Education Centre Summer College in August 1987. Their broader brief was to initiate discussion with and visit Canadian agencies with which an institutional programme could be established with the LRF, through CIDA funding. Mrs Sawyer, who spent an additional two weeks in Canada, visited many such institutions.

An important visitor to the Foundation during the course of the year was Mr Justice Marcus Einfeld, President of the Australian Human Rights and Equal Opportunity Commission, whose interest in encouraging Australian lawyers to get involved in assistance to the legal profession in Third World countries was engendered by correspondence between the LRF and the Australian Council for Overseas Aid.

Our Foundation continues to set store by the importance of international networking and this is an on-going process, to which we contribute and from which we learn.

Conclusion

We would like to congratulate the directors and staff of the Centres for the outstanding work which they have achieved during the course of this year. Detail of the projects which the Centres have undertaken is set out under the Directors' Reports. There are areas into which we are being asked to expand which we cannot entertain at this time due to limited resources. We do not believe that we should dissipate our energies and run the risk of carrying out our programmes ineffectively. We do believe however that very much more can and should be done to assist the people of Zimbabwe in obtaining meaningful access to legal resources in this country. And we are proud of the positive contribution which we believe this Foundation is making towards the achievement of this objective.

The Trustees
23 September 1988

Report by the Director of the Bulawayo Legal Projects Centre for the year ended 30 June 1988

Introduction

On 24th February 1988 the Bulawayo Legal Projects Centre celebrated its first anniversary and, looking back on the year ended 30th June 1988, I am pleased to report that useful progress has been made in furthering the objectives of the Centre. It is pertinent to recall the original objectives of the Centre, which were to:

1. establish and expand a network of advice centres, initially in Bulawayo and thereafter into the rural areas of Matabeleland and, in conjunction with this, to establish a Test Case Programme;
2. to establish a law library at the Bulawayo Legal Projects Centre, for use in the Advice Centre Programme, the Test Case Programme, by members of the profession, the judiciary and students;
3. to conduct a Public Legal Education Programme in conjunction with the Harare Legal Projects Centre and the Advice Centre Programme;
4. to initiate a Lecture and Seminar Programme on aspects of Zimbabwean law for law enforcement agencies and the legal profession.

I propose to report separately on each of our initial objectives.

1. Advice Centre Programme/Test Case Programme

Mr Stevens Nkiwane joined us at the beginning of September 1987 with the mandate to head up the Advice Centre/Test Case Programme and the programme has made remarkable progress in a very short period of time. There are now four Advice Centres operational in Bulawayo.

City Legal Advice Centre/Legal Aid Clinic

The Legal Aid Clinic which started operating from the Projects Centre's offices on 3rd March 1987 has undergone a transformation in that it has now become one of our advice centres, albeit run along slightly different lines to the other three suburban centres. Ms C Nyathi was appointed secretary of the Bulawayo Legal Projects Centre in October 1987, with the additional mandate to run the City Advice Centre. She has been trained as a paralegal worker. The City Advice Centre operates a lunch time clinic which is manned by 27 legal practitioners in private practice who have volunteered their time. Initially it was envisaged that the lunch time clinic would stop operating but, because of the success of the operation and, I am pleased to report, the unwavering support of the profession, it has been decided to continue the clinic indefinitely. I must stress that every private firm of legal practitioners is represented at the clinic by at least one of its lawyers and I would like to pay tribute to the profession in Bulawayo for their outstanding support to this aspect of the programme. The attached statistics (Annexures 'A' and 'B') speak for themselves.

Suburban Legal Advice Centres

During October and November 1987 Mr Nkiwane conducted various surveys in the high density suburbs of Bulawayo with the intention of locating three advice centres and suitable paralegal workers to run the centres. By the end of December 1987 he had completed his surveys and chose Mr Theo Sihwa, a retired court interpreter, Mrs Lilian Bepe, whose husband is a priest, and Mr Paul Chizuze, a Roman Catholic catechist, to run advice centres at Luveve, Sizinda and Mugwegwe respectively.

The first paralegal training course, attended by the above-mentioned paralegal workers and Ms Nyathi, was held from 8th to 27th January 1988.

The four participants were trained by Mr B Greenland and Mr S Nkiwane, with the assistance of guest lecturers from legal firms and Government departments. Visits to places of interest, such as the Community Court, High Court and Consumer Council offices, were also arranged. Certificates were presented to the paralegals on completion of the course by the Honourable Mr Justice S Muchechetere, at a graduation ceremony held on 27th January 1988.

The three additional suburban legal advice centres were formally opened on 1st February 1988 and each centre opens for one morning or afternoon per week. Mr Nkiwane monitors the advice centres closely to ensure that referrals are correctly made and paperwork kept up to date. He has also concentrated on a publicity drive which has been fairly successful but which has been hampered by a lack of mobility, for Mr Nkiwane has had to rely on public transport to get to the advice centres and to meetings to speak about the paralegal programme and this has proved time-consuming and inconvenient. I am satisfied, however, that the advice centres are running smoothly and monthly report-back meetings are held at the Projects Centre, attended by the paralegal workers.

The attached statistics (Annexures 'C' and 'D') which relate to all consultants seen by all three suburban legal advice centres, indicate a fairly wide range of legal issues being dealt with by the suburban legal advice centres.

Rural Legal Advice Centres

By the beginning of June 1988 we were satisfied that the suburban legal advice centres were running smoothly enough for us to embark on our expansion plans to the rural areas. Unfortunately I have to report that, despite approaches being made to various donor agencies and governments, the Bulawayo Legal Projects Centre has been unable to secure funding to date for the procurement of a suitable motor vehicle and this has effectively grounded our plans to expand into the rural areas. It is hoped that in the 1988/89 year funds will be forthcoming so that the programme can be extended into the rural areas.

Test Case Committee

The Test Case Committee has been established and comprises the following people:

Mr Douglas Campbell (Chairman), ex-Secretary of the Law Society of Zimbabwe and the Senior Managing Partner at Messrs Calderwood, Bryce-Hendrie and Partners, Bulawayo. (Mr Campbell was nominated by the Bulawayo Legal Practitioners Association to be their representative);

Mr Ozias Mkosana, Co-operative Development Officer with the Bulawayo Municipality and a Priest in the Anglican Church;

Mr Mordecai Mahlangu, a Partner at Messrs Lazarus and Sarif, Member of the Bulawayo Legal Projects Centre, Counsellor of the Law Society of Zimbabwe;

Myself.

I am also pleased to report that several Bulawayo legal firms have indicated their willingness to take on test cases *pro amico*. As yet, no suitable cases have come to our attention through the advice centres. Whilst it is certainly not our intention to concentrate on human rights cases alone, I should stress that part of the reason why no suitable cases have come to our attention is because of the greatly improved human rights scenario in Matabeleland and in this regard I should like to congratulate Government and both ZANU(PF) and PF ZAPU on the successful unity talks and the subsequent amnesty. I should also stress that both the Police and the

Central Intelligence Organisation have given us every support in the establishment of the Advice Centre/Test Case Programme.

