

OUR KHETIWE

TO

SOCIAL STUDIES 3

(CIVIC EDUCATION TOPICS IN SOCIAL STUDIES)

TEACHING AND LEARNING NOTES-8&9

BY

MUNTENGWA WILFRED

UNZA DIPLOMA AND DEGREE IN CIVIC EDUCATION AND GEOGRAPHY AND UNZA

MASTER OF EDUCATION IN CIVIC EDUCATION

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TOPIC 1: INTRODUCTION TO SOCIAL STUDIES

A. What is Social Studies?

It is a subject that studies the Physical, Social, Political and Economic environment of a given society.

B. What are the components of Social Studies?

Part 1: Geography (Social Studies Part 1-SS1)

Part 2: History (Social Studies Part 2-SS2)

Part 3: Civic Education (Social Studies Part 3-SS3)

C. What is the Examination format of Social Studies?

1. Section A (40 marks of multiple choice questions)

Part 1: SS1-Questions 1-14 (14marks)

Part 2: SS2-Questions 15-27 (13marks)

Part 3: SS3-Questions 28-40 (13marks)

2. Section B (30 marks of diagrams, pictures, charts, maps or story based questions)*

Part 1: SS1 Q1 (10marks)

Part 2: SS2 Q2 (10marks)

Part 3: SS3 Q3 (10marks)

3. Section C (30 marks of essay questions)*

Part 1: SS1-There are 3 questions but choose & write 1 question only (10marks)

Part 2: SS2-There are 3 questions but choose & write 1 question only (10marks)

Part 3: SS3-There are 3 questions but choose & write 1 question only (10marks)

D. How is Social Studies taught to pupils by teachers?

It is taught through shift teaching as follows

Part 1: SS1 (Week 1-3) teaching

Part 2: SS2 (Week 4-6) teaching

Part 3: SS3 (Week 7-9) teaching

Part 1: SS1 (Week 10) revision

Part 2: SS2 (Week 11) revision

Part 3: SS3 (Week 12) revision

E. How do pupils write the notes of Social Studies?

All Social Studies notes are to be written in one exercise book as follows

Part 1: SS1 (Week 1-3) notes

Part 2: SS2 (Week 4-6) notes

Part 3: SS3 (Week 7-9) notes

F. How do pupils write the Social Studies different tasks given to them by teachers?

All pupils should have a separate exercise book for writing homework, class tests, exercises and essays.

By so doing the teacher will be creating a trail of questions and answers in a book for pupils to use by the time they reach grade 9. Moreso, the idea of using one book for everything deprives learners the exercise books for studying while the exercise books are away for marking of work given by the teacher. Also the idea of writing on pieces of papers is long gone as pupils easily lose those pieces of papers.

G. What are the topics that make up Social Studies?

1. Social Studies Part 1 (SS 1) topics

1. Physical and Cultural Features
2. Weather and Climate
3. Forest and their products
4. Farming
5. Fishing
6. Tourism
7. Population
8. Mining industry
9. Manufacturing and processing industries
10. Power and Energy
11. Maps and Diagrams
12. Map Reading

2. Social Studies Part 2 (SS2) topics

1. Learning about the past
2. Origins and development of man
3. Origins and movement of the Bantu Speaking People
4. Historical settlement areas of the Bantu Speaking People in Zambia
5. Farming and Iron Working in Zambia
6. Decentralized Societies
7. Centralized Societies
8. Development of Slavery and Slave Trade
9. Arrival of Europeans
10. European occupation of Central Africa
11. African reaction to European occupation of Central Africa

3. Social Studies Part 3 (SS3) topics

1. Introduction to Civic Education
2. Zambia's path to Independence
3. Symbols of National identity
4. Types of Governance (Bad & Good)
5. Systems of Governance (Democracy & Dictatorship)
6. Constitution
7. Citizenship
8. Political organization
9. Elections
10. Central Government
11. Local Government
12. House of Chiefs
13. Human Rights
14. Corruption
15. Conflict
16. Money
17. Inflation
18. Law of Demand and Supply
19. Money Laundering
20. Budget
21. Local and International Trade
22. Regional Organization
23. International Organization
24. Voluntary Organization and Donor Agencies

H. How can we learn social studies?

- i. By reading books, newspapers, novels and magazines
- ii. By listening to radio and TV station
- iii. By reading news on internet
- iv. By visiting historical sites such as museum
- v. By learning in class
- vi. By studying pictures and maps

I. Why do we learn Social Studies?

- i. To learn about the past
- ii. To learn about the earth
- iii. To learn about how life began on earth
- iv. To learn about civic education which include elections, citizenship, political party and system of governments?
- v. To learn on how to take care of our environment

TOPIC 1: INTRODUCTION POLITICAL DEVELOPMENT IN ZAMBIA. (1890-1964)

A. Introduction to civic Education

a) What is Civic education

It is the study of political, social, cultural and economic issues. For example the following topics address these issues.

Political issues	Social and cultural issues	Economic issues
Political organization	Corruption	Budget
Constitution	House of chiefs	Money
Elections	Human rights	Trade
Governance	Conflicts	Regional organization

b) Name the importance of civic education

- i. It promotes good democratic values in people such as tolerance for divergent views.
- ii. It creates awareness of civic duties and responsibilities in citizens
- iii. It equips citizen with the civic knowledge needed for one to participate effectively in governance issues
- iv. It develops a crop of citizens who understand and appreciate different tribal groupings
- v. It prepares learners to fit in society and be able to handle cross cutting issues such as corruption, violence and drug abuse.

TOPIC 2: ZAMBIA'S PATH TO INDEPENDENCE

A. DESCRIBE ZAMBIA'S PATH TO INDEPENDENCE

1. **1890:** Before 1890 the people who lived in this country called Zambia today were ruled by the **Chiefs or Kings**. The Chiefs or Kings with their people formed kingdoms such as the Bemba, Lozi, Tonga and Lunda kingdom.
2. **1890:** In this year Litunga Lewanika signed mineral loyalty treaty with the British South Africa Company (B.S.A.co) called **Lonchner concession**.
3. **1895:** The British South Africa Company (B.S.A.co) began to rule North Western Rhodesia which was under Litunga Lewanika.
4. **1897:** The British South Africa Company (B.S.A.co) begin to rule North Eastern Rhodesia after defeating the Ngoni people under chief Mpezeni.
5. **1911:** The British South Africa Company (B.S.A.co) joined north western Rhodesia and north eastern Rhodesia to form a large colony called **northern Rhodesia**.
6. **1912:** The Mwenzo Welfare Society (M.F.S) was formed by Donald Siwale to fight colonialism.
7. **1924:** British took over northern Rhodesia from the British South Africa Company as it was no longer profitable to the company. Britain agreed to rule northern Rhodesia because they wanted **minerals or raw material** for their factory in Britain. Britain promised to rule northern Rhodesia as a **PROTECTORATE** to mean there were supposed to favour Africans who lived in northern Rhodesia.
8. **1930:** The Passfield Memorandum was signed.
9. **1935:** First strike by miners on Copperbelt in Nkana, Mufulira and Roan antelope.
10. **1940:** Second strike by the miners on Copperbelt in Nkana and Mufulira..
11. **1946:** All welfare societies were joined together by Dauti Yamba to form the Federation of Welfare Societies to fight colonialism.
12. **1948:** The first political party was formed by Godwin Mbikusta Lewanika called Northern Rhodesia African National Congress (NRANC) to fight colonialism.
13. **1949:** The Northern Rhodesia African Mine Worker Union (NRAMWU) was formed by Lawrence Katilungu.
14. **1951:** Northern Rhodesia African National Congress (NRANC) changed its name to African National Congress (ANC) and its new leader was Henry Mwanga Nkumbula.
15. **1953:** Rhodesia and Nyasaland joined together to form the Federation of Rhodesia and Nyasaland. Rhodesia was made up of two countries namely **Southern Rhodesia (Zimbabwe)** and **Northern Rhodesia (Zambia)** while **Nyasaland (Malawi)**.
16. A federation is a system of government which is centrally organized but allows individual states to control their own internal affairs. The first federal prime minister was **Sir Godfrey Huggins** and the last prime minister was **Sir Roy Walensky**. The capital city of the federation of Rhodesia and Nyasaland was **Salisbury (Harare)**.
17. **1958:** Kenneth Kaunda broke away from the African National Congress (ANC) and formed Zambia Africa National Congress (ZANC) which saw him get arrested.
18. **1959:** The United Nation Independence Party (UNIP) was formed by Mainza Chona and after prison Kaunda took over UNIP presidency.
19. **1960:** The **Mockton Commision** was formed to look into the future of the federation of Rhodesia and Nyasaland and it recommend that people did not want the federation.
20. **1961:** Cha cha Campaign (civil disobedience) took place in Luapula and Northern provinces of Zambia.
21. **1962:** UNIP and ANC formed coalition government. A coalition government is a government formed by two or more political parties.
22. **1963:** the Federation of Rhodesia and Nyasaland come to an end.
23. **1964:** Zambia gets its independence.

B. THE FEATURES OF THE COLONIAL RULE IN NORTHERN RHODESIA

1. **Hatch system** was introduced which is the buying of goods through the window.
2. **Indirect rule** was introduced where people were ruled through chiefs.
3. **Chitupa(Pass)** was introduced where people were supposed to get a chitupa(pass) for any travelling or movement.
4. **Tea carts** the Africans were only allowed to own the business of making tea.
5. **Whites and Africans** were not allowed to learn and sit in the same classroom in the school.
6. **Whites and Africans** were not allowed to live in the same compound.

7. **Africans** were not allowed to take part in government such as voting or standing for elections
8. **Africans** were forced to pay tax to colonial government
9. **Africans** working in mining industries on Copperbelt were not allowed to live with their wives and children.
10. **Africans** were only employed to do low jobs such as clerical work, mining and farm labour.

TOPIC 3: THE SYMBOLS OF NATIONAL IDENTITY

There are four symbols of national identity namely **National Flag, Nation Anthem, Independence Day and Coat Of Arms.**

A. NATIONAL FLAG

It is a sign of independence. It flies in all government institution such as schools, hospitals, colleges, universities and government offices.

1. The Colours of the National Flag

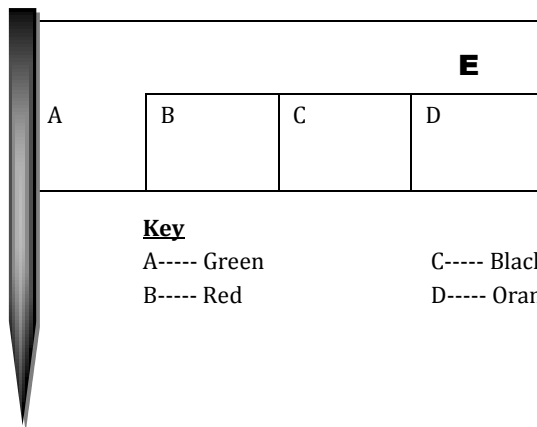
There are four colours on the national flag and the eagle.

- i. **Black:** Represents the people of Zambia.
- ii. **Orange:** Represents the mineral wealth.
- iii. **Green:** Represents the land and natural resources.
- iv. **Red:** Represents the blood that was shed during the struggle for independence.
- v. **Eagle:** Represents our ability to solve our problems. Its name is **Fish Eagle**

2. How do we show respect to the national flag?

- i. By saluting the national flag
- ii. By flying it high government institutions such as schools, hospitals
- iii. By including it in the national anthem.
- iv. By flying it on all ministerial and presidential motor vehicles.

3. Draw the national flag and Label it.



Key

A----- Green C----- Black
 B----- Red D----- Orange E----- Eagle

B. THE NATIONAL ANTHEM

It is a sign of independence. It is sung in public meetings such as sports and school assemblies. It is a song either at the beginning or at the end of the public meetings. The tunes for our national anthem is copied from South Africa song called **Nkosikelele Africa** which means **God Bless Africa**. It was written by **Enock Sontonga in 1897.**

1. The National Anthem

Verse 1.

Stand and sing of Zambia of Zambia, proud and free,
 Land of work and joy in unity,
 Victors in the struggle for the right,
 We have won freedom's fight
 All one strong and free.

Verse 2.

Africa is our own mother land,
 Fashioned with and blessed by God's good hand,
 Let us all her people join as one,
 Brothers under the sun.
 All one strong and free.

Verse 3.

One land and one nation is our cry,
 Dignity and peace beneath Zambia's sky,
 Like our noble eagle in its flight,
 Zambia, praise to thee.
 All one strong and free.

Chorus

Praise be to God,
 Praise be, praise be, praise be,

Bless our great nation,
Zambia, Zambia, Zambia.
Free men we stand,
Under the flag of our land,
Zambia, praise to be
All one strong and free.

2. How Do We Show Respect to the National Anthem.

- i. By standing still when singing the nation anthem.
- ii. By singing the national anthem on important occasions (meeting).
- iii. By stopping whatever activity someone is doing once hearing the national anthem being sung.

C. THE COAT OF ARMS

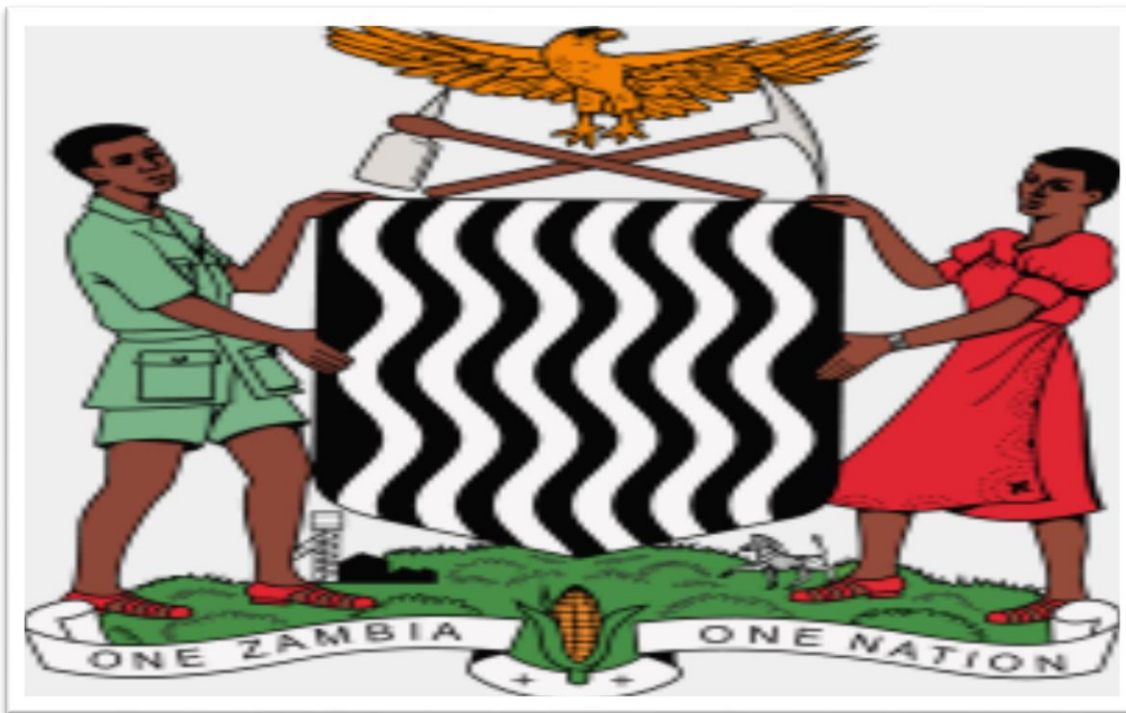
It is a sign of equality between men and women in Zambia

1. Features of The Coat Of Arms

The following are the features of the coat of arms.

- i. **The man and woman:** Represents the importance of family life in Zambia.
- ii. **The black and white wavy lines:** represents the Victoria fall on the Zambezi river.
- iii. **The hoe and pick:** Represents the hard work of the Zambian people in mining and agriculture.
- iv. **The maize cob, mine shaft head and zebra:** represents fertile land, minerals and wildlife in Zambia
- v. The national motto '**one Zambia one nation**': represents unity among all ethnic groups of people in Zambia.
- vi. **The eagle:** Represents the ability to solve our problems.

2. Draw The Coat Of Arms Of Zambia



3. How do we show respect to the coat of arms.

- i. By printing it on all government official documents such as books, NRC, Driver's license, number plates and letters.
- ii. By showing it on the TV stations before the president addresses the nation
- iii. By printing it on all government official T-shirts and shirts.

D. INDEPENDENCE DAY

Zambia got its independence on 24th October, 1964. Therefore every 24th October of every year Zambia celebrate its independence.

1. How do we show respect to the independence day?.

- i. By celebrating it on every 24th October.
- ii. By declaring 24th October as a public holiday
- iii. By coming up with songs and poems for Independence Day celebration.
- iv. By coming up with drama activities and knitting different attires for Independence Day.
- v.

A. What is governance?

It is the way people are ruled with or without their consent.

B. Name the types of governance

There are two types of governance namely good governance and bad governance.

1. Good governance (based on democratic principles)

This is a type of government which is legitimate competently, accountable, respect human rights and the rule of law.