Practising Certificates for Projects Centre Lawyers

From the Harare Legal Projects Centre Director's Report you will note that our Harare lawyers have participated in *pro deo* cases. It is our intention that the Bulawayo Legal Projects Centre lawyers will also participate in *pro deo* cases as part of the Test Case Programme. We have, however, been hampered in this regard in view of the fact that neither of our full-time lawyers have undergone the required pupillage in terms of the Legal Practitioners Regulations. In this regard I have to report that in the year under review I have made representations to both the Law Society of Zimbabwe, through its Secretary Mr Barry Brighton, and the Ministry of Justice, with a view to having the Regulations amended to allow our lawyers to act in certain cases and to allow their time spent with the Projects Centres to be counted as experience in terms of the Regulations. I am pleased to advise that my representations have been met with a sympathetic response and, at the time of writing, negotiations continue.

2. Law Library

With the acquisition of complete sets of South African Law Reports, Zimbabwe Law Reports, South African and British legal texts, the library is now one of the best law libraries in Bulawayo and is well used by judges, magistrates, legal practitioners and students. In the year under review specific thanks must be given to the U.S. Human Rights Fund for its generous grant of some US\$16 000 for the purchase of books and Messrs Webb Low and Barry, Legal Practitioners, of Bulawayo, who donated a set of All England Law Reports for the period 1933 to 1961 (the British Council has indicated that it will complete the set from 1962 until 1987).

I am also pleased to report that in the course of the year I have had useful discussions with members of the *de facto* Bar in Harare and with members of the profession in Bulawayo towards using the Bulawayo Legal Projects Centre's library as the nucleus of a new *de facto* Bar in Bulawayo. It is hoped that these discussions will bear fruit in the forthcoming year.

Work has continued on the collation of a complete set of Zimbabwe cyclostyled law reports and in this regard my thanks go to Mr Majahana, the Librarian of the High Court of Zimbabwe at Bulawayo, whose assistance has been invaluable.

3. Public Legal Education Programme

The Bulawayo Legal Projects Centre has assisted the Harare Legal Projects Centre in the translation of various pamphlets into Ndebele. In this regard I would like to express my gratitude to Mr Josephat Tshuma of Messrs Webb, Low and Barry, Bulawayo, who has done an excellent job in translation.

Pamphlets produced by the Publications Unit of the Legal Resources Foundation have been distributed in Bulawayo, mainly through the advice centres. Mr Nkiwane has also spoken to the pamphlets at his many meetings, held to publicise the work of the advice centres in Bulawayo.

4. Law Enforcement Agencies/Legal Profession Lecture and Seminar Programme

Mr B Greenland was employed in a part time capacity on 1st July 1987 to commence research for the proposed Lecture Programme. In July he was ably assisted by Mr Brian Ganson and Mr George Canellos, our American interns, from Harvard and Columbia Universities respectively. The legal profession also gave Mr Greenland considerable support in his initial

research. Mr Greenland has now completed detailed research for five lectures covering Bail; Arrest; Entry, Search and Seizure; Detention; and Confessions, Statements, Admissions, Confirmation and Interrogations. We are indebted to Mr Intikab Esat of Messrs Calderwood, Bryce-Hendrie and Partners, who considered the draft lectures prepared by Mr Greenland and has given very useful recommendations for their refinement. Mr Greenland is at present working on the final draft of the lectures.

In December 1987 the Ministry of Home Affairs lent its whole-hearted support to the programme and we are indebted to them for their encouragement in this regard. It has been agreed that the lectures will initially be given to Zimbabwe Republic Police Liaison Officers at various centres throughout the country. The Ministry's one request was that the Lecture Programme be extended to policemen throughout the country and it is anticipated that, because of this request, the programme will become a national project in due course.

Members

At the first Annual General Meeting of the Bulawayo Legal Projects Centre, held on 18th September 1987, the Honourable Mr Justice S Muchechetere, Mr Paddington Garwe (a Regional Court Magistrate), Mr Mordecai Mahlangu and Mr Intikab Esat were elected members of the Centre.

Internship Programme

As indicated above, in July 1987 Mr Brian Ganson and Mr George Canellos of Harvard and Columbia Universities respectively spent two weeks with us.

International Contacts

The Bulawayo Legal Projects Centre has attracted a wide range of international visitors in the year under review. These visitors have included His Excellency the British High Commissioner to Zimbabwe, Mr Ramsay Melhuish, Ms Adair Heuchan and Mr Hunter McGill of CIDA, Mr Paul Meijs and Ms Ruvimbo Mujeni of NOVIB, Ms Diana Morris of The Ford Foundation and Ms Helen Weinland of the Zimbabwe Desk of the American State Department.

In January I attended the Cape Town office of the South African Legal Resources Centre and spent two days with one of their lawyers, Mr Matthew Walton, who is representing the KTC Squatters in their case against the South African Government. Much valuable information was obtained regarding the administration of the Cape Town office, how their advice centre network operates and which legal texts they find the most useful in conducting public interest law cases.

Mr Nkiwane spent a week in Lusaka attending the Second Southern and Central African Regional Conference, with Ms A Tsanga of the Harare Legal Projects Centre. This was organised by NOVIB for its partners.

Office Accommodation

I must place on record my sincere thanks to the Anglo American Corporation, which has given us the equivalent of another two offices rent free and has extended our rent free lease for the entire premises until 31st July 1989. As we operate on a very limited budget and, as a result, cannot afford alternative office accommodation at this stage we are indeed greatly indebted to the Anglo American Corporation.

It is, however, imperative that we find alternative accommodation in the new financial year. With the expansion of the library and the taking on of additional staff we are at bursting point in our present accommodation.

Staff

Our staff has now, with Mr T Moyo taking up employment as Office Messenger in April 1988, increased to four full-time with Mr Greenland being employed part time until the end of June 1988 (he joins us in a full time capacity with effect from 1st July 1988).

Whilst I was away in January Mr I Esat stood in as acting Director and I would like to thank him for this and for his unfailing support for the work of the Centre in general. Thanks are also due to Mr J Blewett, our accountant, and Mr B Potts who has helped us get our computers running smoothly.

Last but by no means least I would like to thank Ms R Hendry, our administrator and Jack-of-all-trades; the Projects Centre has come a long way in a relatively short period of time and this would not have been possible without her dedication and efficiency.

Conclusion

The achievements of the Bulawayo Legal Projects Centre would not have been as marked without the total support of the Harare Legal Projects Centre and Bulawayo Legal Projects Centre staff, the profession, the judiciary, Government, donors and the public. With such a firm and wide foundation of support I look forward to the future with confidence.