2. Name the Characteristics of good governance.

- i. There is citizen participation in the affair of the country.
- ii. There is respect for human right in the file.
- iii. There is separation of power among the three organs of government namely executive, judiciary and legislature.
- iv. There is checks and balances among the three organs of government to mean they check on each other to ensure that they each of them operate within the law.
- v. There is political tolerance on opposing views.
- vi. There is accountability and transparency. Accountability means that the leaders are answerable to the people who elect them into office. Transparency means that the public resources for government and community and activities.
- vii. There are regular free and fair elections.
- viii. There is respect for rule of law which states that no one is above the law whether poor or rich.
- ix. There is an existence of many political parties.
- x. There is independent judiciary to mean there is no government interference.
- xi. There is press freedom to mean radio, tv, newspapers are free to report on anything without government interference.
- xii. There is an existence of civil society to mean non-government organization such as FODED.
- xiii. Their government is helpful and caring on its people whether home or abroad.

3. Bad governance (based on dictatorship principles).

This is a type of government which is not legitimate, competent, and accountable and does not respect the human rights and the rule of law. It is a government which rules against wishes of the majority

4. Characteristics of bad governance

- i. There is restriction of political parties participation.
- ii. There is separation of power to mean the government powers are concentrated in one person or four individuals.
- iii. There is lack of press of freedom. The government only made reports what is good for their ears.
- iv. There is violation of human right. E.g. people are tortured and detained for no reason.
- v. There is no independence of judiciary to mean government leaders interfere with courts of law
- vi. There is arbitrary arrest to mean those who criticize government are arrested
- vii. There is lack of freedom of assembly and association.
- viii. There is neglect of public welfare e.g lack of school, good (commodities)
- ix. There is use of force in order to stay in power.
- x. There is lack of citizen participation in public affairs.

5. Name the Systems of governance

There are two systems of government namely Democracy and Dictatorship

A. Democracy

This system of governance takes its name from Greek words "demos" meaning people and "kratos" meaning power therefore democracy means "power to the people". It is also a rule by the people for the people.

1. Types of democracy

There are two types of democracy namely: **DIRECT** and **INDIRECT** democracy

a. Direct democracy:

This form of democracy where people are directly involved in the affairs of their community through community participation via meetings.

b. Indirect democracy (representative democracy)

This form of democracy where people are indirectly involved in the affairs of their community and only participate through their representatives such as the councilors, mayors, members of parliament or the president of the country.

2. Examples of democracies governments

a. Limited monarchy

This is rule by the King or Queen with limited powers in the country. A good example is Britain where the Queen is head of state and the prime minister is head of government.

b. Republic

This is a rule by the elected president and his/her councilors, mayors and members of parliament over a given period of time in the country. E.g. Zambia and USA.

B. DICTATORSHIP

This is a rule by force, order or command by one person or a group of people in the country.

1. Examples of dictatorship governments

i. Oligarchy

This is a rule by force, order or command by a group of people in the country. This group could be a tribe, race or rich people.

ii. Autocracy

This is a rule by force, order or command by one person or a group of people in the country who were once elected into office by the people or overthrow elected governments through “**coup d’état**” but later refused to leave office when the term of office ended.

iii. Unlimited Monarchy (Absolute monarchy)

This is rule by the King or Queen with unlimited powers in the country. A good example is Swaziland (**eSwatine**) where the King is both head of state and government.

C. Name the institutions that promote- good governance in Zambia.

There are different organizations formed by various groups in the country aiming at promoting good governance.

- i. The Anti-Corruption Commission (ACC).
- ii. The Human Rights Commission (HRC).
- iii. Foundation of democratic process (FODEP).
- iv. The Auditor General’s Office
- v. The parliament

TOPIC 5: THE CONSTITUTION

A. What is a constitution?

It is a set of fundamental rules and laws by which a nation, state, society or other organized group is governed.

B. Name the type of constitution

There are two types of the constitution namely

i. Written Constitution

This is a type of constitution where rules and laws are written down in a form of a book with several pages. A written constitution can either be flexible (easy to change) or rigid (difficult to change). Example of countries with written constitution are Zambia, Zimbabwe, Tanzania, Malawi, south Africa and USA.

ii. Un Written Constitution

This type of constitution where people are ruled based on tradition, customs and beliefs. The traditions, customs and beliefs might not be written anywhere but there are known by the people themselves. Example of countries with unwritten constitution include Swaziland, Morocco, Saudi, Arabia, Lesotho, and Britain. All these countries are ruled by either kings or queens.

C. What are the characteristics of a good constitution?

- i. **LANGUAGE**- A good constitution should be understood by all meaning that it should be simple for an ordinary man to understand.
- ii. **UPHOLD MORAL VALUES** - A good constitution should command respect from all the people meaning that it should be supreme over every institution and everyone in the country.
- iii. **COMPREHENSIVE** - A good constitution is one that involve all the people in the making and generally acceptable by the majority.
- iv. **DURABLE** - A good constitution should stand a taste of time in that it should be one that cannot be easily changed to suite those in power.
- v. **CLEAR** – a good constitution should clear state what is prohibited and not.
- vi. **BRIEF** – a good constitution should be stable and only contain important provisions because a detailed constitution will lead to so many disputes.
- vii. **HUMAN RIGHTS**- a good constitution should contain the fundamental human rights and freedom of people.

D. Why is the constitution important?

- a. It guides people on what to do and not.
- b. It limits the powers of government.
- c. It protects human rights.
- d. It describes the law making procedures in parliament.
- e. It distributes power among the three organs of government namely, the Executive, legislature and judiciary.
- f. It establishes the government structure.
- g. It makes sure that the government looks after the affairs of its people.

TOPIC 6: THE CITIZENSHIP OF ZAMBIA

a. Who is a citizen?

It is a member of a national community who enjoys certain rights and privileges that cannot be enjoyed by a foreigner.

b. What is citizenship?

Is a full membership of a given country?. In other words is the relationship that exists between an individual and the state through acquisition of official citizenship documents of that given country such as National Registration Card (NRC).

c. What is the other name of citizenship?

Nationality is the other name for citizenship.

d. What is duo citizenship?

This is when a person has citizenship for two different countries e.g John is a citizen of Zambia and he is called Zambian at the same time John is also a citizen of Congo and he is called Congolese.

e. Name the qualification to be a Zambian citizen

The following are the qualifications to be a Zambian citizen.

- a. He / she must be born in Zambia.
- b. If he / she mother or father was born in Zambia.
- c. If he / she is married to a Zambian man or woman.
- d. If he / she has lived in Zambia for more than ten (10) years. This type of citizenship is called **naturalization or naturalized**.

f. Name the disqualifications of a Zambian citizen

The following are the ways in which a Zambian citizen can lose his / her citizenship

- a. If he / she acquires the citizenship of another county secretly.
- b. If he / she requests for citizenship of another country.
- c. If he / she has conduct himself /herself in such a way that threaten security of the country.

g. List the advantages of Zambia citizenship

- a. He/she enjoys right or benefits that a foreigner cannot
- b. He/she enjoys the feeling of love and pride for his/her country which is known as **patriotism**.
- c. He/she has the right to vote which is known as **franchise**.
- d. He/she have an advantage over employment as compared to a foreigner.

h. Name the national registration document that are used in Zambia

1. Birth Certificate
2. Green National Registration Card (NRC)
3. Driver's license.
4. Passport book.

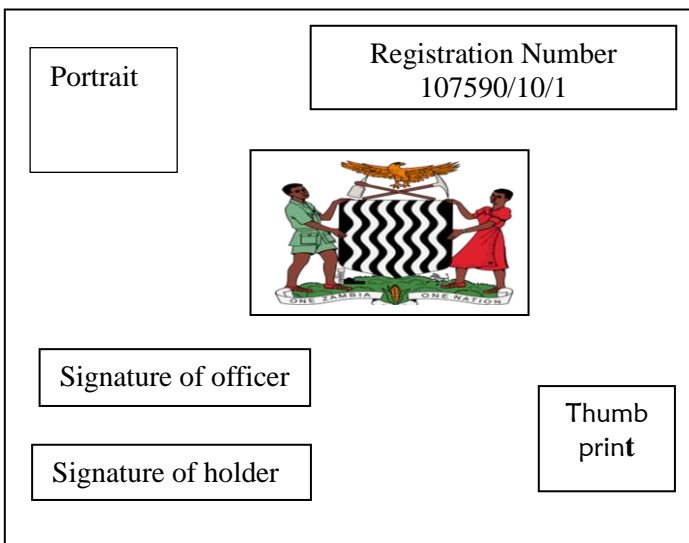
i. Describe the Green National Registration card of Zambia.

A Green National Registration Card commonly known as (REG) is a requirement of Zambian citizen aged 16years and above to obtain from the department of registration called **Citizen Board of Zambia (CBZ)** under the Ministry of Home Affairs.

j. Name the most features found on the green national registration card

- | | |
|-----------------------------------|---------------------------------------|
| i. Name in full | ix. Village |
| ii. Chief | x. Date of birth |
| iii. Coat of arms | xi. National registration card number |
| iv. Portrait | xii. Thumb print |
| v. Signature | xiii. District |
| vi. Date of registration | |
| vii. Father/Mother Place of birth | |
| viii. Special remarks | |

Front View



Back view

Full name

Date of birth Place of birth..... Sex.....

Father/Mother Place of birth

Village District.....

Chief Registration date.....

Special remarks

l. Name Uses of green national registration card

1. As an identification in business e.g in the bank.
2. As an identification in official matters e.g at colleges, universities, voting.
3. As an identification when being employed.

m. What Are The Qualities of a Good Citizen?

1. He/she must be a trusted citizen.
2. He/she must be a honest citizen.

3. He/she must have a good character.
4. He/she must respect human rights.
5. He/she must be a loyal citizen.
6. He/she must respect the authority
7. He/she must help other citizens.

n. What Are The Rights Of A Citizen?

What Is A Right?

It is a lawful claim or benefit a citizen gets from his/her community.

1. Right to life
2. Protect from torture: torture means to hurt someone badly.
3. Right to liberty (freedom).
4. Right to free and fair trial. **Right of habeas corpus** is where a person who is detained in police cells asks to be taken to court so that the court can prove if he/she is guilty or innocent.
5. Protection from forced labour.
6. Freedom of expression.
7. Freedom of conscience (religion)
8. Freedom of movement.
9. Freedom of association and assembly.
10. Protection against any form of discrimination.
11. Right to property.

o. Name the duties of a citizen

What is a duty?

It is what you must do or ought to do.

1. Paying tax
2. Caring for public property
3. Reporting any crime to the police
4. Obeying the law
5. Keeping the environment clean and safe
6. Defending the country
7. Helping in making democracy work (voting)

p. Name the responsibility of a citizen

What is responsibility?

It is what he/she is supposed to do for his/her personal family and community

1. Personal responsibility

- i. By keeping oneself clean all times
- ii. By going to school
- iii. By behaving well e.g no fighting, stealing
- iv. By living a health life
- v. By protecting yourself from any danger

2. Family responsibility

- i. By doing the work given
- ii. By taking care of your family e.g cooking, looking after your babies, grandmothers, father.
- iii. By disciplining the young brothers or sisters
- iv. To educate the children
- v. By making sure that they live a health life e.g taking them to the hospital when sick.
- vi. By providing food for the family.

3. Community or country responsibility

- i. By participating in any community programs e.g collecting garbage in the area.
- ii. By taking part in choosing leaders e.g voting
- iii. By defending the constitution of the country
- iv. By fight corruption
- vi. By working hard to develop your country

TOPIC 7: POLITICAL ORGANISATION

A. What is a political party?

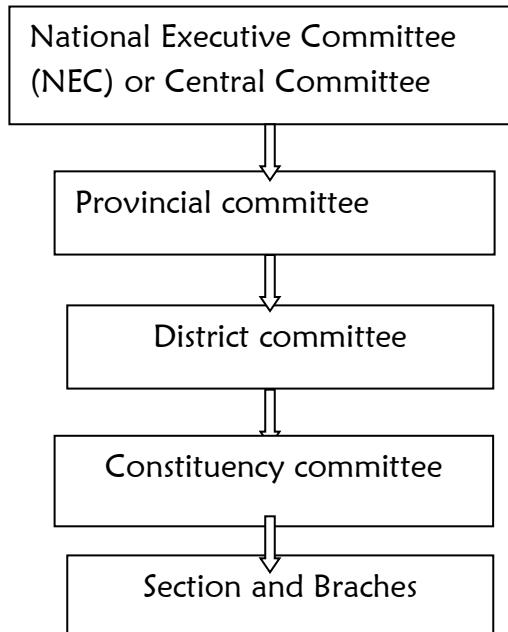
It is a group of people who come together to promote their political agenda. It is a voluntary association of citizen who share common beliefs and values whose main aim is to form the government of the county.

B. What is a party manifesto?

It is a document that contains the political party's ideas, plans, beliefs and programs for the country.

C. Outline the structure of a political party

In order for any political party to perform its roles and functions, it has the following party structures.



ii. The National Committee (NEC) or Central Committee

- It is the highest organ of the party.
- It is led by the party president.

iii. The provincial committee

- It is the second highest organ of the party.
- It is led by the provincial chair person.

iv. The district committee/constituency committee

- It is third largest organ of the party.
- It is led by the district/constituency chair person.

v. The section and Braches

- It is the fourth and lowest organ of the party.
- It is headed by section or branch chairperson

D. What are party conferences or conventions?

These are meetings held to discuss party matters. These meetings are held at district, provincial or national levels.

E. Name the roles or functions of political parties

1. To educate the public on national issues e.g constitution making process
2. To nominate candidates for elections e.g president, parliamentary and councilor candidates.
3. To mobilize and educate people on elections.
4. To unite members of society.
5. To form government when wins elections.
6. To promote social political and economic development in the country.
7. To act a link between the government and general public
8. To make government aware of ordinary citizens opinions and wishes

F. Name the three types of party political system

1. What is a party political system?

It is the classification of a country either a one party system, two party system or multi-party system

2. one party system

This is where only one political party is allowed to exist in the country by the constitution. For Zambia in the Second Republic

Advantages of one party system

- i. There is no time wasted on political campaigns as there is only one party
- ii. It avoids inter party violence
- iii. It is easier to formulate long term national planning as they will be no fear being voted out soon.
- iv. It is easier for the government to make decisions as there is no opposition
- v. It promotes national unity as all the will belong to one party

Disadvantages of one party system

- i. It promotes dictatorship as all opposition parties are banned
- ii. There is no respect of human rights
- iii. There is no tolerance to divergent views
- iv. There is no separation of power.
- v. The party leader cannot be challenged during an election.
- vi. There is oppression of any political party leaders.
- vii. The press [media] is controlled.
- viii. the pressure groups are not allowed to operate freely
- ix. People are only given one set of programmes.

3. Two party system

This is where two political are allowed to compete against each other during elections by the constitution. e.g in USA the Democratic Party vs Republican party and in Britain the Conservative party vs labour party.

4. Multiparty system

This is where many political parties are allowed to compete for power in the country by the constitution. E.g Zambia in the third republic

Advantages of two party and multiparty system

- i. There is a wider freedom of political choice
- ii. There is political tolerance.
- iii. There is existence of civil societies.
- iv. There is respect of human rights.
- v. There is regular free and fair of law.
- vi. There is respect of rule of law.

Disadvantages of two party and multiparty system

- i. Promotes disunity through tribal politics
- ii. Promotes inter conflicts between leaders of each political party.
- iii. It is costly to manage elections e.g it demands bigger piece of ballot papers because of many candidates standing.
- iv. It waste a lot of time in running e.g announcing elections results for all candidates on a ballot paper
- v. There is lack of continuity as each that comes in power its own ideas.

TOPIC 8: ELECTIONS

1. What is to elect?

It is to choose a leader of a community or country.

2. What is an election?

It is the process of choosing a leader of a community or country.

3. What is franchise right?

It is the right to vote.

4. Name the types of elections in Zambia

There are three types of elections namely

i. Primary elections

These are elections held by different political parties to choose candidates to stand in presidential, parliamentary and local government elections.

ii. Tripartite elections

These are also known as **general elections**. These are elections held to choose the president, members of parliament, executive mayors and councilors every after every five years (5).

However these elections are conducted in two ways (systems):

- 1) **The presidential elections** are held under single **member majoritarian system** or 50+1 meaning that for one to be declared president they should obtain more than 50% of the total valid votes cast.
- 2) While the rest of the election are conducted under the **Single member Plurality system** meaning that one needs to just get more votes than the rest to be declared winner.

a) President

- He/she is the head of state and government and represents the people of Zambia.

Qualifications

- i. is a citizen by birth or descent;
- ii. has been ordinarily resident in Zambia;
- iii. is at least thirty-five (35) years old
- iv. is a registered voter;
- v. has a grade 12 certificate or its equivalent
- vi. is fluent in the official language;
- vii. has paid all taxes
- viii. declares all assets and liabilities

- ix. pays nomination fees
- x. Is supported by at least one hundred registered voters from each Province.
- xi. He/she must belong to apolitical party

b) Member of parliament

- Represents people in a constituency.

Qualification for Member of Parliament

- i. is a citizen;
- ii. is at least twenty-one (21) years old;
- iii. is a registered voter;
- iv. has a grade 12 certificate or its equivalent
- v. has paid all taxes
- vi. declares all assets and liabilities

c) Mayoral and Council Chairpersons Elections

Represents people in a district

Qualifications

- i. Is a Citizen of Zambia
- ii. Is at least 21 years old
- iii. Is a Registered voter
- iv. has a grade 12 certificate or its equivalent
- v. declares assets and liabilities
- vi. has paid all taxes

d) Councilors

Represents _____ people _____ in _____ a _____ ward

Qualifications

- i. Is 19 years of age or older
- ii. has a grade 12 certificate or its equivalent
- iii. is a citizen or a holder of a resident permit, resident in the district
- iv. has paid all taxes
- v. declares assets and liabilities

iii. By elections

- These are held to replace a president, member of parliament or councilor. These Elections should be held within (90) days of the occurrence of the vacancy.

Types of by elections

1) Presidential elections

These are held to replace the president.

2) Parliamentary elections

These are elections held to replace the Member of Parliament.

3) Local elections

These are elections held to replace the executive mayor or councilors

The following are some of the conditions under which a by-election can be held or disqualification from the seat

- a) Death of president , member of parliament, mayor or councilor from the party
- b) Expulsion of a president, member of parliament, mayor or councilor of the party
- c) Imprisonment of president, Member of Parliament, mayor or councilor for more than six months.
- d) Resignation from a president, Member of Parliament, mayor or councilor from the seat or party.
- e) If the election results are nullified by the courts

5. Describe the electoral process in Zambia

1. Electoral process are stages or phases followed in electing leaders of our country such as the president, members of parliament, executive mayors and councilors.

2. Who is in charge of the electoral process in Zambia?

It Is the Electoral Commission of Zambia [ECZ]

1. Name the stages or phases of electoral process in Zambia

A. Legislation

This stage involves the formulation of legal framework to make the electoral process legal.

B. Delimitation

The stage involves the dividing of the country into constituencies and wards. The electoral commission of Zambia through the delimitation commission undertakes this function.

C. Voter's Education

This is a stage where the Electoral Commission of Zambia carries out countrywide education on all voters concerning elections.

D. Registration of voters

This is the period given to all citizens above the age of 18 years and in possession of the Green National Registration Card (NRC) to register as voters (electorates). All voters are registered in the **electoral register** and are issued with **voter's cards** to make them vote for the leader of their choice in any given elections.

E. Verification of Electoral Register

This is the period given to all registered voters to verify their particulars in the electoral register

F. Nomination Day

This is a day given to all aspiring candidates to file in nominations as candidates during elections. Returning officer for presidential election is the chairperson of the Electoral Commission of Zambia. All aspiring candidates are required to pay nomination fees.

G. Campaigns

This is a period given to all aspiring candidates to sell their manifestos to voters (electorates) through rallies, posters, radio, TV, adverts and campaign t-shirts and chitenges.

H. Polling day (Voting day)

This is the actual day of voting which last from 06 hours to 18:00hours. All electorates are to carry a voter's card and Green National Registration Card (NRC) to enable them vote. All electorates should go with clean nails (no artificial nails) to be painted with marker on the thumb.

- 1) **Presiding officer:** co-ordinates and supervises the voting at a polling station.
- 2) **Assistant presiding officer:** the co-ordinates and supervises the voting at a polling station in the event of multiple streams.
- 3) **Polling assistants:** these are election officers who perform different duties at the polling station.
- 4) **Materials found in a polling station**
 1. Polling booth- a booth where to vote from
 2. Ballot paper- a list containing names and faces of candidates
 3. Ballot box- this is a box where papers are dropped after voting

I. Counting and Tabulating of Results

This stage involves counting and verification of votes before announcement and declaration of the winner.

➤ What is a rejected ballot paper?

A rejected ballot paper is one that is not included in the counting of ballot papers due to the following reasons.

- Marking by the voter on more than one candidate
- Unmarked ballot paper
- Ballot paper marked with voter's name
- Ballot paper with voters signature

J. Announcement and Declaration of Votes

This stage involves announcement of results and declaring of the winner.

- 1) **Returning officer:** He/she announces the final results at the constituent level and declares the Member of Parliament (MP) who has won the elections.
- 2) **The returning officer in charge** of announcing the final presidential results is the chairperson for the Electoral Commission Of Zambia (ECZ)

K. Election Petition

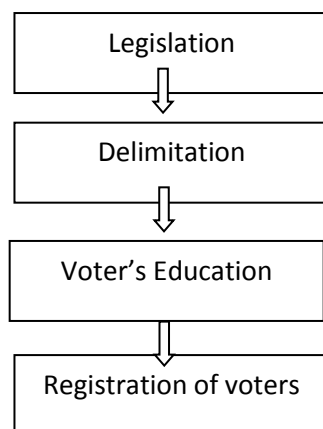
- This is the final stage of the electoral process in Zambia.
- Anyone who took part in an election has the right to petition an election based on the following principles:

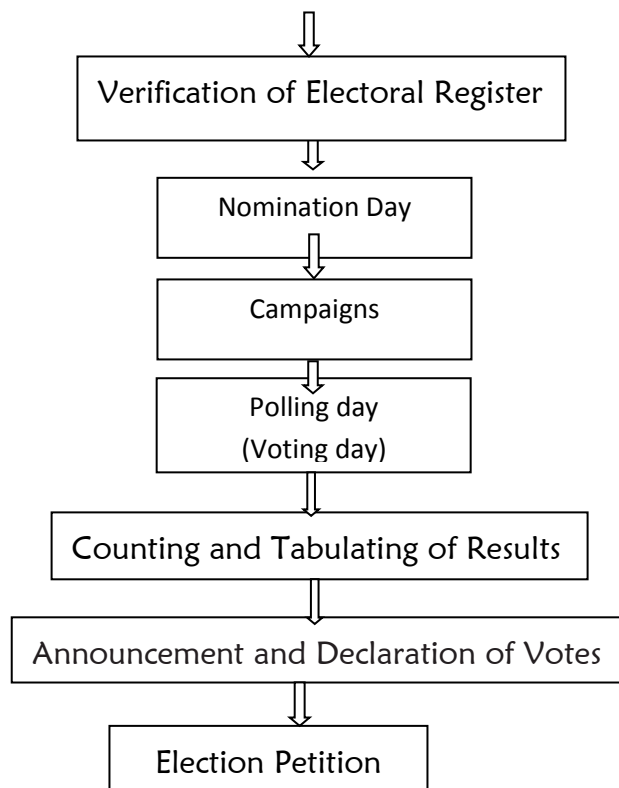
(a) The person was not validly elected

(b) A provision of this Constitution or other law relating to the elections was not complied with.

- A presidential petition is heard by the constitutional court while that of the member of parliament is heard by the high court with room to appeal to the constitutional court
- The local government petitions are heard by the local government elections tribunal.

SUMMARY OF ELECTORAL PROCESS IN ZAMBIA





Role of the electoral commission of Zambia

The constitution mandates the commission to implement the electoral process that is;

1. Conduct elections and referendum
2. Delimit electoral boundaries
3. Register voters
4. Settle minor electoral disputes
5. Regulate the conduct of voters and candidates
6. accredit observers and election agents
7. to conduct voter education
8. to review electoral laws

Electoral malpractices

- 1) This is an illegal interference with the process of an election and this has an effect on the credibility of an election.
- 2) **Election Rigging** is the manipulating of the electoral so that the system favours a certain political party or candidate.
- 3) **Ways of manipulation elections**
 1. **Disenfranchisement:** this is a situation where barriers are put in place stopping eligible voters from voting in an election.
 2. **Voter intimidation:** putting voters or a voter under pressure so that they may vote in a certain way.
 3. **Violence or threat of violence:** this is where supporters of belonging to other candidates (cadres) or party are physically beaten by other supporters (cadres).
 4. **Vote buying:** this is a situation where voters are given money, chitenge or beers so as to make them vote in a certain way.
 5. **Ballot stuffing:** this is a situation where a voter submits multiple ballot papers during voting.
 6. **Misreporting votes:** this happens during the counting of vote's where staff from the electoral body misrecords votes for a certain political party to benefit party A and disadvantage party B.
 7. **Tempering with electronic voting machines:** this is the tempering of voting machines to advantage a certain candidate or party.
 8. **Misleading information:** this is the deliberate misinformation of a candidate by fellow candidate to disadvantage the opponents.

TOPIC 9: CENTRAL GOVERNMENT

A. What is to govern?

It is to rule

B. What is Government?

It is a rule by a group of people on behalf of others in a country.

C. What is a Central Government?

It is a group of people chosen to run the affairs of the country on behalf of its citizens.

D. What are the main functions of the central government?

- i. To defend the country

It is the duty of the government to defend the country from both external (outside) and internal (inside) enemies such as a **traitor** who is an internal enemy that betrays or sells his/her own country and a **spy** who is an external enemy that gets secret information about another country.

ii. To provide public services

The government provides services like education, hospitals, transport, communication, housing, electricity, clean safe water to its people.

iii. To make executive and enforce law

The government makes laws through the legislature, executives and enforces laws through the judiciary so as to maintain peace and order in the country.

iv. To develop the country

The government develops the country by making plans on how the country will grow such as are called **economic policies**. These economic policies are made by experts at the Ministry of Finance

v. To establish international relations with other countries

It's the duty of the government to establish international relations with other countries through diplomats such as Ambassadors and High commissioners.

vi. To raise money

It's the duty of the government to raise money in order to finance the provision of services in the country such as health, education from tax collections, grants and loans.

E. Name the three arms or organs of central government

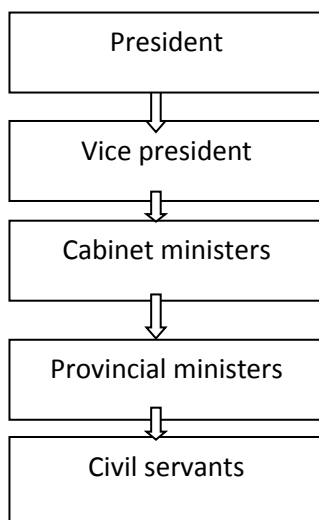
The following are the three arms or organs of government

1. Executive
2. Legislature
3. Judiciary

1. THE EXECUTIVE

This is the arm or organ of government that carry out decisions. It is made up of the president, vice president, cabinet ministers, provincial ministers and civil servants (government workers).

a. Name the structure of the Zambian Executive



b. Name the functions of the executive

- To carry out decisions on behalf of the country
- To provide social services such as education and health
- To raise money
- To enforce laws in the country
- To establish international relations
- To spearhead development in the country

c. Name the functions/powers of the president

- He/she is the head of state
- He/she is the head of government
- He/she is the commander in chief of the armed forces
- He/she gives instructions to government
- He/she appoints commander of the security forces
- He/she can nominate eight (8) members of parliament
- He/she can declare the state of emergency
- He/she can dissolve parliament
- He/she open and closes parliament
- He/she awards those who have served the country well

- He/she can exercise the prerogative mercy to mean the president can pardon or reduce the sentence of prisoners
- He/she appoints and dismisses senior government officials such as ministers, chief justice, solicitor general, attorney general and permanent secretaries.

d. Name the types of ministers in Zambia

There are two types of ministers in Zambia namely:

1. Cabinet ministers

These are ministers in charge of various ministries in government such as ministry of education

2. Provincial ministers

These are ministers in charge of provinces of Zambia such as minister of Lusaka province.

e. Name the types of civil servants

1. The secretary to the cabinet

This is the senior most civil servants in charge of all civil servants in Zambia.

2. Permanent secretary

This is the senior most civil servant in charge of the ministry. Eg ministry of education

3. Provincial permanent secretary

This is the senior most civil servant in charge of a province.

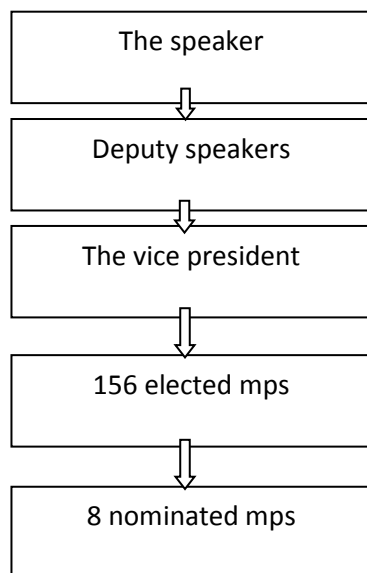
4. Civil servants

These are government workers working under various ministries and department such as teachers, nurses, policemen, doctors and accountants.

2. LEGISLATURE

This is the organ or arm of governments that make, change and abolish laws. The word **Legislature** comes from the word **legislate** which means to make laws. It is made up of the speaker, deputy speakers, vice president, elected and nominated members of parliament

i. Outline the structure of Legislature



ii. Name the Functions of the Legislature

1. To make laws of the country
2. To make change on the laws of the country
3. To abolish the laws of the country
4. To ratify presidential appointments such as the Chief Justice, DPP and Judges.
5. To approve the country's national budget
6. To audit the money given to different projects in the national budget
7. To represent demands of people from various constituencies

iii. Name the powers of the legislature

1. Can override presidential veto
2. Can impeach (remove) the president
3. Can reject presidential appointments eg Chief justice
4. Can refuse to ratify treaties such as those on Gay marriages
5. Can conduct investigation on presidential action
6. Can reject or passes the budget
7. Can impose taxes on certain areas in the country
8. Can authorize certain expenditures in the country

iv. What is the difference between Legislature Parliament and National Assembly?

1. PARLIAMENT

It is called Parliament when the president of the country is present in the national assembly.

2. NATIONAL ASSEMBLY

It is called National assembly when the president of the country is not present in the national assembly.

v. List down the staff of national assembly

1. The speaker of the national assembly

- (a) He/she is the chairperson of national assembly
- (b) He/she is elected by the MPs from outside parliament among the members of public
- (c) He/she chairs the sitting of the national assembly
- (d) He/she makes sure that standing orders are followed in parliament.

Standing orders are rules and customs followed in the national assembly

(e) He/she does not vote for or against any motion in parliament except if there is a tie on the votes by MPs. The voting by the speaker to break a tie is known as **casting vote**.

(f) **Mace** is a symbol of speaker's power of authority.

2. The deputy speaker of national assembly

(a) There are two deputy speakers of national assembly one elected from outside parliament and one elected from among members of parliament

(b) He/she chairs the sitting of national assembly when the speaker is not there.

(c). He/she is free to vote for or against the motion in parliament as long as he/she is an MP as well.

3. The vice President

(a) he/she is the **leader of the house** in parliament

(b) He/she answers questions from MPs during Question Time

(c) He/she is elected as a running mate to mean if the president wins he/she has automatically been elected as vice president during general elections

4. The clerk of national assembly

(a) He/she is the **Chief Administrative Officer** of the national assembly

(b) He/she takes down or records the minutes of the daily debates in parliament in a book called **National Assembly Debate Book (NADB)**

5. The sergeant at arms

(a) He/she is the security officer of the national assembly

(b) he/she assists the speaker to maintain order in parliament

(c) He/she sends an MP who behaves contrary to parliament code of conduct when ordered by the speaker to maintain order or when instructed by the speaker.

(d) He/she carries the Mace

vi. Describe the sitting arrangement in the National assembly or parliament

1. All ministers in parliament sit in front and are called **front benchers**

2. All ordinary MPs sit at the back and are called **back benchers**

3. All invited members of the public who come to listen to debates by MPs in parliament sit in **public gallery**

vii. Discuss the opening and closing of parliament

1. Parliament is opened each New Year by the president of the country

2. The sessions are meetings held in parliament to discuss several issues affecting the country.

3. The president closes parliament at the end of the year or session.

viii. Discuss the dissolution of parliament

1. Dissolution of parliament is the end of legal powers of parliament of making laws before the end of the term of office which is five (5) years.

2. The president can dissolve parliament if the MPs do not co-operate with the president on a number of national issues.

3. Parliament can dissolve itself if more than half of the MPs (two third majorities) in parliament agree to dissolve it.

ix. Describe the process of law making in parliament

1. Definition of terms used in law making in Parliament

(a) Statute or act of parliament

This is a law made by parliament

(b) A Bill

It is a proposed or suggested law.

(c) A Public Bill

It is a bill suggested by or proposed by ministers

(d) A private Bill (Private Member's Bill)

It is a bill suggested or proposed by an ordinary MP.

2. Name the stages a bill passes in parliament before it becomes a law

(a) FIRST READING

This is the first stage at which the bill is introduced in parliament by the minister or an ordinary MP. Thereafter, the MPs are given enough time to study the bill before it is debated.

(b) SECOND READING

This is the second stage at which the ministers or an ordinary MP who suggested or proposed the bill explains it in details there after the MPs debate and vote for or against it. If the bill gets the majority vote it will be passed to the next stage and if it fails to get the majority votes it will be dismissed.

(c) COMMITTEE STAGE

This is the third stage under which the MPs in parliament are divided into small groups or committees to look at the bill and make changes.