D Coltart
Director
19 September 1988

ANNEXURE 'A'

Bulawayo Legal Projects Centre: City Advice Centre Case contact statistics for the year 1 July 1987 to 30 June 1988

Month	Pension Claims	Human Rights Viol.	Divorce Main. Custody etc.	Dec. Estate	Debt Collect.	Land- lord and Tenant	Delict	Con- tract	Labour Disp.	Notarial Deed of Change of Name	Reg. of Births	Social Welfare	Spolia	Comp. Claims	Work. Trials/ Appeals	Misc.	Total
July 87	2	1	7	0	3	1	4	2	3	2	0	0	0	2	2	0	29
Aug 87	0	0	6	2	2	3	0	2	3	0	0	1	0	0	0	4	20
Sept 87	1	0	13	3	2	3	6	2	3	0	0	0	1	0	1	7	42
Oct 87	0	0	9	1	1	2	2	6	3	3	0	0	2	0	2	2	33
Nov 87	1	1	8	1	0	2	3	2	5	0	0	0	0	1	2	13	39
Dec 87	1	0	7	3	1	0	3	0	2	0	0	0	0	0	0	1	18
Jan 88	1	1	8	2	1	4	2	2	6	2	0	0	0	0	2	4	35
Feb 88	1	0	16	2	3	0	8	0	3	0	2	0	0	0	2	5	42
March 88	3	1	81	4	2	1	3	1	1	0	0	0	0	1	2	5	104
April 88	1	0	7	4	2	1	1	2	2	0	0	0	0	1	1	5	27
May 88	1	1	10	2	4	1	3	0	2	2	0	0	0	1	1	12	40
June 88	1	3	28	3	9	3	1	2	12	4	1	2	0	2	0	22	93
TOTALS	13	8	200	27	30	20	36	19	45	13	3	3	3	7	15	80	522

ANNEXURE 'B'

Bulawayo Legal Projects Centre: City Advice Centre Referral statistics for year 1 July 1987 to 30 June 1988

Month	Lunch Time Advice Centre	Asst. Reg. High Ct. for i.l.p.	Asst. Master, High Court	Clerk of Civil Ct. for Pro Deo	Comm. Court	Labour Office/ Reg. Hear. Officer	Legal Prac. (At Fee)	Social Welfare	Reg. of Births	Taken Over Pro Amico by Legal Prac.	Test Case Comm.	Other	Total
July 87	30	2	0	3	2	0	2	0	1	0	0	4	44
Aug 87	22	1	0	3	2	0	0	1	0	0	0	2	31
Sept 87	41	1	2	3	4	1	5	0	0	0	0	6	63
Oct 87	34	1	0	1	2	0	7	0	0	0	0	3	48
Nov 87	36	3	0	0	1	5	3	0	0	1	0	5	54
Dec 87	16	3	1	1	1	1	3	0	0	0	0	2	28
Jan 88	30	4	0	1	2	0	4	0	0	0	0	2	43
Feb 88	42	7	0	1	8	2	4	0	2	0	0	2	68
March 88	29	2	0	1	0	0	1	1	0	0	0	0	34
April 88	18	3	0	0	2	1	0	0	0	0	0	2	26
May 88	25	0	0	3	5	0	17	1	1	0	0	0	52
June 88	36	3	0	4	12	1	30	1	1	0	0	5	93
TOTALS	359	30	3	21	41	11	76	4	5	1	0	33	584

ANNEXURE 'C'

Bulawayo Legal Projects Centre: Suburban Advice Centres Case contact statistics for year 1 February 1988 to 30 June 1988

Month	Pension Claims	Human Rights Viol.	Divorce Main, etc.	Dec. Custody Estates	Land- lord and Tenant	Delict	Con- tract	Labour Disp. (At Fee)	Notarial Deed of Change of Name	Reg. of Social Welfare Births	Spolia	Work, Criminal Trials/ Appeals	Misc.	Total
Feb 88	0	0	5	0	1	0	1	1	0	2	0	1	0	11
March 88	0	0	2	0	0	0	0	0	0	0	0	0	1	3
April 88	1	0	5	2	1	0	0	0	0	0	1	0	0	10
May 88	1	0	2	0	0	1	0	0	0	2	0	1	1	9
June 88	0	0	7	1	0	1	0	0	0	6	1	1	0	38
TOTALS	2	0	21	3	1	2	1	1	0	10	1	4	1	71

ANNEXURE 'D'

Bulawayo Legal Projects Centre: Suburban Advice Centres Referral statistics for year 1 February 1988 to 30 June 1988

Month	Lunch Time Advice Centre	Asst. Reg. High Ct. for i.l.p.	Asst. Master, High Court	Clerk of Civil Ct. for Pro Deo	Comm. Court	Labour Office/ Reg. Hear. Officer	Legal Prac. (At Fee)	Social Welfare	Reg. of Births	Taken Over Pro Amico by Legal Prac.	Test Case Comm.	Other	Total
Feb 88	3	2	0	0	4	1	0	0	2	0	0	2	14
March 88	0	0	0	0	2	0	0	0	0	0	0	1	3
April 88	3	1	0	0	3	0	1	0	0	1	0	1	10
May 88	5	1	0	0	0	0	0	0	2	0	0	2	10
June 88	2	1	0	0	3	0	2	1	7	0	0	4	20
TOTALS	13	5	0	0	12	1	3	1	11	1	0	10	57

Report by the Director of the Harare Legal Projects Centre for the year ended 30 June 1988

Introduction

The Harare Legal Projects Centre entered its third year of operation with every indication that it was growing "from strength to strength", a prediction made in the Chairman's Report for the last financial year. Mr T Garabga resigned as the paralegal lawyer and was replaced by Ms A Tsanga who has already proved a great asset to the organisation. Certain positions in both the Foundation and particularly the Harare Centre have been restructured, consequent upon Mr Feltoe's resignation as Director of the HLPC in April 1988. A sub-committee of Trustees appointed me to the role of Director in an acting capacity for a probationary period of a year. Ms K O'Meara was appointed Co-ordinator of Public Legal Education in April, a function she performs with great skill.

Pilot Paralegal Scheme

The Pilot Paralegal Scheme in Seke continued to occupy a great deal of the Centre's resources, with the paralegal lawyer receiving and analysing monthly return forms, holding monthly training sessions and monitoring the Scheme while liaising with referral agencies being used in the Scheme. Enquiries ranged from divorce, maintenance, custody, seduction damages, obtaining birth certificates, accident compensation, change of name to deceased estates and delict, contracts and labour disputes. The predominance of referrals in the period was to the Department of Social Welfare; this Department being responsible for public assistance among other things. The Community Courts and Magistrates Courts and agencies such as the Citizens Advice Bureau and the Legal Aid Clinic also received referrals. Every attempt was made to develop good working relations with these Government and Non-Government agencies. Ms Tsanga regularly processed and followed up queries which were beyond the paralegals' competence.

Monthly training sessions of paralegal workers were held in Seke and topics considered were the Legal System in Zimbabwe, the Legal Age of Majority Act, Marriage and the Law, the Evaluation of the Scheme and Assistance Agencies, in particular the Department of Social Welfare and the Community Courts. Attendance at these training sessions was good with Ms Tsanga endeavouring to bring out problem areas for discussion and reinforcing general training on subjects contained in the Paralegal Manual. Logistics for the training days were competently handled by Ms Sibanda.

Work was undertaken on a survey into Non-Government Organisations which it was considered might assist in the replication of the Scheme as even before the findings of the Evaluation Report were available, it was apparent that other agencies would have to be called upon if it were to be expanded into Mashonaland East, Central and West.

A vast amount of planning was put into the evaluation process and several meetings were held with Ms Frances Chinemana, whom we appointed to lead the team. The HLPC acted as a resource to the team throughout the 3 month period of the exercise. The Evaluation Report was published at the end of March and strongly recommends that there should be a move away from the individual case work role towards a broad-based education campaign on legal rights and processes in order to respond more fully to the needs of rural communities for legal resources. The Report also deals with the methodology to achieve this recommendation and the capacity of the HLPC, as presently constituted, to address the expansion process. The need for educating people on their legal rights was seen as one of the most important functions of the Scheme in Seke and one authority is quoted as saying, "If the people know the law all other developmental processes are easier."

The Report is a most valuable in-depth study of the Pilot Scheme and we would like to congratulate Ms Frances Chinemana and her team for having carried out the Evaluation so effectively. A particularly problematic area in the whole programme was that of remuneration and the Report queries whether "the Scheme can continue to utilize community members to act in this (paralegal) capacity if they are not paid". Any long term decisions will have to address this central issue.

The recommendations were presented to a meeting of the Trustees in April and they tasked a working group from the Harare Centre to produce a concrete proposal for the expansion of the Programme in consultation with Mr D Coltart (National Director, Legal Policy) taking into account the comments which they had made in their meeting. This working group is meeting regularly and will present its recommendations to a special Trustees' meeting which is to be held at the end of July.

The sometimes critical but always constructive Report will be invaluable to us in the expansion of the Paralegal Programme, which we consider to be one of the most important being undertaken by the Foundation, both in Matabeleland and Mashonaland. Whatever the criticisms, we are encouraged by the perceptions of the target group some of whose reactions to the Pilot Scheme are quoted in the Report. They include such comments as "we would have sat and done nothing" (until they heard of the Paralegal Scheme) and "the paralegals' work is a great benefit to people". "It is above all other services because it deals with personal problems that are very delicate and sensitive" and "it looks into problems that no-one has ever looked into before".

Ms O'Meara has made substantial progress on the preparation of the Manual in its final form and has continued to work on the production of pamphlets, the most important of which has been the Legal Age of Majority Act. Other subjects on which she is preparing pamphlets are:—

- Bail
- Custody
- Divorce
- Hire Purchase
- Rape
- Legal Assistance
- Maintenance
- Rights Upon Arrest and Detention
- Widows' Rights and Wills.

The different processes in the preparation of the pamphlets makes this a time-consuming exercise and the HLPC has therefore not been able to produce the pamphlets as quickly as it would have wished. We would like to express appreciation to the many legal practitioners in Harare who have provided information for the pamphlets, frequently voluntarily.

Ms O'Meara has co-operated with the Abandoned Babies Committee in the production of a pamphlet for baby dumpers explaining the criminal procedure after arrest and before trial. She has also assisted the Women's Action Group in compiling an article entitled "The New Divorce Law" which will be published in the Women and the Law series of their July edition of the magazine "Speak Out".

As a part of the Legal Education Programme, both Ms O'Meara and Ms Tsanga have addressed groups on the Legal Age of Majority Act and Marriage and the Law. This is in addition to the programmes which they have conducted in high schools. This programme is to be continued and expanded within the limits of the resources at the Centre. It addresses an expressed community need and is gratifying for an institution such as ours which is so vitally concerned with the importance of legal education for the community.

A great deal of time of the Centre is devoted to the Paralegal Programme and apart from Ms O'Meara and Ms Tsanga, Ms Sibanda assists in the implementation of the programme, particularly on the human relations side. Generous financial assistance continues to be given for this programme by NOVIB, The Ford Foundation and CIDA.

Legal Publications Unit/Law Library

During the course of the year a grant from The Nuffield Foundation, together with the existing grant from the U.S. Human Rights Fund, enabled us to put our Publications Unit on a sounder footing. The acquisition of Apple Macintosh Desk Top Publishing Equipment, through the USHRF grant has further enhanced the in-house publishing capacity of the Unit. The Unit is ably headed by Ms B Hargrove.

Publications produced during the course of the year include "An Introduction to Zimbabwean Business Law" (I Bampton and D Drury) and "A Short Guide to Zimbabwean Administrative Law" (G Feltoe). The first issue of the "Bulletin of Zimbabwean Law" (an up-to-the-minute reference to cases and legislation) was produced at the end of May and has been received very enthusiastically by legal practitioners.

The Bulletin is to be produced three times a year. Work commenced on the "Legal Forum", a forum for debate on issues relating to the administration, functioning and reform of law in Zimbabwe. This will be published quarterly beginning August 1988.

Progress has been made on four further titles. These are "Law and Medicine in Zimbabwe" (G Feltoe and T Nyapadi), "A Guide to Criminal Law Cases" (G Feltoe), "Family Law in Zimbabwe" (W Ncube) and "Labour Law in Zimbabwe" (S Nzombe). The first two titles are in the final pre-publication stage.

Sales of our existing publications continue these being, "The Consolidated Index to the Zimbabwe Law Reports" (M J Gillespie), "The Prosecutors' Handbook" (J Reid-Rowland) and "A Guide to Zimbabwean Cases Relating to Security, Emergency Powers, Unlawful Arrest and Detention" (G Feltoe).

Due to circumstances beyond our control, we were not able to publish the "Specimen Indictment Book", as planned, this year.

Financial assistance received from the two above-mentioned sources enabled us to acquire additional accommodation to house the Publications Unit and the Library at Park House, Park Street from April 1988. We appealed to local business houses to assist us in equipping the library and some particularly generous donations have enabled us to construct shelving and buy other necessary equipment. We would like to place on record our appreciation to these generous donors.

While practitioners continue to use this reference library, we intend to encourage increased use by circulating all legal practitioners and offering additional facilities such as up-to-date annotated set of statutes and recent editions of relevant textbooks.

In June we engaged Ms M Maridadi as a clerical assistant in the LPU/Library. Expertise in the actual laying out of the library was provided by Ms R Hendry, Administrator of the Bulawayo Legal Projects Centre who is also a librarian. We are grateful to her for having spared us this time. We have also engaged, on an ad-hoc basis, the services of Ms K Shadwell, an experienced librarian, who will be assisting in the process of annotating statutes as well as providing guidance to Ms Maridadi.

Cooperatives

The Legal Education Programme for Cooperative Societies continues to be financed by the Friedrich Ebert Stiftung and great strides have been made in this programme. Workshops for members of CACU (Central Association of Cooperative Unions) and OCCZIM (Organisation of Collective Cooperatives in Zimbabwe) have been held at Montclair, Kushinga-Phikelela Institute and in Bulawayo, Mutare, Bindura, Chinhoyi, Gweru and Masvingo.