(d) REPORT STAGE AND FOURTH READING

This is the fourth stage under which the MPs vote for or against the changes made in the third stage. Then the bill will be passed to the president to assent (sign)

(e) Bill goes to the president

This is the final stage under which the president assent (sign) or vetoes (refuse) to sign the bill.

If the president assent (sign) the bill; it will become a law and this is called an **act of parliament (statute)** and the law will be published (Gazetted) in Government gazette which is a book containing different types of laws. If the president refuse/rejects the bill it will be sent back to parliament to be debated again and this is called **vetoed**.

3: THE JUDICIARY

This is the arm or organ of government that enforces laws. The word Judiciary comes from a word **judicature** which means **judge**.

i. Name the functions of the judiciary

1. It interprets the laws of Zambia
2. It is charged with the sole responsibility of ensuring that laws made by parliament are obeyed by citizens.
3. It reviews the laws of Zambia
4. It provides and promotes justice
5. It settles disputes in society between two or more people and corporate bodies
6. It promotes human rights
7. It is a legal advisory body to the government

ii. Name the types of laws found in Zambia

1. International Law

These are laws which guide countries on how to behave towards each other.

2. Constitutional laws

These are laws which guide the government of a country

3. Civil laws

These are laws which guide the behavior of people towards each other in society

4. Criminal laws

These are laws which protect the interest of society and the state

5. Customary laws

These are traditional customs and rules of different tribes in Zambia

6. Natural laws

These are laws which are unwritten but are dictated by nature. In other words these are Natural Justice Laws

7. Administrative laws

These are laws that are concerned with the administration of the country

8. Business/Company laws

These are laws relating to business and property and the operation of companies in the country.

9. Law of tort

These are laws that are concerned with trespassing on someone's property

10. Law contract

These are laws that are concerned with any form of contracts either written or verbally between two or more people and corporate bodies.

iii. Name the types of cases

There are two types of court cases

1. Civil cases

These are cases which involves disputes between two or more people. Examples of civil cases include divorce, debt, adultery, insults and pregnancy. If found guilty the punishment is usually a fine or damage

A **fine** is the money paid for having committed a criminal offence whereas **damage** is the money paid to a person as a form of compensation.

2. Criminal cases

These are offences against the government and the society. Examples of criminal cases include theft, murder, bribery, rape, perjury, careless driving, treason, spying and assault. The punishment for such cases is imprisonment.

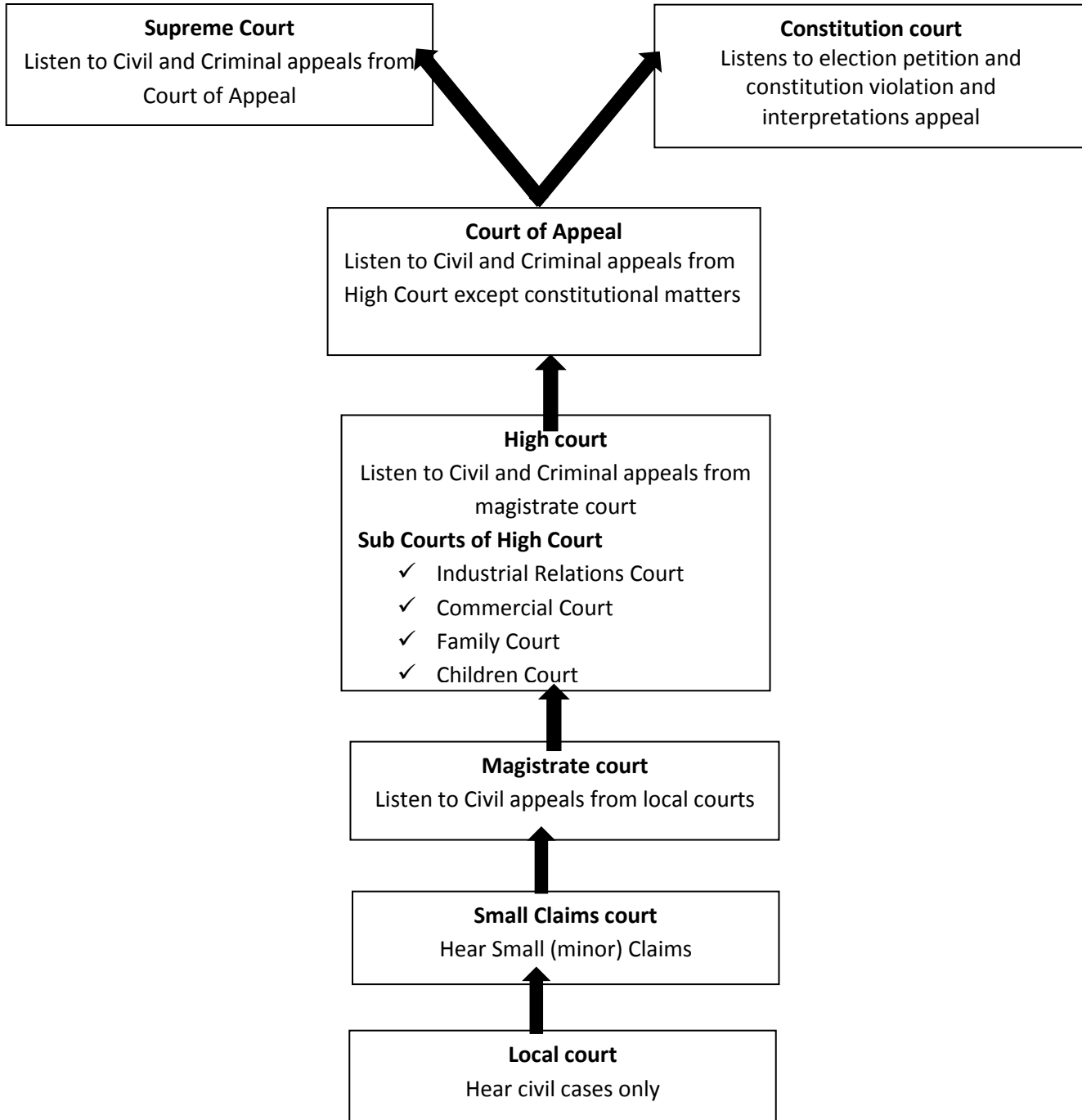
iv. Why do we need laws in Zambia?

1. **for protection** – to protect the person against any harm by other people
2. **for guidance** – to guide the people on what to do and not in the country
3. **for justice** – to prove a person guilty or innocent when suspected of having committed a crime.
4. **for human rights promotion and protection** – to promote the rights of individuals in the country
5. **for development** – to promote all forms of development in the country as they will be peace due to existence of laws.

V. Name the types of courts found in Zambia

The courts in Zambia have different **Jurisdictions (Power)** which allows each court to hear certain type of cases only.

(i). Outline the hierarchy of courts in Zambia



1. Supreme court

- It is the highest and final court of appeal in Zambia
- It is also known as the court of appeal or court of last resort
- It is headed by the Chief justice who is also the **head of judiciary**
- Its decisions are final and cannot be subjected to question or challenge
- It has an odd number of judges who hear every case so as to make sure there is no tie when making decisions e.g. 3, 5 and 7 judges
- All its judges are appointed by the president and ratified by parliament

2. Constitution court

- It is the highest and final court of constitution and election appeal in Zambia
- It is also known as the court of appeal or court of last resort
- It is headed by the Constitution Court President
- Its decisions are final and cannot be subjected to question or challenge
- It has an odd number of judges who hear every case so as to make sure there is no tie when making decisions e.g. 3, 5 and 7 judges

- All its judges are appointed by the president and ratified by parliament
3. **Court of Appeal**
 - It is the second largest court in Zambia
 - It sit in all provincial headquarters in Zambia
 - It hears most serious criminal cases appeals such as murder, man slaughter, treason from except constitutional matters
 - Appeals are heard by 1 or 3 judges
 - Its judges appointed by the president ratified by parliament
 4. **High court**
 - It is the third largest court in Zambia
 - It is found in all provincial headquarters in Zambia
 - It supervises magistrate courts
 - It hears most serious criminal cases such as murder, man slaughter, treason and election petitions
 - It is made up of 24 judges appointed by the president ratified by parliament
 - It has a **high court commissioner** who is the administrator of justice
 - It has a **high court registrar** who is responsible for record keeping and correspondences and day to day administration
 5. **Magistrate court**
 - It is the fourth highest court in Zambia
 - It hears most serious cases that cannot be handled by local court
 - The person who hears cases in magistrate court is called **magistrate**
 - It can only sentence a person to jail for not more than 5 years
 6. **Small claims Court**
 - It is the second lowest court in Zambia
 - It hears small (minor) claim cases below K20,000
 - The person who hears cases in Small Claims Court is Commissioner
 7. **Local court**
 - It is the lowest court in Zambia
 - It hears minor(small) cases
 - The person who hears cases in local court is called Local Court Justices.
 - It can only sentence a person to jail for not more than 12 months (1 year)
 - It was called **native authorities or ordinance court** during colonial days.

NB: the local court, Small Claim Court and Magistrate Court are all together called the **Subordinate court**

vii. List down some of the judicial terms

1. Police bond

It is a written promise not to run away made by a detained person so that he/she is released from police cells or custody pending further investigation and trial of the case. However, he/she must present sureties to police so that in case the detained person runs away the police will hold on the sureties until he/she surrenders himself/herself to police. The surety can be money or a person eg father, mother, brother, sisters or a friend working in government.

2. Bail

It is a sum of money paid by the accused person to the court so that he/she is allowed to go home pending an appeal on his/her case. Also the rule of sureties is applicable under bail.

3. Habeas Corpus

It is a written document prepared by the high court to allow the accused person taken to court if he/she is detained for a long period of time of more than 14 days without trial.

4. Complainant/plaintiff/Claimant

This is the person who takes the case to court either civil or criminal case.

5. Defendant/defender

This is the person who is accused of having done something wrong either civil or criminal case.

6. Prosecutor

This is the person who tells the courts what crime the accused has committed and what law they have broken.

7. Mitigation

This is when the accused person asks the court to be lenient in giving punishment after his /she been found guilty.

8. Dock

This is the box in which the accused and witness stand in court when giving evidence or information.

9. Docket

It is a document opened to file the complaint or evidence at police station

10. Call out

This is the notice sent to someone to report before to the police station.

11. Court summon

This is a notice sent to someone to report before the courts of laws.

12. Legal aid

This is an assistance that the accused gets from a government lawyer without paying.

13. Witness

The is a person who gives evidence in court of law about that he/she personally saw or heard.

14. Evidence

It is the proof provided by the accused

15. Adjourn

It is when a court case is postponed to later date

16. Perjury

This is a crime committed when one gives false evidence before the court.

17. Contempt of court

It is when a person is charged for commenting on matters before courts or disobeying court orders.

18. Verdict

This is passing of a judgment either guilty or innocent

19. Dismissed/Acquitted

This is means the accused has been found with no case to answer. Therefore is free to go home

20. Nolle Prosequi

This is when the Complainant drops the case before the Court of Law against the Defendant.

21. Convict

This is a person who has been found guilty and jailed

22. Rights of appeal

This is the freedom of appeal to the higher courts of law if not satisfied with the judgment in the smaller courts.

23. Suspended sentence

This is when a person serves his/her jail sentence outside prison but should not commit any other crime within a given period.

24. Sentence

This is the punishment which the court gives to a person if he/she found guilty.

25. Warrant

This is a written notice issued by the courts to allow the police arrest someone.

viii. Important officers in the judicial system of Zambia

1. Attorney General

- He/she is the **chief legal advisor** to government
- He/she is the **ex-official** member of the cabinet
- He/she attends cabinet meetings to advice government
- He/she represent the government in court
- He/she draft and sign all government bills presented to parliament

2. Solicitor General

- He/she is the senior government lawyer
- He/she performs the functions of the attorney general in his/her absence.

3. Director of Public Prosecution (DPP)

- He/she in charge of criminal proceedings
- He/she can start the case before courts of law
- He/she can end the case before courts of law through a Nolle Prosequi

4. Investigator General

- He/she is an official who chairs the commission of investigations
- The commission investigate all cases of mal practice
- The investigator general is also known as **ombudsman**
-

TOPIC 10: LOCAL GOVERNMENT

A. Who is a Councilor?

Is a person who is elected by the local community to represent them? He/she represent the ward and the term of office of a councilor is 5years.

B. What is a council?

It is a group of councilors tasked to represent the needs of local community. All council in Zambia falls under the ministry of local government and housing.

C. What is local government?

It is a group of councils tasked to take care of the needs of the people.

Councilor → Councils → Local Government

D. Brief history of local government in Zambia.

Local government started in 1927 with two types authorities namely;

1. The native Authority

These form rural local government and they were agents of central government in administering local African and were run by chiefs.

2. The urban local Authority

These were run by the department of local government central African housing under the ministry of lands and local government.

3. The five types of urban local authorities.

City

Municipal

Municipal board

Township Management

District Commission of local Authority.

4. Municipal

These had the powers to appoint a Mayor and choose a long serving member of council as the Alderman.

5. Municipal boards.

These had powers to appoint chairman.

A. Local Government 1964-1980

In 1964 –Rural and urban local authorities came under the ministry of local government.

Also in 1964 Native Authority was abolished and local Authority moved to local Government and housing from the ministry of housing and social Development.

1. Four types of council established 1964-1980

1. City

2. Municipal

3. Township

4. Rural council.

2. City and Municipal Council

These were used headed by a Mayor and town clerks were appointed as chief Administrative officers.

3. **Township and Rural Councils.** These were headed by elected civic as chairman and council secretaries as Administrators.

B. LOCAL GOVERNMENT 1980-TO DATE

In 1980 a Decentralization was passed which gave powers to UNIP to run councils.

1. Types of councils established 1980-to date

i. CITY COUNCILS

These are biggest council in Zambia found in big cities such as Lusaka, Ndola, Kitwe, Livingstone and now Chipata. It is headed by a **Mayor**.

ii. MUNICIPAL COUNCILS.

These are councils found in big towns such as Chingola, Luansya, Kasma, Mufilira, are headed by a Mayor.

iii. DISTRICT COUNCILS

These are councils found in small town such as Kabwe, Mazabuka, Kalomo, Mpika and Monze. And there are headed by council chairman.

2. MAYOR AND COUNCIL CHAIR PERSON.

These are elected during General elections. The term of office for mayor and council chairperson is 5 years.

3. ALDERMAN

It's a council which has served the council for at least 10 years.

4. BY-LAWS

These are laws made by the council to regulate council areas in accordance with the constitution. Anyone who breaks the council by laws will be imprisoned for 6 months or fired.

C. SERVICES PROVIDED BY THE COUNCIL

- 1) collection of disposal (cabbage)
- 2) maintenance of roads and drainages
- 3) Provision of public health services
- 4) Provision of recreation facilities e.g fares
- 5) Provisioning of housing
- 6) Maintenance of sites such as graves, yards residential areas
- 7) Housing of motorcars, and trading licenses.
- 8) Provision of street lighting
- 9) provision of public libraries
- 10) Control of epidemics such as as cholera, typhoid e.t.c.

D. SOURCES OF REVENUE FOR THE COUNCIL

- 1) Grants from the central government.
- 2) Borrowing from financial institutions such as Bank.
- 3) Collecting rents, rates from public.
- 4) Running business such as taverns.

- 5) Collecting personal levy.

E. RENT AND RATES

- a. **Rent**-is money paid by people who live in council houses or someone’s house
- b. **Rate**- is money paid by people to the council for having built on council’s land or areas e.g a house, school bar.
- c. **Personal levy**; is the money (text) employers deduct from the workers (employees) salaries once or twice in a year to pay the nearest council office.

F. RELATIONSHIP BETWEEN LOCAL AND CENTRAL GOVERNMENT

- 1) The central government creates local government.
- 2) The central government gives guides lines to local government
- 3) The central government approves plans or budgets for the local government.
- 4) The central government provides instructions concerning health matters to the local governments
- 5) The central government through the ministry of local government can dissolve non-performing council
- 6) Central government gives grant to local government

TOPIC 11: HOUSE OF CHIEFS

A. Introduction

- 1) During the pre-colonial period, all areas were ruled by chiefs, there was no central government.
- 2) Chiefs did not deal with matters concerning every subjects i.e. concerning land distribution, chiefs allocated land to sub-chiefs who in turn allocated shares to village headmen.
- 3) The village headmen allotted land to heads of sub-sections or heads of families who distributed land to their dependents.
- 4) Chiefs were often used as instruments of **indirect rule** by the colonial administration.
- 5) After independence most of the functions of the chiefs were taken over by the central government. However, the government still recognizes the importance of chiefs in governance of the government.
- 6) In 1965, the government instituted the House of Chiefs.