During the course of the year 150 cooperators underwent training. The subjects dealt with and which are relevant to the needs of the cooperators are

cooperative legislation, the laws of contract and insurance, commercial law and drafting of by-laws. The programme continues to address the expressed needs of cooperators in improving their legal knowledge and understanding of relevant legislation, legal procedures and legal remedies. The Apex Organisations of CACU and OCCZIM have expressed appreciation to the Centre for providing this programme.

Training programmes for senior officials of the Ministry of Community and Cooperative Development and Women's Affairs have been held and assistance provided on a consultancy basis to Professor Münkner, the consultant from the Federal Republic of Germany who had been engaged by the Ministry to assist in the formulation of the new cooperative legislation which is going to Parliament at the next session; a process in which the Centre assisted substantially.

In October 1987 I was invited to participate in an international programme by the Zimbabwe Promotional Council. I visited Britain, Spain and five American States on a study tour, the purpose of which was an on-the-spot view of companies which have adopted Employee Share Ownership. An NGO has been set up in Zimbabwe to advise companies wanting to adopt this practice. The Report of the consultancy has assisted in explaining the scheme to employers, employees and Government.

I am responsible for the programme with cooperatives; a programme which was being conducted before my appointment as Acting Director of the Harare Centre.

Magistrates Legal Forum

During the second part of 1987 Mr Garabga continued to arrange lecture programmes for magistrates on subjects which included:

- The Labour Relations Act (Mr Justice Manyarara)
- Applications for Rescission and Summary Judgments and Exceptions (Advocate A de Bourbon)
- Approaches to Sentencing (Mr Justice Korsah)
- Delays in Coming to Trial (Mr Justice Sandura)
- Hearsay Evidence (Mr Justice Ebrahim)
- Attributes, Attitudes and Comportment of Judicial Officers (Mr Justice Gubbay).

From January 1988 Ms Tsanga assumed responsibility for the programme which has included such topics as:

- Practical Aspects of an Attorney's Office (Mr A N Masterson)
- The Role of a Probation Officer in Juvenile Courts (Mr S T W Mhiribidi)
- Proof Beyond Reasonable Doubt (Mr F Edkins)
- The Effect of the Law Reform Contributory Negligence Amendment Act (Ms M Welsh)
- The Right to Silence (Mr E Chatikobo)
- How Prisons carry out Punishments imposed by the Courts (Mr M Chigwida)
- Inquests and their Importance to the Deceased (Mr A Donagher)
- Liability for Maintenance for a Wife or Ex-Wife at Customary Law (Mr D A B Robinson)
- Conveyancing (Mr I Cox)
- Maintenance at Customary Law (Mr W Ncube)

All talks are recorded and transcribed and selected scripts will be published in the Legal Forum which is the successor to the Prosecutors Bulletin. The grant from the Noel Buxton Trust has facilitated this. We appreciate the valuable time which judges, advocates, legal practitioners and other respected members of the public have given to this important programme.

Schools Legal Education Programme

Ms O'Meara has held on-going discussions with the Chief Education Officer, Curriculum Development Unit of the Ministry of Education on the implementation of this programme. Indications are that the Unit would like to adapt the Paralegal Manual as the basis for the production of a text for use in secondary schools. Regrettably our resources have not permitted us to expand this programme in any meaningful way this year.

However, Ms Alice Armstrong, lecturer in the Department of Private Law at the University of Zimbabwe who has produced the text for a pamphlet on rape (which is currently being printed by the HLPC), asked if we could finance a programme whereby four of her senior law students would speak to different groups of students in high schools on the subject of rape. The interesting reports produced by these students will provide an important starting point for research into this subject.

Ms O'Meara and Ms Tsanga have also addressed groups in senior private schools using the Legal Age of Majority Act and Marriage and the Law pamphlets as the basis for their discussions. The programme is funded by the Friedrich Naumann Foundation.

Pro Deo Work

A limited amount of *pro deo* work has been undertaken by the Centre this year. Our policy continues to be that both with trial and appeal cases we should attempt to select such cases as may be of broad significance in relation to matters of substantive law or sentencing. Apart from the High Court *pro deo* work, two cases have been undertaken in the Magistrates Court, one at the request of the Catholic Commission for Justice and Peace.

Women's Law in Southern Africa Workshop

Ms Alice Armstrong, to whom we made reference above, initiated this programme in October 1987 whereby a series of research projects and seminars on Women's Legal Rights in Southern Africa would be considered. The HLPC was asked to assist in the administrative process leading up to the first Workshop which is to be held in Nyanga from 22 to 26 August 1988.

The purpose of the Workshop, which is part of Phase 1 of the programme, is three-fold namely; to discuss the legal situation of women in each of the Southern African countries of Botswana, Lesotho, Mozambique, Swaziland, Zambia and Zimbabwe; to discuss research into Women's Law in each of the countries and to decide upon a long term research strategy into Women's Law for the Region which will coordinate studies in each country. This project is being funded by The Ford Foundation and SAREC (Swedish Agency for Research Cooperation with Development Countries) and NORAD will meet the costs of publishing the Report.

Internship Programme

This year we chose an applicant who had been referred to us through the International Human Rights Internship Program based in Washington DC, namely Mr Arthur Galace. His three month placement commenced in May. Mr Galace, a lawyer from the Philippines is also a member of FLAG (Free Legal Assistance Group) an agency with which we network. His placement with both the Harare and Bulawayo Centres was successful and the paper which he prepared on Legal Aid in the Philippines in comparison with the Zimbabwe situation, was very interesting and informative. During his internship, Mr Galace was appointed as one of the 24 Commissioners to the Cordillera Regional Consultative Commission in the Philippines by President Aquino. The CRCC will assist Congress in drafting the Organic Act creating the Autonomous Region in the Cordillera.

Staff Development

Again during the course of this year the component allocated for staff development by The Ford Foundation was put to good use and enabled staff to participate in local, regional and international programmes. This ranged from skills/management training and public relations programmes to attendance at the Law Society Summer School. It also involved participation in and assistance given (specifically by Ms Sibanda) at the International Conference on Children Under the Apartheid Regime which was held in Harare in September 1987.

I spent a week in Kenya and Tanzania respectively looking at the Cooperative Movement in those countries and Ms O'Meara attended the six-week Second International Programme "Legal Aid and Human Rights" which was organised by FLAG in the Philippines. Ms Sibanda spent a week in Tanzania at a Regional Workshop entitled "Women Leaders in Tanzania: Opportunities and Problems" sponsored by NORAD. Ms Hargrove visited Queens University, Belfast in the course of an overseas holiday to look at their programme "Servicing the Legal System". Expertise in the publishing of the Bulletin of Zimbabwean Law was acquired by her during this visit and our Bulletin is based on the Northern Ireland publication. Prior to that she had participated in a workshop in Lesotho, jointly sponsored by Human Rights Internet and the University of Lesotho, aimed at enhancing the documentation capacity of African Human Rights organizations and institutions.

Ms Tsanga spent a week in Lusaka attending the second Southern and Central African Regional Conference organised by NOVIB for its partners, with whom it believes it should develop relations based on equal opportunity. Mr Garabga spent time at a Magistrates' Association Workshop at Victoria Falls devoted to the subject of "Sentencing".