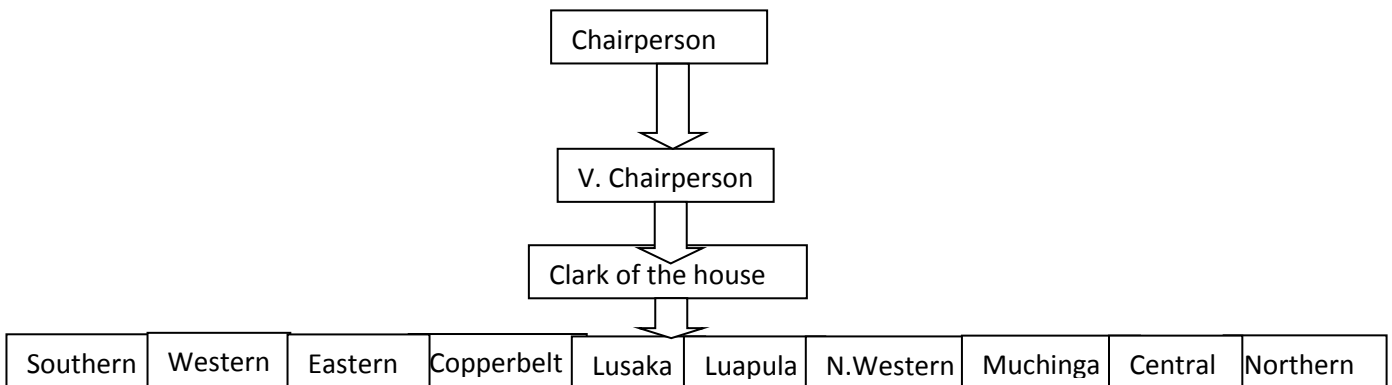
B. Identify roles of traditional rulers

A Traditional Ruler is a Headman, Chief, King or Queen presiding over a Village, Chiefdom or Kingdom whose authority to rule is driven from traditions and customs.

- 1) providing leadership in the community
- 2) Serve as custodian of traditional values and land.
- 3) However they are not allowed to join or participate in partisan politics.

C. State the composition of the House of Chiefs

- 1) It is made up of 50 chiefs; five elected by the chiefs from each of the ten provinces.
- 2) The chairperson and the vice chairperson are elected from amongst the members.
- 3) The elected members hold office for a period of three years and may be re-elected for further period of three years.
- 4) They can also resign upon giving one month notice in writing to the chairman.
- 5) Clark of the house- he/she is the **Chief Administrative Officer** of House of Chiefs



D. State the conditions which can make the house of chiefs position vacant

- 1) If a member dies
- 2) If a member stops being a chief in his area
- 3) If a member becomes a candidate to any election or accepts an appointment to any office in a political party
- 4) If a member is declared or becomes of unsound mind under any law in Zambia.

E. Explain the role of the House of Chiefs

- 1) To consider and discuss any bill dealing with custom or tradition before it is introduced into the National Assembly
- 2) To discuss and decide on matters that relate to customary laws and practices
- 3) To discuss any other matter referred to it by the president
- 4) To submit resolutions on any bill or other matter referred to it to the president so that he can submit such resolutions to the National Assembly

- 5) Advising government on traditional issues
- 6) Uniting their people and lead them to peace and development
- 7) Promote culture values and the local heritage
- 8) They can use their social roles to bring solutions to conflicts arising from culture and traditional misunderstandings.
- 9) To discuss and decide on matters that is related to customary laws and practices.
- 10) To discuss any other referred it by the president.

TOPIC 12: THE UNIVERSAL DECLARATION OF HUMAN RIGHTS (UDHR)

A. What is the universal declaration of human rights?

It is a document which lists all the fundamental human rights of people in the world. It was adopted by the General Assembly of the United Nation on 10th December, 1948.

B. What is to Adopt?

Is to approve and accept something as your own

C. What are Fundamental Human rights?

These are freedoms, privileges and entitlements human beings have simply because they belong to the human race.

D. Describe the history of universal declaration of human rights?

The declaration of universal human rights came as a response to the millions of Jews murdered by the NAZI of Adolf Hitler of Germany during the Second World War from 1939 to 1945. At the end of the second world war in 1945 the leaders of the powerful nations in the world namely China, Union of Soviet Socialist Republics (USSR), United Kingdom and United States of America (USA) met in 1948 in San Francisco in United States of America (USA) chaired by Eleanor Roosevelt the wife of the former president of America Franklin .D. Roosevelt to come up with Universal Fundamental Human Rights for all people in the world such as civil and political rights, economic, social and cultural rights and collective rights.

E. Name the types of fundamental human rights found in the universal declaration of human rights.

1. Civil and Political rights

There also known as **First Generation rights** because they were the first ones to be recognized. There are concerns with the **protection of the human body** in terms of freedoms of an individual.

Examples of civil and political rights

- 1) Right to life
- 2) Right to personal liberty (freedoms)
- 3) Freedom from torture and inhuman treatment
- 4) Freedom of opinion
- 5) Freedom from slavery or forced labour
- 6) Protection from discrimination on ground of race, age, sex, tribe and religion.
- 7) Protection of freedom of conscience (Religion)
- 8) Protection of freedom of expression
- 9) Protection of freedom of assembly and association
- 10) Protection of freedom of movem

2. .Economic, Social and Cultural rights

These are also known as **Second Generation Rights** because they were the second ones to be recognized. There are concerns with the **survival of a human being** in a society in terms of economic, social and cultural developments.

Examples of Economic, Social and Cultural rights

- 1) Right to food
- 2) Right to employment
- 3) Right to social security
- 4) Right to education
- 5) Right to health (medical care)
- 6) Right to clean environment
- 7) Right to development
- 8) Right to shelter
- 9) Right to safe drinking water
- 10) Right to property

3. .Collective rights

There are also known as **Third Generation rights** as they were third ones to be recognized. There are rights beyond the civil and social rights. They take keen interest in the **rights of minority people**. This is the more reasons why there are sometimes called **People's rights or Self-determination rights**.

Examples of Economic, Social and Cultural rights

- 1) Right to self determination
- 2) Right to economic and social development
- 3) Right to a healthy environment
- 4) Right to natural resources
- 5) Right to participate in cultural heritage. E.g traditional ceremonies
- 6) Right to peace
- 7) Right to communicate in your own language

F. Describe the United Nations Convention on the Rights to the Child (UNCRC)

According to the United Nations a child is every human being below the age of 18 years. The convention on children's rights was adopted on 20th November, 1989 and ratified on 2nd September, 1990. To ratify is to sign or to make commitment.

Examples of United Nations Convention on the Rights to the Child (UNCRC)

- 1) Every child has the right to life
- 2) Every child has the right to protection from torture and cruel treatment
- 3) Every child has the right to a name
- 4) Every child has the right to nationality
- 5) Every child has the right to be protected from work that threatens his/her health
- 6) Every child has the right to know and not be separated from his/her parents
- 7) Every child has the right to express his/her opinion freely
- 8) Every child has the right to protection from sexual exploitation and abuse
- 9) Every child has the right to health
- 10) Every child has the right to education

G. Explain the characteristics of human rights

1. Human rights are inherent

To mean human rights are a natural gift as all people are born with them. They exist independently of the will of an individual or group of people.

2. Human rights are universal

To mean human rights apply to all people in the world regardless of race, sex, colour, ethnicity, religion, political, geographical, beliefs, nationality or social status.

3. Human rights are inalienable (inseparable)

To mean human rights cannot be taken away or separated or given away. They can only be violated of which whoever does that faces the law.

4. Human rights are indivisible, interdependent and interrelated

To mean human rights are all equally important and cannot be divided or subtracted from others. Therefore, no right can exist in isolation of the other. For example, for a person to enjoy the right to life he/she need have the right to food first.

H. Name the factors that lead to human rights violation

Human rights violations are abuses of human rights by a person, group of people, organization or the government

- a. **Lack of information** – most people are barely know about their rights
- b. **Corruption** – bribes distorts standards such as on roads which led to accidents and people end up dead.
- c. **Poverty** – the rich usually abuses the poor to their benefit
- d. **Poor governance** – bad governance by those in power
- e. **Conflicts** – misunderstanding among people can led to fights
- f. **Selfishness** – greed and lack of generosity by those in power
- g. **Culture** – most cultures considers women as second class in life
- h. **Religious beliefs** – some churches limits the behavior its members

I. Name the obstacles to reporting human rights violation

Human rights obstacles are those that discourages people from reporting human rights violations

1. Fear of victimization – **victimization** means that victim of human rights violations is threatened that his/her family or he/she will be killed if speaks about it.
2. Lack of support
3. Corruption
4. Lengthy court proceedings
5. Lack of media freedom to expose human rights abuses

J. Name the institutions and organizations that promote human rights in Zambia

a). GOVERNMENT

1. Human Rights Commission (HRC)
2. Court system
3. Parliament
4. Police service through the Victim support unit

b). NON – GOVERNMENTAL ORGANISATIONS (NGO)

1. Amnesty International
2. Law Association of Zambia (LAZ)
3. Foundation for Democratic Process (FODEP)
4. Zambia National Women's Lobby Group (ZNWLG)

TOPIC 13: CORRUPTION

A. What is corruption?

- 1) Is the giving of money, valuables or receiving of a service to someone in return for a favour?
- 2) Is the misuse of public office for personal or selfish gain
- 3) **Anti- Corruption Commission Act of Zambia No 42 of 1996** defines corruption as **soliciting, accepting, obtaining, giving, promising or offering gratification** by way of a bribe or any other personal temptations or inducement or misuses and abuse of public office for personal gain or benefits.

B. What is Gratification?

Is any corrupt payment made whether in cash or kind as a result of the misuse or abuse of the public office or property?

C. Name the forms of corruption/Gratification

There are different forms of corruption however; the following are the most common forms of corruption.

1) Cash payment and receipt(Cash)

This involves the giving or accepting money in return for a favour by a public officer. For example, giving a bribe in order to be paid a loan or an advance. In other words to **bribe someone to get what you want.**

2) Kick back (service)

The giving of a service to someone in return is commonly known as **kick back** to mean 'if I help you must also help me' or **scratch my back I scratch yours'**. It involves the rendering of a service in return for a favour by a public office. For example, a head teacher giving a school place to a child in return gets money from that parent. In other words **giving someone money or a bribe for having done something good to you.**

3) Payment in kind

This is where one demands a favour for an action done. For example, employing a woman and later demand for sex from that woman. **It involves paying back body wise for an action done.**

4) Commissions

Soliciting to be dubiously given a commission as an appreciation fee for awarding a contract. For example , giving a road contract to a company in return get a commission (money) from that company.

5) Nepotism

This is the form of corruption where a person in power decides to employ relatives in certain positions of work.

6) Favouritism

This is the form of corruption where a person in power decides to employ friends, tribesmen and church mate in certain position of work.

D. CATEGORIES OF CORRUPTION

1. Petty corruption

This type of corruption is widely practiced in Zambia and usually involves small payments. The payments are called **bribes**. This type of corruption is commonly referred as **nchekelako**.

2. Grand corruption

This type of corruption involves substantial amounts of money. It is usually practiced by high ranking officials in government in terms of awarding of contracts.

3. Political corruption

This type of corruption is associated with the electoral process. It is usually practiced by those contesting political power. For examples of political corruptions includes the following

- 1) Donation of money to influence the voter's choice.
- 2) Distribution of cash or material to influence voters such as Chitenge materials, T-shirts and food stuffs.
- 3) Provision of beer to influence voter's choice
- 4) Provision of services during election period such as electricity, water supply and road maintenance.
- 5) Sponsoring of political parties by businessmen in order to win favours if such a party comes to power.

E. CAUSES OF CORRUPTION

The causes of corruption can be grouped into the following categories.

1. SOCIAL CAUSES

- 1) Personal greed and dishonesty
- 2) Weak Punishment for offenders
- 3) Weak enforcement or absence of code of conduct
- 4) Leaders in key positions are not capable of inspiring and influencing conduct of the highest moral standards.
- 5) Large numbers of people compete for insufficient services like few school places

2. ECONOMIC CAUSES

- 1) Poverty
- 2) Low salaries and wages in comparison to the cost of living
- 3) Shortage of goods and services
- 4) Unequal distribution of wealth and resources
- 5) Allocation of government loans and giving of tenders to some preferred individuals at the exclusion of others.

3. OTHER CAUSES

- 1) **Unnecessary long procedures (Red tape)**-unnecessary long procedures in offices may encourage kickbacks in order to have things done fast.
- 2) **Lack of political will** -some governments lack political will to deal with corruption elements.
- 3) **Abuse of power** - if there is excessive concentrations of power in the hands of an individual; he/she may hinder investigations of corrupt practices.
- 4) **Lack of transparency and accountability** - if a government lacks checks and balances, there is mismanagement and misuse of public funds.
- 5) **Lack of independence of the judiciary** - courts may not act independently on matters of corruption if they are influenced by outside forces such as the executive.

- 6) **Public reaction** – if corruption is tolerated by members of the public as a normal practice due to economic hardships it will surely continue.
- 7) **Lack of press freedom** – failure by the media to investigate and expose corruption practices due to lack of media freedom in the country encourages corruption.

F. EFFECTS OF CORRUPTION

The following are some of the effects on corruption in the country

- 1) Makes those involved rich at the expense of other citizens
- 2) Brings about bitterness among people when those who refuse to pay see those pay being favoured.
- 3) Compromise standards as those less deserving reach the goals at the expense those who deserve.
- 4) Interferes with the enforcement of law and respect of rule of law.
- 5) Perpetuates human suffering as it increases poverty levels of others
- 6) Enables those who pay bribes to benefit in areas which without being corrupt they would not.
- 7) It promotes tax evasion as people would prefer paying less money through a corrupt officer especially at border points than paying normal amount.
- 8) It can lead to donors withdrawing their support to such a country where corruption is tolerated.
- 9) It makes the government fail to maintain and repair its infrastructure as much of the money met for such is usually pocketed by middle or supervisors.
- 10) It retards development as most projects will be abandoned due to misuse of money for development such as building schools, clinics.

G. IMPACT OF CORRUPTION ON ZAMBIA SOCIETY

The impact of corruption on the Zambian society can be viewed in the following affected areas.

- 1) **The law enforcement agencies** - corruption practices are highly reported among law enforcement agencies such as Zambia Police, Drug Enforcement Commissions and Zambia Prison Service.
- 2) **The judicial system** – due to reported corruption in judicial system court records disappears, trials or court cases are delayed and outcome of court cases no longer depend of the sufficiency evidence but the amount of money one manages to bribe judges.
- 3) **The electoral process** – there are reported cases of vote buying during campaigns and voting in terms of money and materials which leads to some sits being nullified by the courts once proven.
- 4) **Security of the nation** – there are reported cases of corruption at National Registration Office, Passport office and Immigration Office which may lead to awarding of national documents such as NRCs, Passports to people with ill intention to the country.
- 5) **The economy** – corrupt activities in the economy comes in form of money laundering, tax evasion and allowing of fake goods to be sold to the people in the country.
- 6) **The education system** – people with poor results are given places in schools, colleges and universities at the expense of those with good results. This lowers the education standards in the country.
- 7) **Administration of land matters** – some people pay council and ministry of land officials to get land illegally. This lead to unfair distribution of land and unplanned settlements in most urban areas in Zambia.
- 8) **Procurement of goods and services** – tender procedures are sometimes not followed when awarding contracts. A purchaser or buyer disqualifies potential suppliers simply because he or she has received a bribe to favour certain suppliers. Similarly, the supplier may offer a bribe in order to receive favours from the purchaser.

H. INSTITUTIONS INVOLVED IN THE FIGHT AGAINST CORRUPTION.

GOVERNMENT INSTITUTIONS INVOLVED IN THE FIGHT AGAINST CORRUPTION

These are institutions formed by government to fight corruption in the country

1. Anti- Corruption Commission (ACC)

- 1) Is the official government institutions established government to fight corruption
- 2) ACC's fight against corruption is enshrined in the slogan **promote integrity, say no to corruption.**

METHODS USED BY ACC TO FIGHT AGAINST CORRUPTION

- 1) **Prevention** – this is the undertaking of necessary and effective measures to prevent corruption in the public and private sectors.
- 2) **Community education** – this is the educating of the community on matters relating to corruption.
- 3) **Investigations and prosecutions** – this involves receiving and investigation of complaints of suspected corrupt practices and where evidence is established prosecution follows.

2. Zambia National Procurement Authority(ZNPA)

- 1) Formerly known as **Zambia National Tender Board**
- 2) Its object is to control and regulate the procurement of goods and services by government ministries and departments and parastatal organisations.

3. Parliament

- 1) It fights corruption through the **Public Accounts Committee (PAC)** that scrutinizes the **Auditor General's Report** on misuse, misapplication and embezzlement of public funds.

4. Auditor General's office

- 1) Its charged with the responsibility of ensuring that public funds allocated by parliament are used for intended purpose.

5. Investigator General's office

- 1) The **Investigator General** is also known as **Ombudsman** and he/she is the chairperson of the Commission for Investigation.
- 2) Apart from protecting and investigating human rights violations it also investigates corruption complaints.

6. Anti- Money Laundering Unit

- 1) It is a department of the **Drug Enforcement Commission (DEC)**
- 2) **Money laundering** is the act of concealing, disguising, possessing receiving, disposing of or bringing into the country any property (which includes money or any item) derived or realized directly or indirectly from illegal or criminal activities.

7. Zambia Police Service

- 1) It investigates and arrest suspected corrupt officers and any suspected corrupt persons.

CIVIL SOCIETY ORGANISATIONS INVOLVED IN THE FIGHT AGAINST CORRUPTION

These are institutions formed by individuals and groups of people to fight against corruption in the country.

1. Foundation for Democratic Process (FODEP)

- 1) It conducts awareness programmes by educating the public on corruption in electoral process and need for electoral reforms to enhance democracy and free and fair elections.

2. Transparency International Zambia (TIZ)

- 1) Undertaking research on various aspects of corruption, good governance and integrity

3. National Movement Against Corruption (NAMAC)

- 2) It demand high levels of integrity, transparency, accountability and sought genuine participation in the affairs of Zambia.

4. The Media

- 1) The media includes **print media** (newspapers), **electronic media** (television and radio) and **online media** (via internet).
- 2) The role of the media is to dig deeper and carry out research on any cases of corruption. This is called **investigative journalism**
- 3) The media investigate and expose corrupt activities and in so doing it discourages people from engaging in corrupt practices.

I. ROLES OF INDIVIDUALS AND GROUPS IN THE FIGHT AGAINST CORRUPTION

The following are the roles of individuals and groups in the fight against corruption.

- 1) Changing attitudes from tolerance to total rejection of corruption
- 2) Accessing information on procedures on how to deal with corruption cases
- 3) Reporting corrupt officers to institutions that are combating corruption such as Zambia police service, ACC and TIZ
- 4) Supporting organizations that are fighting corruption
- 5) Demanding integrity and high sense of morality from public office bearers.
- 6) Not keeping silent when they feel a corrupt practice has been committed
- 7) Encouraging development of institutions, laws and practices to ensure that responsible citizens report instances without fear of victimization by perpetrators
- 8) Encouraging and supporting free press.
- 9) Taking responsibility for one's actions
- 10) Knowing the procedures on how to acquire goods and services

TOPIC 14: CONFLICT

A. What is conflict?

Is the absence of peace?

Is the misunderstanding between people or group of people?

B. What is peace?

Is the absence of conflict?

Is a state of tranquility or harmony?

C. Name the levels of conflict

The following are levels of conflict in any given country

1. Individual conflict

This is also known as personal conflict. It is a conflict between two or more individuals

2. Family conflict

This is a conflict between two or more individuals of the same family

3. Community conflict

This is a conflict which involves the entire community or between two communities.

4. National conflict

This is a conflict which involves the entire nation or country.

5. International conflict

This is a conflict among different nations or countries of the world.

D. Name the types or forms of conflict

The following are the types or forms in which conflict occur

1. Religious conflict

This is the conflict between churches resulting from the ill talk about others churches.

2. Class conflict

This is the conflict between the poor and the rich. The poor are not happy with their sufferings and accuses the rich to behind it.

3. Gender conflict

This is the conflict between men and women over resources and leadership dominance by men.

4. Tribal conflict

This is the conflict between tribes resulting from the ill talk of others towards other people's tribe.

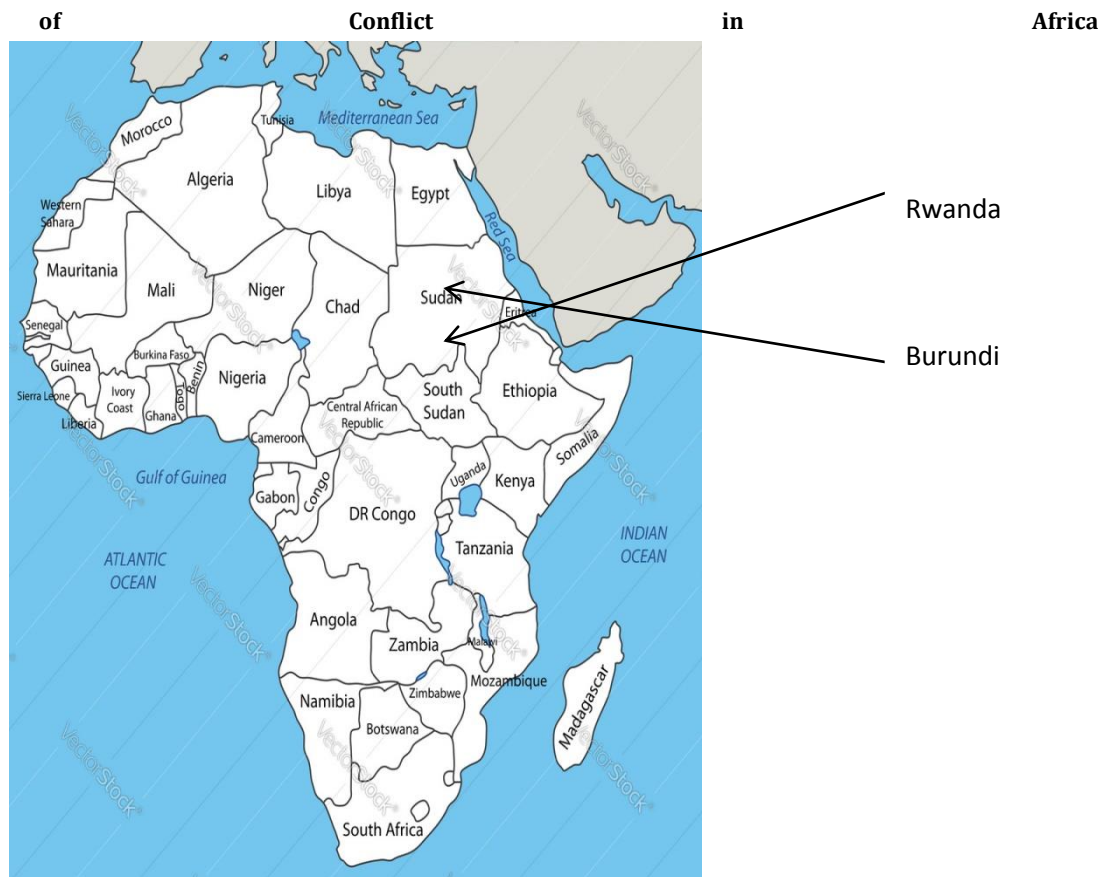
5. Inter-state conflict

This is the conflict between two or more countries due to various reasons.

6. Intra conflict (civil war)

This is the conflict that elapses within the country from problems such as unemployment, education, health and politics.

Example



A. Name the countries in Africa that have experienced Civil wars

1. Democratic Republic of Congo (Mobutu Sese Seko was overthrown by Laurent-Désiré Kabila)
2. Somalia (the [military junta](#) led by [Siad Barre](#) and [Al-Shabaab](#) fought against Somalia Army)
3. Central African Republic (CAR) (the [Séléka](#) Coalition and [Anti-Balaka](#) Militias fought against CAR Army)
4. Nigeria (Biafra and [Boko Haram](#) fought against Nigeria Army)
5. Mozambique ([Front for the Liberation of Mozambique](#) (FRELIMO) fought against [Mozambican National Resistance](#) (RENAMO))
6. Angola ([People's Movement for the Liberation of Angola](#) (MPLA) fought against the a [National Union for the Total Independence of Angola](#) (UNITA) led by Jonas Savimbi)
7. Sudan ([Sudan People's Liberation Movement](#) (SPLM) fought against Sudanese Army)
8. Liberia (Charles Taylor's forces, the [National Patriotic Front of Liberia](#) (NPFL) battled against [Prince Johnson's](#) rebel group, the [Independent National Patriotic Front of Liberia](#) (INPFL))
9. Rwanda and Burundi (Ethnic war between the Hutus and Tutsi)
10. Sierra Leone (the [Revolutionary United Front](#) (RUF), with support from the special forces of [Charles Taylor's National Patriotic Front of Liberia](#) (NPFL) fought against Sierra Leone Army)
11. South Africa (Xenophobic attacks on fellow Africans)
12. Uganda ([Uganda National Liberation Army](#) (UNLA) led by [Milton Obote](#) fought against the [National Resistance Army](#) (NRA) led by [Idi Amin](#))
13. Guinea-Bissau (attempted [coup d'état](#) against the sitting president [Vieira](#) led by [Brigadier-General](#))
14. Ivory Coast (Rebel Group Army fought against the Ivory Coast Army)
15. Chad (civil wars were against France, Libya, Sudan, Zaire/Congo, and the United States)

B. Why did Eritrea break away from Ethiopia

It broke away because of Ethnic/Tribal differences with Ethiopia

C. How has Zambia responded to refugees coming into the country due civil wars in their countries?

Zambia has opened up the following Refugee Camps supervised by the Ministry of Home Affairs

1. Maheba-North Western Province
2. Nyango, Mayukwayukwa and Nangweshi-Western Province

3. Chikumbi and Makeni –Lusaka Province
4. Ukwimi-Eastern Province
5. Mwangi and Kala-Luapula Province



D. What are the ways used by the United Nations to resolve conflicts in affected countries?

1. By setting up international tribunals to resolve conflicts
2. By settling of conflicts through courts of law
3. By sending peace keeping forces to areas of conflict
4. By promoting democratic elections
5. By imposing sanctions on erring countries

E. Name the causes of conflict in society

The following are things that bring about different types of conflict at any level in society

1. **History** – it is believed that if history is not properly explained to people it can bring conflict such as the conflict between Muslims and Christians.
2. **Ethnicity** – ill feelings about people who do not belong to your own ethnicity (tribal) can bring conflict such as calling Tongas tribal by others.
3. **Imbalance of natural resources** – failure to distribute the resources equally in the country can bring conflict.
4. **Immigration** – high influx of foreigners from different countries into a country brings about resentment by the host people which result into xenophobia attack as the case of South Africa.
5. **Genocide** – the massive killing of a tribe or race by another can bring conflict
6. **Poverty** – high levels of illiteracy and unemployment can bring about conflict
7. **Racial discrimination** – treating of people different based on their skin colour can bring such as saying bad things about Albino people
8. **Racial segregation** – to mean separate development in which people in the country choose to develop according to their tribe, race and religion.
9. **Corruption** – winning favours through payment of money at the expense of others can cause conflict
10. **Crime** – high levels of criminal activities such as theft in the society can bring conflict.
11. **Cultural differences** – culture is a way of life of people, hence saying bad things about people’s culture can bring conflict. For example, talking ill about the Chinese people because they eat dog meat
12. **Clash of interest** – human needs sometimes may have same interest resulting into clashing with each other.

F. Name the effects of conflict in society

a). NEGATIVE IMPACT OF CONFLICT

The following are the results of conflict in a society.

1. Destruction of property such as buildings and vehicles get damaged
2. Forces people to run away from their homes and become refugees
3. Destroys the environment more especially use of bombs during conflict
4. Loss of many lives of innocent people
5. Increases the risk of anti-social behavior like stealing and prostitution as people tend to take advantage of such situations
6. It paralyzes the economy activities of the country as most will report for work for fear of being killed.

7. It promotes violence against each other in society
8. It promotes human suffering as the government will concentrate on buying more military equipment at the expense of building schools and industries,
9. It leads to forcibly recruitment of young children as soldiers
10. It promotes disunity as people may never work together again after conflicts

b). POSITIVE IMPACT OF CONFLICT

1. The winning group of conflict may walk away with resources such as minerals
2. It promotes business for companies that make military attire such as guns, bullets, uniforms, boots and planes
3. It leads to expansion of the territory by the winning such as Israel expanded its territory Syria.
4. It leads to countries working together as allies (friends) and alliance of states to defeat enemies
5. The military officers involved with peace keeping mission gets rich once they finish serving their term in war zone country from money paid to them.

G. Name the methods of resolving conflicts

Conflict resolution is the settlement of conflict through peaceful means such as counseling, negotiation, mediation, arbitration and litigation.

1. **Counseling** – this is a method of resolving conflict through a counselor trusted by both parties. This method suits individual conflict.
2. **Negotiation** – this is a method of resolving conflict between two groups of people through a reliable and skilled negotiator. This methods suits conflicts between groups of people such as workers and the company owner.
3. **Mediation** – this is a method of resolving conflict through a neutral third person who asks the disputing parties to come up with solution that is fair to both. This method aim at balancing the two sides and draw them closer to each other.
4. **Arbitration** – this is a method of resolving conflict through an arbitrator appointed by both disputing parties. The decision made by the arbitrator is binding to both parties involved.
5. **Litigation** – this is a method of resolving conflict through taking each other before the court of law.

H. Name the methods of promoting peace in society

The following methods can promote peace in society thereby avoiding conflict.

1. **Intermarriages** – promoting intermarriages between tribes can reduce tribal talks in the society that fuel conflict
2. **Friendship** – making friends lessens conflict with other as people would avoid quarreling with friends
3. **Reciprocity** – this is where a person does good things to somebody who has been to him/her.
4. **Mutual aid** – this is where a person helps others who are in problems
5. **Forgiveness** – if we promote the culture of forgiving each other whenever we differ conflict will reduce.
6. **Tolerance** – Accepting other people’s opinions and views promote peace.
7. **Respect** – showing of respect towards one another promote peace in society.
8. **Justice** – being fair to everyone in society reduces conflict

TOPIC 15: MONEY

A. What is money?

Is anything of value that is generally recognized in the exchange of goods and services?

B. What are the qualities or Characteristics of money?

1. Stable (Stability)

To mean money should remain in use for a long period of time without anyone rejecting from using it such as 5 ngwee and 10 ngwee where people reject to use them.

2. Acceptability (Acceptability)

To mean for any object to be used as money, it must be generally accepted by every single person in the community.

3. Durable (Durability)

To mean money must last for a long period of time before fading away or worn out.

4. Scarce (Scarcity)

To mean money should be very difficult to find unless he/she works hard to find it.

5. Portable (Portability)

To mean money must be easily carried about by people in their business transactions from one point to another.

6. Easy to Recognize (Recognisability)

To mean bank notes and coins should have features that will make it easier for people to differentiate or recognise each piece of money.

7. Non- Counterfeit (Counterfeitability)

To mean money should not be easily made or forged by anyone in society but only through the authorized companies that make money.

8. Divisible (Divisibility)

To mean money should easily be divided into smaller qualities such as K100 changed into K50, K20, K10, K5 or K2.

SUMMARY OF QUALITIES or CHARACTERISTICS OF MONEY

- S _____ **Stable (Stability)**
 A _____ **Acceptability (Acceptability)**
 D _____ **Durable (Durability)**
 S _____ **Scarce (Scarcity)**
 P _____ **Portable (Portability)**
 E _____ **Easy to Recognise (Recognisability)**

N_____ **Non- Counterfeit (Counterfeitability)**

D_____ **Divisible (Divisibility)**

SAD SPEND!!! For sure if not careful **money** can bring about **Sad Spend**

C. Name the functions of money.

1. Medium of Exchange

To mean money is used in the exchange of goods and services. Eg. If you need books you pay money and get books from the shop. In this example money is used as a medium of exchange between the shop owner and the person need of books.

2. Store of value

To mean someone's wealth can be kept in form of money in the bank. For example, a cattle rich farmer can sale all his cattle and keep the money in bank and still be rich in terms of money.

3. Measure of value

This function is also known as **unit of account**. This function allows the values of goods and services to compare to the price we pay for them. For example, if a businessman is selling one pen at K10 very few or if none will agree to buy those pens because the value of K10 is more than one pen.

4. Means of deferred payments

To mean an agreement can be easily be reached between two people to allow the buyer settle his/her credit in future. This is why it is commonly referred to as "**BUY NOW PAY LATER**". This function allows people to get things on credit and then pay later.

TOPIC 16: INFLATION

A. What is Inflation?

It is a rapid rise of prices

It is a situation where there is too much money in circulation chasing too few goods.

B. Name the types of inflation

1. Cost push inflation

This is a rise in prices of raw materials used in production of goods. For example, if maize used in making Millie meal is sold at an expensive price equally the bag of Millie meal to be produced will be sold at an expensive price.

2. Demand inflation

This is a rise in demand of certain products in the economy thereby making prices to be increased. For example, if there is high demand for Millie meal and only few bags of Millie meal are available on market the Millie meal will be sold expensively by those selling because it is on high demand.

3. Creeping inflation

This is the type of inflation where there is moderate yearly rise of prices of goods and services of about one (1%) to six (6%) percent.

4. Chronic inflation

This is the type of inflation where there is moderate yearly rise of prices of goods and services of above (10%) percent.

5. Suppressed inflation

This is the type of inflation where even though the demand exceeds supply of goods and services the inflation is controlled using measures such as price control of goods and services. Eg fuel price is controlled despite it being on demand.

6. Hyper (Galloping) inflation

This is the type of inflation where there is highly monthly rise of prices of goods and services of about fifty (50%) percent. If the prices continue raising high in a month it leads to the country stopping using their currency or change the currency.

C. What are the causes of inflation?

1. High salaries and wages of workers
2. Full employment- a situation that sees nearly everyone working
3. Full export- where the country export more of its locally made goods
4. Reduction of money supply in circulation
5. Expansion of non-market sectors such as constructions of roads.

D. What are the effects of inflation?

1. It may reduce savings of money among people due fear of loss value
2. It increases the cost of doing business hence disrupts normal economic activities.
3. It discourages spending of money as people feel troubled carry bags on money around for shopping.
4. It makes borrowing and lending of money to be valueless
5. It may reduce foreign exchange as people will fear to do business with such a country.