Staff

The hard working and competent staff at the Centre has continued to carry out their duties with dedication both in the course of implementing projects and in projecting the image of the work of the Centre and indeed the objectives of the Foundation. This includes familiarising the many local and international visitors, whom we continue to receive, with our work. They are the lawyers Ms K O'Meara and Ms A Tsanga; our Publications Coordinator Ms B Hargrove; our administrator and public relations officer Ms S Sibanda; our bookkeeper Ms J Kuhn; our secretary Ms A Mpundu and our messenger Mr P Mubvuma. Our new staff members Ms M Maridadi and Ms K Shadwell in the LPU and Ms J Chirima, receptionist, are welcome additions to our team.

I would like to thank Mr T Garabga who played such an important role in the implementation of the Pilot Paralegal Scheme in Seke and Ms R Elwell our competent bookkeeper who resigned to take up a different career, for the contributions they made to the affairs of our organisation while they were in our employ. Mrs E Sawyer, whose designation changed from Projects Coordinator to National Director (Administration) continues to be responsible for the financial planning and control of the HLPC in consultation with myself and assists with the general administration of the BLPC. We have been ably assisted in the course of the year by temporary secretaries in the persons of Ms M Holman, Ms M Warren-Codrington and Ms S Read. I would like to express our sincere appreciation to the entire staff for making this such a vibrant organisation.

W Manase
Director (Acting)
23 September 1988.

Auditors Report To the Trustees of Legal Resources Foundation

We have audited the financial statements on pages twenty to twenty-four in accordance with approved Auditing Standards.

In our opinion the financial statements, which have been prepared under the historical cost convention as stated in Note 2, give a true and fair view of the state of the Foundation's affairs at 30 June 1988 and of its results and source and application of funds for the year then ended.

TOUCHE ROSS

CHARTERED ACCOUNTANTS (ZIMBABWE)

HARARE

20 September 1988

Legal Resources Foundation Balance Sheet at 30 June 1988

	Note	1988 \$	1987 \$
FUNDS EMPLOYED			
ACCUMULATED FUND			
AT 30 JUNE 1987		92 352	29 845
UNEXPENDED FUNDS FOR THE YEAR		24 295	62 507
AT 30 JUNE 1988		<u>\$116 647</u>	<u>\$92 352</u>
REPRESENTED BY			
CURRENT ASSETS			
— sundry debtors	6	17 057	1 070
— cash resources		<u>100 190</u>	<u>91 882</u>
		<u>117 247</u>	<u>92 952</u>
CURRENT LIABILITIES			
— sundry creditors		600	600
NET CURRENT ASSETS		<u>116 647</u>	<u>92 352</u>
		<u>\$116 647</u>	<u>\$92 352</u>

[Signature]

TRUSTEES

[Signature]

HARARE
20 September 1988

Legal Resources Foundation Income Statement For the Year Ended 30 June 1988

	Note	1988 \$	1987 \$
INCOME			
Donations	3	335 511	281 282
Grants-in aid	3	51 850	38 260
Interest receivable		5 104	5 021
Sales of publications		25 477	10 792
Library subscriptions		<u>1 350</u>	<u>-</u>
		<u>419 292</u>	<u>335 355</u>
EXPENDITURE			
Audit fees		600	700
Operational costs	4	<u>7 194</u>	<u>3 096</u>
		<u>7 794</u>	<u>3 796</u>
		<u>411 498</u>	<u>331 559</u>
SURPLUS FOR THE YEAR			
TRANSFER TO LEGAL PROJECTS CENTRES	5	387 203	269 052
UNEXPENDED FUNDS FOR THE YEAR		<u>\$24 295</u>	<u>\$62 507</u>

Legal Resources Foundation Source and Application of Funds For the Year Ended 30 June 1988

	1988 \$	1987 \$
SOURCE OF FUNDS		
Surplus for the year	411 498	331 559
	<u>\$411 498</u>	<u>\$331 559</u>
APPLICATION OF FUNDS		
Transfers to Projects Centres	387 203	269 052
Increase in working capital	24 295	62 507
	<u>\$411 498</u>	<u>\$331 559</u>
INCREASE/(DECREASE) IN WORKING CAPITAL		
Debtors	15 987	1 070
Cash resources	8 308	61 637
Creditor	-	(200)
	<u>\$24 295</u>	<u>\$62 507</u>

Legal Resources Foundation Notes to the Accounts For the Year Ended 30 June 1988

1. NATURE OF ACTIVITIES

The Legal Resources Foundation is a charitable and educational trust registered under the Welfare Organisations Act. It was established to promote the development of legal resources in Zimbabwe and to facilitate the realisation of the social, economic and legal rights of the population as a whole. It seeks to improve the accessibility of legal remedies to less privileged members of our society by implementing innovative projects which make the best use of the limited financial and legal resources in Zimbabwe.

2. ACCOUNTING POLICIES

Accounting convention

The accounts are prepared in terms of the historical cost convention and no additional information is given to reflect the effect of changing prices.

Donations

Donations are brought into account as and when received.

Investment income

Income on investments is accounted for on an accruals basis.

3. DONATIONS AND GRANTS-IN-AID

Zimbabwe Welfare and Charitable Organisations Trust

Harare Projects Centre

Local

	1988 \$	1987 \$
— Anglo American Corporation Services Limited	500	-
— Astra Holdings Limited	500	-
— Cementation Company of Zimbabwe Limited	100	-
— Central African Building Society	-	100
— M Dawson	-	25
— Delta Corporation Limited	-	1 000
— I Donovan	-	50
— Durawall (Private) Limited	50	-
— Lonrho Zimbabwe Limited	250	-
— Merchant Bank of Central Africa Limited	300	-
— Metal Box Central Africa Limited	150	-
— Old Mutual	1 508	-
— Olivine Industries (Private) Limited	100	-
— Rio Tinto Zimbabwe Limited	-	1 000
— Silveira House	110	30
— Donations towards library — W Manase	-	150
	<u>3 568</u>	<u>2 355</u>

Harare Projects Centre

International

— Australian High Commission	6 876	-
— Canadian International Development Agency	-	45 900
— Ford Foundation	85 789	66 805

Legal Resources Foundation Notes to the Accounts For the Year Ended 30 June 1988 — continued

3. DONATIONS — continued

	1988 \$	1987 \$
— Friedrich Ebert Stiftung	43 700	13 598
— Friedrich Naumann Foundation	25 791	-
— Joseph Rowntree Charitable Trust	-	10 195
— Noel Buxton Trust	-	2 570
— NOVIB	3 109	33 357
— Nuffield Foundation	31 278	-
— United States Human Rights Fund	33 167	40 564

“Women in Southern Africa” Project

— Ford Foundation	7 546	-
— Swedish Embassy SAREC	16 000	-
	<u>256 824</u>	<u>215 344</u>