E. Suggest any possible solutions to inflation

1. By increasing the production goods and services
2. By increasing taxation
3. By increasing bank interest rates
4. By reducing government expenditure in non-market sector. Eg roads.
5. By using treasury bills- this is release of money such as dollars in the economy to stabilize the currency

F. What is Reflation?

It is the increase or expands of money supply in the economy. It is a situation where the government pumps in new money in circulation. Eg sometimes we do see new money being used such as K10, K5 and K2.

G. What is Deflation?

It is the general decrease (reduction) in the prices of goods and services.

H. What are the effects of deflation?

1. It reduces profit in a business
2. It leads to business closing down
3. It leads to increase in unemployment levels
4. It leads to reduction of income of businessmen
5. It leads to people fail to pay back loans

I. What is Revaluation (Appreciation)?

It is the increase in the value of a currency in relation to other currencies.

J. What is Devaluation (Depreciation)?

It is the decrease in the value of a currency in relation to other currencies.

TOPIC 17: THE LAW OF DEMAND AND SUPPLY

A. What is Demand?

It is the amount goods and services a person is willing to buy at a given price at specific time.

B. What is Supply?

It is the amount goods and services a person is willing to sell at a given price at specific time.

C. What is Price?

It is the value of goods and services expressed in money.

D. Explain how Demand, Supply and Price affect each other.

1. High Demand + Low Supply = Low Price

To mean if there is high demand of goods and services but low supply the prices will go up (increase in prices).

2. Low Demand + High Supply = Low Price

To mean if there is low demand of goods and services but high supply the prices will go down (reduction in prices).

3. High Demand + High Supply = High Price

To mean sometimes there are goods and services who are on high demand, High supply and High price. This is due to high important and demand such as fuel and electricity. Therefore no matter what people have no choice but to buy them?

4. Moderate(Low) Demand + Moderate(Low) Supply = Fair(Low) Price

To mean that the number of customers who are willing to buy goods and services at a given price are equal to the sellers willing to sell the goods and services at given price.

TOPIC 18: MONEY LAUNDERING

A. What is money laundering?

It is where one acquires money through dirty activities such as selling drugs and stealing thereafter tries to make it look as though the money in possession was acquired in a clean manner.

B. Name the three money laundering activities

1. Fraud

It is a dishonest way of tricking people or taking unfair advantage of someone over something. For example, a person promises you that if you give them your money they multiply it and give more but immediately you give them they disappear for good with your money

Examples of Fraud

i. Collusion

This is where two people agree to trick or take unfair advantage of someone over something. For example, two people agree to cheat parents that at school they need K50 for school tour when in fact it is a lie.

ii. Counterfeiting

This is where a person makes an imitation of an original thing. For example, a person makes a fake K50 note.

iii. Forgery

This is where a person makes alteration on a written document in order to obtain something illegally. For example, forging a person's signature to get money on his/her behalf.

2. False pretence

This is a deliberate misinterpretation of facts in order to obtain money or property from someone. For example, during open day for Report forms a pupil picks someone from the street to act as parent when getting results.

3. Deceit

This is a deliberate omission of information in a business transaction so as to mislead a person. For example, a pupil about his/her parents that there are dead yet there are very much alive.

C. What are the effects of money laundering activities?

1. It lead to closure of business by those businesses involved
2. It lead to property or money acquired money laundering activities taken by the state
3. It encourages criminal activities among in society
4. It can discourages people from investing countries that tolerant money laundering activities
5. It can make be imprisoned (jailed) for life

D. Name the institutions formed to fight money laundering activities in Zambia

1. Anti-Money Laundering Investigations Unit(AMLIU)
2. Drug Enforcement Commission of Zambia (DEC)
3. National Task Force on Anti-Money Laundering (NTFAML)
4. Anti-Corruption Commission (ACC)
5. Zambia Police Service.

TOPIC 19: BUDGET

1. What is a budget?

It is a plan on how to raise and spend money. A budget involves making estimates about how much money one is likely to raise and spend.

2. Name the parts (features) of a budget.

There are two features or parts of a budget namely;

- i. **Income** – which is money received from salaries, rent or business.
- ii. **Expenditure** - which is money spent on various needs such as buying food, paying school fees and transport for work/school.

3. Name the types of budget

There are three types of a budget namely;

i. Personal budget

It is a plan on how an individual going to raise and spend money. Therefore, when making a personal budget expenditure should equal or less than income. For example if you earn to k200 per month your expenditure should be k200 or less. Below is an example. Given k100 show how you can spend it on your school materials.

Income	Expenditure	Price
K100		
	Hard cover books	K30
	School bag	K25
	School neck tie	K20
	Mathematical set	K10
	Set of pens	K6
	Pencil case	K5
	Set of pencils	K3
	2 rubbers	K1
TOTAL		K100

ii. Family budget

It is a plan on how a family is going to raise and spend money. Usually our parent workout the budget on how to raise and spend money on family needs such as education, medical services, clothes and food. In most cases the family budget is made up of **income**, **expenditure** (fixed **expenses** such as rent and **flexible** expenses such as buying TV) and **saving** money for investment. For example, given k200 prepare a budget for your family on the basic needs.

Income	Expenditure	Price
K200		
	Electricity bills	K50
Charge k1	Medical services	K40
	Water bills	K30
	School materials	K30
	clothes	K20
	Washing soap	K10
	Bathing soap	K10
	Kitchen equipment	K9
TOTAL		K199

iii. National budget

It is a plan on how the government of the country is going to raise and spend money in a year.

(a). Name the features or parts of national budget

The national budget has three parts namely

(i). Recurrent Revenue (Income)

It is the money that government raises from taxes, loans and grants from donor and financial institutions.

(ii). Recurrent Expenditure

It is the money that the government spends on paying salaries and wages of government workers. Also for maintenance of government equipments, buildings and roads

(iii). Capital expenditure

It is the money that government spends on new planned projects such as construction of roads and building of new schools and hospitals.

(b). Name the ways of preparing a national budget

By the time the government presents its budget to the country most of its income and expenditure is in proposal form. It outlines how its hopes to raise and spend money in that given year. Therefore, it can either prepare a budget surplus, deficit or balanced budget.

(i). Budget Surplus

It is when income is more than expenditure

(ii). Budget deficit

It is when expenditure is more than income.

(iii). Balanced budget

It is when income is equal to expenditure.

(c). Outline the role of parliament in formulation and implementation of national budget (budget process).

(i). Drafting

Individual members of parliament submit individual budgets of the constituency they represent to the ministry of finance.

(ii). Legislative approval

Parliament approves the budget presented to parliament by the Minister of Finance.

(iii). Monitoring and implementation

Parliament through the Public Account Committee (PAC) monitors the implementation of the budget country wide.

(iv). Audit

Parliament through the Public Account Committee (PAC) carryout audits of the money given to various government departments in the budget country wide

(d). Name the sources of revenue of for National budget

These areas where government expects to raise money for expenditure.

(i). Taxation

The **Zambia Revenue Authority (ZRA)** collects taxes on behalf of the government from all business transactions in the country such as importation of vehicles and selling goods in shops.

(ii). Dividends

The government has shares in business companies such as ZANACO, Zambia National Building Society (ZNBS) and Zambia National Provident Funds (ZNPf).

(iii). Privatization

This is the selling of government owned companies to private individuals. The government can decide to sell the whole company or sale some shares in that government.

(iv). Bilateral aid

This is assistance from one nation to another. Mostly the assistance that Zambia receives comes from the **PARIS CLUB (DONOR COMMUNITY)** to mean rich countries that help poor countries. The countries include among others Britain, USA, Germany, France, Japan, Italy, Canada, Sweden, Denmark, Norway, Finland and China. These countries usually give **GRANTS** to mean a gift that is not to be paid back.

(V). Multilateral aid

This is assistance from local or international financial institutions to a country. The institutions include any local banks such as ZANACO or NATSAVE and international banks include World Bank, International Monetary Fund (IMF) and African Development Bank (ADB). Usually when these institutions give money to countries, countries are expected to pay back with interest. Therefore, when a country fails to pay back the money it owes financial institutions that will be called **DEBT CRISIS**.

(vi). Government companies

The government is running some companies such as ZAMTEL and tourism attractions centres where it makes money for itself.

(vii). Fines

This is money raised government through forfeited assets to the state and money paid people in courts.

(viii). User fees

This is the money that the people pay to assess government services such as all licences, national registration document and toll gates.

(e). Name the challenges associated with the implementation of national budget.

(i). Tax invasion

Some individuals or companies avoids paying taxes to the government by either hiding true tax due or use other means to avoid paying tax.

(ii). Smuggling

Some individuals or companies import or export goods to and from other countries without necessarily passing through ZRA boarder points to pay tax

(iii). Fraud

Sometimes government money is stolen by those entrusted to pay for government projects through paying companies which does not exist.

(iv). Theft

Some government officials steal money meant for government projects.

(v). Corruption

Some government officials connive with some companies to overcharge the government and then share that extra money with that company.

(vi). Donor dependency

Sometimes the donor community will promise to give Zambia the money but due to unforeseen circumstances they fail to honour the promise.

4. Why is a budget important?

- i. It helps a person, family or nation to give priority to basic needs such as food, health and education
- ii. It helps a person, family or nation to save money for future use
- iii. It is a control measure to mean it helps a person, family or nation to cut down on wastages and make best use of the money available.
- iv. It promotes transparency in the handling of money in a family or nation as the budget will be there to be seen by anyone.
- v. It helps people to be accountable as all they have raised and spent will be clearly written down.
- vi. It promotes equity in the sharing of resources more especially in a family and nation as all need areas will be given a fair share of the money.

TOPIC 20: LOCAL AND INTERNATIONAL TRADE

A. What is Trade?

It is the selling and buying of goods and services. For example a school tuck shop selling biscuits to pupils.

B. Name the types of trade

There are two types of trade namely;

1. Local/Home/Domestic/Internal Trade

It is the selling and buying of goods and services within the country. For example, a marketer goes to buy Kapenta for sale in Siavonga.

Advantages of Local/Home/Domestic/Internal Trade

- i. Promotes economic growth in the country
- ii. Encourages industrial development in the country
- iii. Supplement the provision of goods and services in the country
- iv. Promotes trade specialisation of regions in the country
- v. Creates employment for the local people in the country

Disadvantages of Local/Home/Domestic/Internal Trade

- i. Limited market may lead to loss of business
- ii. Limited raw materials may lead to closure of industries
- iii. It may lead to monopolisation of goods and services
- iv. Goods and services may be in short supply and fail to meet the needs of people
- v. Locally produced goods and services may be of poor quality

2. International/Foreign/Interstate/External trade

It is the selling and buying of goods and services among countries. For example a Zambian business lady goes to South Africa to buy clothes for sale in Zambia.

Advantages of International/Foreign/Interstate/External trade

- i. It brings foreign exchange in the country
- ii. It encourages countries to specialise. For example Zambia produce copper while Japan produce vehicles
- iii. It promotes a potential markets of goods and services from other countries
- iv. It improves economic relations among countries
- v. It supplement the provision of goods and services in less developed countries

Disadvantages of International/Foreign/Interstate/External trade

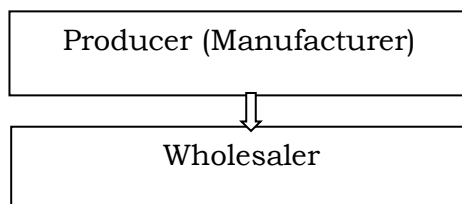
- i. Less developed countries have become dumping grounds for second hand goods such as Salaula and Vehicles
- ii. It leads to moral decay in the country as goods such as tight clothes do not fit into the expected Zambian attire.
- iii. It can lead to less developed countries become dependent of goods from developed countries
- iv. It can lead to serious shortages of certain goods such as fuel if in the producing country if there is a problem in the supply such goods.
- v. It can lead to loss of market for locally produced goods as people may prefer buying foreign goods.

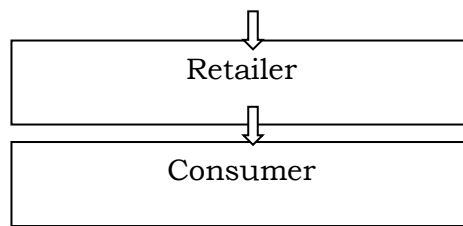
C. Describe the chain of distribution

It is the movement of goods and services from the producer to the consumer.

How goods move in the chain of distribution

The producer (manufacturer) produces the goods in bulk and sells them to the wholesaler who breaks the bulk of goods and packs the goods in sizeable packs and then sells them to the retailer who also re-packs the goods in sizeable packs and sells them individually to the consumer who finally consumes the goods.





1. Importance of the producer or manufacturer

- i. They produce goods to be consumed by consumers
- ii. They ensure availability of goods on market
- iii. They determine the price of goods in the chain of distribution
- iv. They advertise the new products to potential consumers
- v. They provide storage for goods for wholesaler

2. Importance of the wholesaler

- i. They act as link between the producer and retailer
- ii. They help the producer to distribute goods
- iii. They make it possible for the retailer to buy goods in sizeable packs
- iv. They ensure a timely release of goods on the market
- v. They provide storage of goods for retailers

3. Importance of the Retailer

- i. They act as link between the wholesaler and consumer
- ii. They receive feedback about products from the consumer
- iii. They make it possible for the consumer to buy goods individually
- iv. They are located near homes of people
- v. They advertise goods on sale through brochures every week eg. Shoprite brochures

4. Importance of the Consumer

- i. They give feedback on goods consumed
- ii. They provide markets for producer, wholesaler and retailer
- iii. They encourage the producer to produce more goods
- iv. They help to dispose off the litter such as plastics and tins used in packaging of goods.
- v. The purchase of goods helps in sustaining and developing the country economically as more shops and industries will be opened.

D. Name the Elements of International/Foreign/Interstate/External trade

i. Banks

The banks help in transfer of money from one country to another and also provide money exchange services.

ii. Advertising

This is the notice of something for sale or services offered. Therefore, most companies advertise their products.

iii. Transport

Goods and services are made available by moving them to areas of demand through air, water, road and railway transport.

iv. Insurance

It provides a cover for goods in transit in case of damage or theft

v. Tariffs

These are taxes levied on goods brought into or taken out of the country.

vi. Quotas

It is the amount of goods allowed in and out of the country within a given period of time.

vii. Exchange controls (Restriction of trade)

The government may also impose a limit on trade with other countries on what to be imported and not.

viii. Debt crisis

It is a situation where by a country fails to pay back debts it owes other countries or financial institutions.

Possible solutions to debt crisis

- i. Increasing exports
- ii. Putting a limit on imports
- iii. Lowering bank interest rates
- iv. Expansion of agriculture sector
- v. Reduction of government expenditure in non market sector

E. Name the recording of transactions in International/Foreign/Interstate/External trade

1. Balance of trade

It is the difference between the value of imports and exports over a particular period.

Types of balance of trade

i. Trade is balanced

It is when the country's imports are equal to exports

ii. Trade surplus (Favourable balance of trade)

It is when the country's exports are more than imports

iii. Trade deficit (unfavourable balance of trade)

It is when the country's imports are more than exports

2. Balance of payments

It is the difference in spending (payments) and earnings from the imports and exports.

Types of balance of payments

i. Balance of payments surplus (Favourable balance of payment)

It is when a country receives more foreign currency from exports but pays less foreign currency on imports.

ii. Balance of payments deficit (unfavourable balance of payment)

It is when a country receives less foreign currency from exports but pays more foreign currency on imports.

3. Invisible trade

It is the money paid in foreign currency for a service offered. E.g. paying for shipping of goods, tourism and insurance services

Types of invisible trade

i. Invisible exports

This is the money paid to an individual or company of a foreign country for the services offered. E.g. Paying a Japanese company to ship the vehicle from Japan to Zambia

ii. Invisible imports

This is the money received from a foreigner for accessing a service in a foreign country. E.g. Money received from an American who pays to see Victoria Falls in Zambia.

F. What are the reasons for trade?

- i. There is uneven distribution of resources in the world. Other have minerals and fuel others not.
- ii. There are climatic differences in the world that supports specific crops
- iii. Some countries have concentrated in specialisation of certain goods. Japan make Toyota while Germany make Mercedes BENZ vehicles
- iv. Some countries are more technologically advanced. Like Americans make phones but Africans countries nothing.
- v. To supplement domestic demands for goods
- vi. To earn from foreign exchange from imports and exports

G. Name the challenges associated with local and international trade

- i. Poor transport and communication network
- ii. Unfair competition

Predatory pricing this is the act of charging low prices to control the markets in order to force others out of market

Trade mark infringement this is the use of other companies name or logo to deceive customers

Trade libel this is the deliberate spread of false information to mislead customers on certain products so that they stop buying them.

- iii. Poor quality of products
- iv. Counterfeit(fake) products
- v. Porous borders
- vi. Lack of harmonised (common) standards
- vii. High risk of goods in transit
- viii. Long distance

H. Name the crimes associated with trade

- i. **Smuggling** – this is act of importing or exporting goods without paying duties at border points.
- ii. **Counterfeit products** this is the act of imitating original goods

Why people should avoid counterfeit products

- i. It encourages law breaker to continue
- ii. It leads to closure of genuine companies
- iii. It distorts standards of the country
- iv. It can lead to loss of life or disease infections
- iii. **Human and drug trafficking** – people and drugs are sold out
- iv. **Corruption** this is act of paying a public officer in return for a favour.
- v. **Fraud** – this is a deliberate deception to obtain money from a person through false pretence

I. Name the types of business organisation

1. **Sole Trader** –It is a business entirely owned by one person.
2. **Private Limited Company (PLC)**

It is a company restricted to few people who put their capital together. It is not open to general public.