Bulawayo Projects Centre

Local

— Lemco Zimbabwe Limited	-	100
— RAL Merchant Bank Limited	-	50
— Other	-	17 152
	<u>-</u>	<u>17 302</u>

International

— Canadian International Development Agency	-	15 000
— Ford Foundation	32 165	-
— Joseph Rowntree Charitable Trust	14 822	6 434
— NOVIB	28 700	27 202
	<u>75 687</u>	<u>48 636</u>
TOTAL DONATIONS	<u>\$335 511</u>	<u>\$281 282</u>

Grants-in-aid

Harare

— Harare City Council	1 000	1 000
— Department of Social Welfare Salaries Grant	45 950	37 260
	<u>46 950</u>	<u>38 260</u>

Bulawayo

— Bulawayo City Council
— Department of Social Welfare Salaries Grant

	1 000	-
	3 900	-
	<u>4900</u>	<u>-</u>
TOTAL GRANTS-IN-AID	<u>\$51 850</u>	<u>\$38 260</u>

**Legal Resources Foundation
Notes to the Accounts
For the Year Ended 30 June 1988 — continued**

4. OPERATIONAL COSTS

Bank charges	89	107
Distribution of publications	-	603
Postages and telephone	10	31
Printing and typing	3 850	1 545
Stationery	549	178
Staff and Trustee's functions	101	-
Law Society membership subscriptions	60	-
National Directors fees	1 440	-
Travel	1 095	632
	<u>7 194</u>	<u>3 096</u>

5. TRANSFER TO LEGAL PROJECTS CENTRES

Bulawayo	70 798	38 966
Harare	316 405	230 086
	<u>\$387 203</u>	<u>\$269 052</u>

6. SUNDRY DEBTORS

	1988	1987
	\$	\$
Interest receivable	592	709
Sales of publications	16 127	361
Other	338	-
	<u>\$17 057</u>	<u>\$1 070</u>

**Auditors Report
To the Members of
Bulawayo Legal Projects Centre**

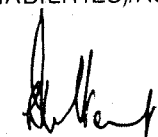
We have audited the financial statements on pages twenty-five to twenty-eight in accordance with approved Auditing Standards.

In our opinion the financial statements, which have been prepared under the historical cost convention as stated in Note 2, give a true and fair view of the state of the Centre's affairs at 30 June 1988 and of its results and source and application of funds for the year then ended.

PIM GOLDBY
CHARTERED ACCOUNTANTS (ZIMBABWE)
HARARE
15 September 1988

**Bulawayo Legal Projects Centre
Balance Sheet at 30 June 1988**

	Note	1988 \$	1987 \$
FUNDS EMPLOYED			
ACCUMULATED FUND			
AT 30 JUNE 1987		26 252	-
Capital donations		16 461	23 999
(Overexpended)/unexpended funds for the year		(3 587)	2 253
AT 30 JUNE 1988		<u>\$39 126</u>	<u>\$26 252</u>
REPRESENTED BY:			
FIXED ASSETS	4	39 495	23 397
CURRENT ASSETS			
— deposits		250	250
— debtors		8	-
— prepayments		493	277
— cash resources		6 345	3 186
		<u>7 096</u>	<u>3 713</u>
CURRENT LIABILITIES			
— creditors		7 465	858
NET CURRENT (LIABILITIES)/ASSETS		(369)	2 855
		<u>\$39 126</u>	<u>\$26 252</u>



MEMBERS

H.S. Ndlovu

HARARE
15 September 1988

**Bulawayo Legal Projects Centre
Income Statement
For the Year Ended 30 June 1988**

	Note	1988 \$	1.1.87 to 30.6.87 \$
INCOME			
Transfer from Legal Resources		70 798	14 967
Foundation		-	450
Donations		<u>70 798</u>	<u>15 417</u>
EXPENDITURE			
Administration fees		8 544	2 600
Audit fee			
— current		550	450
— underprovision in previous year		75	-
Bank charges		243	82
Computer materials		454	75
Depreciation	3	4 456	603
Establishment costs		-	1 022
General expenses		1 113	669
Insurance		542	93
Medical Aid contributions		546	-
Pension contributions		451	215
Postages		260	33
Printing and stationery		7 937	1 717
Projects assistance		-	353
Repairs and maintenance		531	90
Salaries		40 871	3 885
Subscriptions		232	-
Teas and cleaning		184	20
Telephone		1 760	273
Training		128	460
Travel			
— local		2 753	524
— external		861	-
— staff development		288	-
Staff development		1 489	-
Staff recruitment		17	-
		<u>74 385</u>	<u>13 164</u>
(OVEREXPENDED)/UNEXPENDED FUNDS FOR THE YEAR		<u><u>\$(3 587)</u></u>	<u><u>\$2 253</u></u>

**Bulawayo Legal Projects Centre
Source and Application of Funds
For the Year Ended 30 June 1988**

	1988 \$	1.1.87 to 30.6.87 \$
SOURCE OF FUNDS		
(Overexpended)/unexpended funds for the year	(3 587)	2 253
Adjustment for item not involving the movement of funds		
— depreciation	4 456	603
Funds derived from operations	<u>869</u>	<u>2 856</u>
Donations of fixed assets	16 461	23 999
Decrease in working capital	<u>3 224</u>	<u>-</u>
	<u><u>\$20 554</u></u>	<u><u>\$26 855</u></u>
APPLICATION OF FUNDS		
Acquisition of fixed assets	20 554	24 000
Increase in working capital	<u>-</u>	<u>2 855</u>
	<u><u>\$20 554</u></u>	<u><u>\$26 855</u></u>
(DECREASE)/INCREASE IN WORKING CAPITAL		
Deposits	-	250
Debtors	8	-
Prepayments	216	277
Cash resources	3 159	3 186
Creditors	<u>(6 607)</u>	<u>(858)</u>
	<u><u>\$(3 224)</u></u>	<u><u>\$2 855</u></u>

Bulawayo Legal Projects Centre **Notes to the Accounts** **For the Year Ended 30 June 1988**

1. NATURE OF ACTIVITIES

The Legal Projects Centre (Bulawayo) is responsible for the implementation of projects approved by the Legal Resources Foundation trustees for the Matabeleland area. The Legal Resources Foundation is a charitable and educational trust registered under the Welfare Organisations Act. It was established to promote the development of legal resources in Zimbabwe and to facilitate the realisation of the social, economic and legal rights of the population as a whole. It seeks to improve the accessibility of legal remedies to less privileged members of our society by implementing innovative projects which make the best use of the limited financial and legal resources in Zimbabwe.

2. ACCOUNTING POLICIES

Accounting convention

The accounts are prepared in terms of the historical cost convention with the exception of certain fixed assets which are included at valuation. No additional information is given to reflect the effect of changing prices.

Depreciation of fixed assets

Depreciation is calculated on a straight line basis at rates calculated to write off the cost of these assets over their estimated lives which are as follows:

Computers	— 10 years
Furniture and fittings	— 10 years
Library books	— 10 years
Office equipment	— 10 years

3. DEPRECIATION

	1988 \$	1987 \$
Furniture and fittings	868	162
Library	2 081	441
Office equipment	83	-
Computer	1 424	-
	<u>\$4 456</u>	<u>\$603</u>

4. FIXED ASSETS

	Cost or valuation	Accum. deprec.	Book value	1987
	\$	\$	\$	\$
Furniture and fittings	8 676	1 030	7 646	4 685
Library	20 812	2 522	18 290	17 885
Office equipment	827	83	744	827
Computer	14 239	1 424	12 815	-
	<u>\$44 554</u>	<u>\$5 059</u>	<u>\$39 495</u>	<u>\$23 397</u>

Fixed assets donated to the Centre are included at the trustees' valuation.

Auditors Report **To the Members of** **Harare Legal Projects Centre**

We have audited the financial statements on pages twenty to twenty-four in accordance with approved Auditing Standards.

In our opinion the financial statements, which have been prepared under the historical cost convention as stated in Note 2, give a true and fair view of the state of the Centre's affairs at 30 June 1988 and of its results and source and application of funds for the year then ended.

TOUCHE ROSS

CHARTERED ACCOUNTANTS (ZIMBABWE)

HARARE

20 September 1988

Harare Legal Projects Centre **Balance Sheet at 30 June 1988**

	Note	1988 \$	1987 \$
FUNDS EMPLOYED			
ACCUMULATED FUNDS			
AT 30 JUNE 1987		55 357	49 117
Capital Donations		86 010	-
(Overexpended)/Unexpended Funds for the Year		(12 244)	6 240
AT 30 JUNE 1988		<u>\$129 123</u>	<u>\$55 357</u>
REPRESENTED BY:			
FIXED ASSETS	4	128 885	51 463
CURRENT ASSETS			
Deposits		300	230
Sundry Debtors		3 526	292
Cash resources		5 981	7 094
		<u>9 807</u>	<u>7 616</u>
CURRENT LIABILITIES			
— creditors		9 569	3 722
NET CURRENT ASSETS		<u>238</u>	<u>3 894</u>
		<u>\$129 123</u>	<u>\$55 357</u>

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MEMBERS

HARARE
20 September 1988

**Harare Legal Projects Centre
Income Statement
For the Year Ended 30 June 1988**

	Note	1988 \$	1987 \$
INCOME			
Transfer from Legal Resources Foundation		316 405	230 086
Surplus on disposal of fixed assets		-	738
Sundry income		389	515
		<u>316 794</u>	<u>231 339</u>
EXPENDITURE			
Administrative costs		2 365	2 320
Audit fee			
— current		2 500	2 500
— underprovision in previous year		-	800
Bank charges		520	499
Bookkeeping expenses		9 181	-
Binding of reports and publications		-	2 559
Computer materials		469	-
Consultancy fees			
— typing and word processing		18 698	16 097
— projects assistance		31 024	3 384
Depreciation	3	15 661	6 350
Electricity and water		650	736
General expenses		813	682
Insurance		5 310	1 205
Medical aid contributions		2 510	2 136
Motor vehicle expenses		290	-
Office machine maintenance		-	2 287
Office consumables and cleaning		1 225	864
Pension contributions		2 274	1 839
Postages		2 278	794
Printing and photocopying		39 030	26 754
Promotion and presentations		657	892
Rent		20 833	14 950
Repairs and maintenance		6 288	1 302
Salaries and wages		121 022	104 657
Security		4 860	1 207
Staff development		10 290	10 906
Staff recruitment		2 715	862
Stationery and subscriptions		7 938	4 064
Telephones		5 869	4 347
Training and workshops			
— Cooperatives and Paralegal Scheme		11 857	8 726
Travel expenses		1 911	1 380
		<u>329 038</u>	<u>225 099</u>
(OVEREXPENDED)/UNEXPENDED FUNDS FOR THE YEAR		<u><u>\$(12 244)</u></u>	<u><u>\$6 240</u></u>

**Harare Legal Projects Centre
Source and Application of Funds
For the Year Ended 30 June 1988**

	1988 \$	1987 \$
SOURCE OF FUNDS		
(Overexpended)/unexpended funds for the year	(12 244)	6 240
Adjustment for items not involving the movement of funds		
— depreciation	15 661	6 350
— surplus on disposal of fixed assets	-	(738)
Funds derived from operations	3 417	11 852
Proceeds on disposal of fixed assets	-	8 603
Donations of fixed assets	86 010	-
Decrease in working capital	3 656	-
	<u>\$93 083</u>	<u>\$20 455</u>
APPLICATION OF FUNDS		
Acquisition of fixed assets	93 083	9 618
Increase in working capital	-	10 837
	<u>\$93 083</u>	<u>\$20 455</u>
INCREASE/(DECREASE) IN WORKING CAPITAL		
Deposits	70	30
Sundry debtors	3 234	292
Cash resources	(1 113)	5 829
Creditors	(5 847)	4 686
	<u>\$(3 656)</u>	<u>\$10 837</u>

Harare Legal Projects Centre

Notes to the Accounts

For the Year Ended 30 June 1988

1. NATURE OF ACTIVITIES

The Legal Projects Centre (Harare) is responsible for the implementation of projects approved by the Legal Resources Foundation trustees for the Mashonaland area. The Legal Resources Foundation is a charitable and educational trust registered under the Welfare Organisations Act. It was established to promote the development of legal resources in Zimbabwe and to facilitate the realisation of the social, economic and legal rights of the population as a whole. It seeks to improve the accessibility of legal remedies to less privileged members of our society by implementing innovative projects which make the best use of the limited financial and legal resources in Zimbabwe

2. ACCOUNTING POLICIES

Accounting convention

The accounts are prepared in terms of the historical cost convention with the exception of certain fixed assets which are included at valuation. No additional information is given to reflect the effect of changing prices.

Depreciation of fixed assets

Depreciation is calculated on a straight line basis at rates calculated to write off the cost of these assets over their estimated lives which are as follows:

Furniture and fittings	— 10 years
Library	— 10 years
Office equipment	— 10 years
Computers	— 10 years
Motor vehicle	— 10 years
Bicycle	— 10 years

3. DEPRECIATION

	1988	1987
	\$	\$
Furniture and fittings	1 212	1 187
Library	3 098	3 072
Office equipment and machines	3 441	388
Computers	4 876	1 676
Motor vehicle	3 007	-
Bicycle	27	27
	<u>\$15 661</u>	<u>\$6 350</u>

4. FIXED ASSETS

	Cost or valuat.	Accum. deprec.	Book value	1987
	\$	\$	\$	\$
Furniture and fittings	12 118	3 497	8 621	9 616
Library	30 983	8 914	22 069	24 904
Office equipment and machines	34 414	4 009	30 405	3 318
Computers	48 761	8 229	40 532	13 408
Motor vehicle	30 075	3 007	27 068	-
Bicycle	272	82	190	217
	<u>\$156 623</u>	<u>\$27 738</u>	<u>\$128 885</u>	<u>\$51 463</u>

Fixed assets donated to the Centre are included at the trustees' valuation.