3. Public Limited Company

It is a company formed by a group of people who put their capital together. It is open to general public.

J. What is a market?

It is any arrangement that allows a seller and buyer to get in touch with each other in person or through the agent

Types of markets

i. Metal exchange market

It is a market for the metal or ore such as copper, Zinc, cobalt. Eg London metal exchange

ii. Stock Exchange Market

It is a market for selling and buying of company shares e.g. Lusaka Stock Exchange (**LUSE**)

K. What is a Paris Club?

It is a name given to a group of rich countries which lend to third world countries/developing/emerging countries like Zambia.

L. Name the international institutions that offer money to Zambia

- i. The world bank
- ii. The international Monetary Fund (IMF)
- iii. The African Development Bank (ADB)

TOPIC 21: REGIONAL ORGANIZATION

1. What is a regional organization?

ans it is an organisation whose members belong to a certain geographical region

2. List some of the regional organization where Zambia is a member.

- (i) Southern Africa Development Community (SADC)
- (ii) Common Market For Eastern And Southern Africa (COMESA)
- (iii) African Union (AU)
- (iv) New Partnership For African's Development (NEPAD)

SOUTHERN AFRICAN DEVELOPMENT COMMUNITY (SADC)

1. When was SADC formed?

ans 1st April, 1980

2. SADC was formerly known as

ans southern African development co-ordination conference (SADCC)

3. In which year did SADCC change to SADC

ans 17th August, 1992

4. In which country did the summit to change SADCC to take place?

ans Windhoek, Namibia

5. Where are the headquarters of SADC?

ans Gaborone, Botswana

6. Name the 15 member country of SADC.

ans angola, DRC, Botswana, Lesotho, Madagascar, Malawi, Mauritius, Mozambique, Namibia, Seychelles, south Africa, Swaziland, Tanzania, Zambia and Zimbabwe

7. Name the two main aims of SADC?

- ans (i) to promote national political liberation in southern Africa
- (ii) to reduce interdependence on south Africa during the Apartheid era.

8 Name any three objectives of SADC?

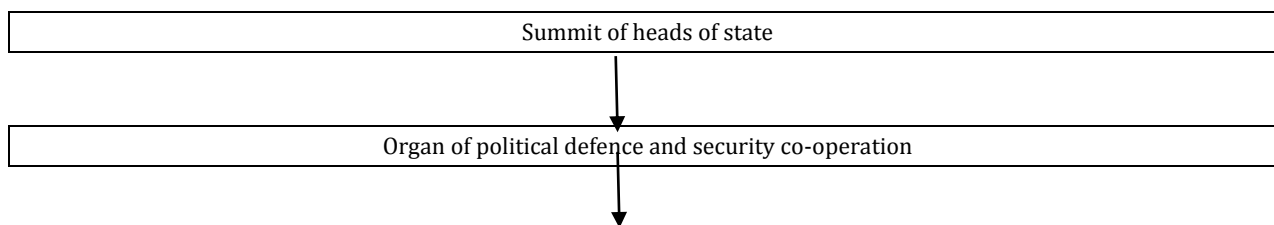
- ans (i) to promote and defend peace and security.
- (ii) to create common political values system and institutions.
- (iii) to promote self- sustaining development.

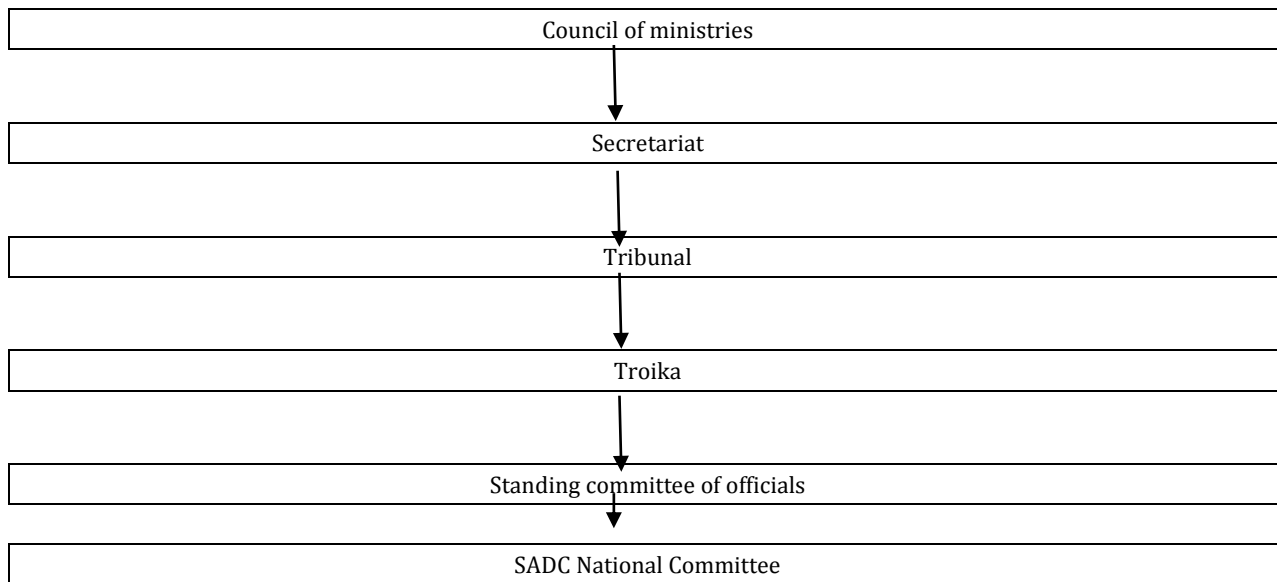
9. Name any five functions of SADC?

- ans (i) combating hiv and aids.
- (ii) promote peace and security.
- (iii) promote quality standards of life.
- (iv) promotes economic and political development.
- (v) promotes self-sustainable development.

10. List down the organisation structure of SADC?

Ans





1. Summit of heads of state or government.

it is the highest or supreme level of authority.
 it makes the policies of SADC.
 it meets once every year
 it is made up of heads of state.

2. Organ and political, defence and security co-operation

it is responsible for promoting peace and security in the SADC region.
 it is headed by a head of state elected every year.

3. Council of ministers

it is responsible for planning and supervising all activities of SADC
 it is made up of one minister from each member of state.
 it advises the summit on SADC policies.

4. Secretariat

it plans and manages SADC programmes.
 it's headed by an executive secretary appointed every after four years.

5. Tribunal

it is the legal advisory body of SADC.
 it is made up of 10 judges
 it deals with any disputes in SADC.

6. Troika ministerial committees

it makes sure that development plans for SADC are implemented.
 it ia made up of ministers from each SADC member state.

7. Standing committee of officials

it advises the council of ministers
 it ia made up of officials that deals with economic planning of finance from each SADC member state.

8. National committee

it helps to prepare SADC policies and strategies.
 it prepares new projects for SADC.
 it is made up of government, private and civil society officials for each SADC member state.

9. How does Zambia benefit from being a member of SADC?

it is helped to achieve development and economic growth.
 it is helped to alleviate poverty.
 it is helped to improve the quality of standard of life.
 it is helped to promote and defend peace and security.

10. Name the two languages used in SADC/

English and Portuguese

COMMON MARKET FOR EASTERN AND SOUTHERN AFRICA COMESA

1. When was comesa formed?

ans 18th December, 1994

2. What is the former name for comesa?

ans preferential trade area(PTA) for eastern and southern Africa.

3. When was the preferential trade area (PTA) for eastern and southern Africa formed?

ans 1981

4. When did the preferential trade area (PTA) for eastern and southern Africa change its name?

ans 8th December, 1994

5. Name the 20 member countries of comesa

ANS BURUNDI, COMORAS, DEMOCRATIC REPUBLIC OF CONGO (DRC) LESOTHO, EGYPT, ERITREA, ETHIOPIA, KENYA, NAMIBIA, MADAGASCAR , MALAWI, MAURITIUS, RWANDA, SEYEHELLES, SUDAN, SWAZILAND, TANZANIA, UGANDA, ZAMBIA AND ZIMBABWE

6. Name the two countries that pulled out of comesa in 1997?

ans angola and monzambique

7. Name the two countries that have joined comesa recently?

ans Libya and dj'bourti

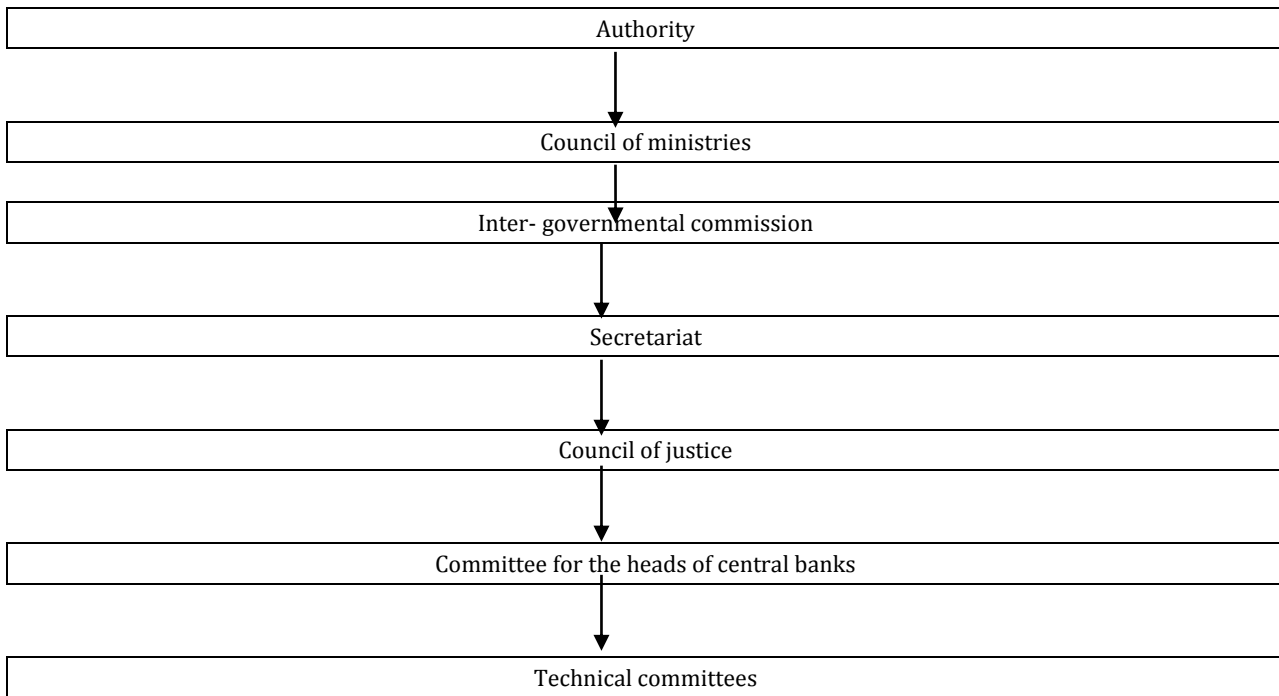
8. Where are the headquarters of comesa?

ans Lusaka- Zambia

9. Why was comesa created?

to create a big economic environment within the region in order to attract and assure local and foreign investors.
to create a wider market for its members.

10. Outline the organizational structure of comesa



1. authority

it is the highest of supreme policy making organ of comesa.
it is made up of heads of state.
it directs and controls all comesa functions.
it meets once per year

2. council of ministers

it is the second highest or supreme policy making organ of comesa.
it prepares the agenda for the summit.
it is made up of ministers from each country.
it makes decisions on administration and financial management.

3. inter- government commission

it is made up of experts or people skilled in various jobs.
the experts co-ordinates with the council of ministers on the activities of comesa.

4. secretariat

it is responsible for the administration of comesa.
it is headed by the secretary general
he/she tenure of office is 4 years.

5. court of justice

it is the judicial organ which handles all legal matters of comesa
it is headed by a judge president.

it consists of 6 other judges.

6. committee for the heads of central bank

it makes financial and budgeting decisions

7. technical committees

there are about 12 different technical committees on agriculture legal affaires, tourism and wild life, trade and monetary affairs. these committees prepare programmes and make sure that they are implemented.

AFRICAN UNION (AU)

1. What is the former name of African union?

ans organization of African unit (OAU)

2. When was the organization of African unity (OAU) now called?

ans African union(AU) formed on 25th may, 1963

3. When did the organization of African unity OAU) change to African union (AU)?

ans 9th July, 2002.

4. Where are the headquarters of African union (AU)?

ans Addis Ababa, Ethopia

5. Where was the idea of forming organization of African unity (OAU) copied from?

ans pan- African or pan- African movement

6. In which country was the summit to change OAU to AU held?

ans South Africa

7. Who was the chairperson of organization African unity (OAU) when it changed to African union (AU) on 9th July 2002 in South Africa

ans Thabo Mbeki- South African president

8. Name any two functions of AU?

promoting unity and solidarity among the African states.

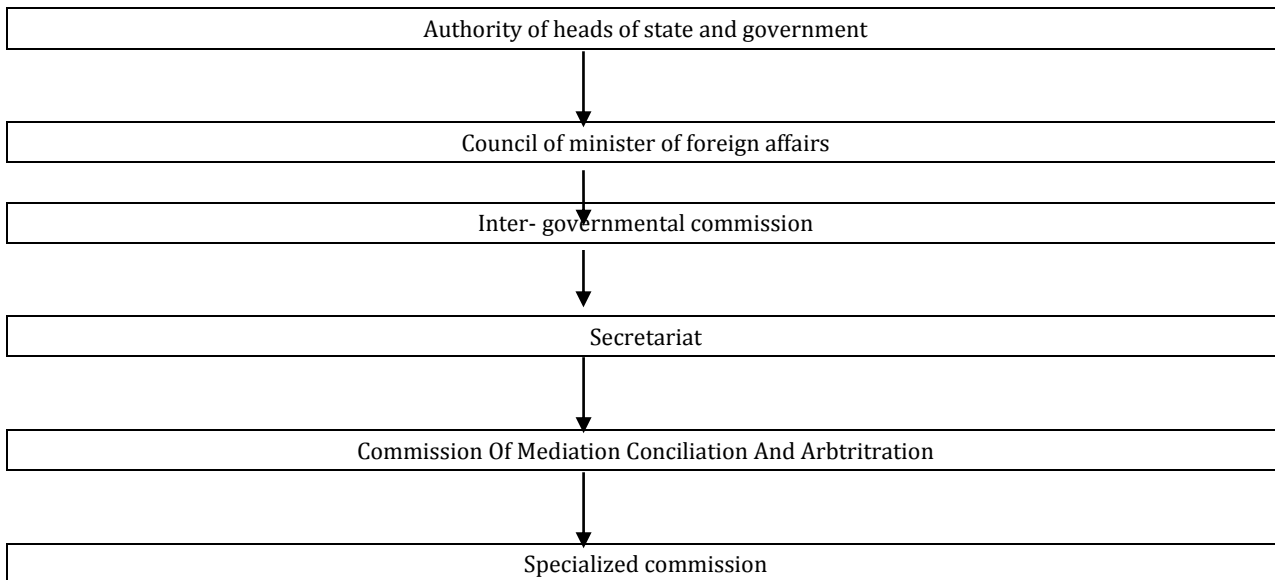
co-ordinating effects to achieve better life for Africans.

9. Mention any two objectives of AU.

to unite African states.

to promote co-operation among member states

10. Write down the structure of AU.



11. **Assembly of heads of state** is the supreme policy making organ of AU

12. What name is given to the AU organ made up of foreign affairs ministers from each member country?

ans council of minister of foreign affairs

13. What do call the chief administrative affair of AU?

ans Secretary General

14. What name is given to the administrative body of AU?

ans secretariat

15. How many countries and kingdoms are members of AU?

ans 52 countries and 2 kingdoms (Lesotho and Swaziland)

16. Name the main aim of AU?

ans to get rid of all forms of conciliation and white minority rule

17. **What name is given to the organ of AU made up of mps from different countries?**

ans Pan- African Parliament (PAP)

18. **In which year did Morocco withdraw from African union (AU)?**

ans 1984

THE NEW PARTNERSHIP FOR AFRICAN'S DEVELOPMENT (NEPAD)

1. **When was NEPAD adopted?**

ans 11th July 2001- Lusaka Zambia

2. **Why was NEPAD created**

to promote economic development programmes of African union

3. **Who are the founding countries of NEPAD?**

ans Algeria, Egypt, Nigeria, Senegal and South Africa

4. **How many countries are members of NEPAD?**

ans 50 countries

5. **Where are the headquarters of NEPAD?**

ans Midrand- South Africa

6. **What name is given to the person who heads the secretariat of NEPAD?**

ans Chief Executive Officer (CEO)

7. **What are the main functions of NEPAD**

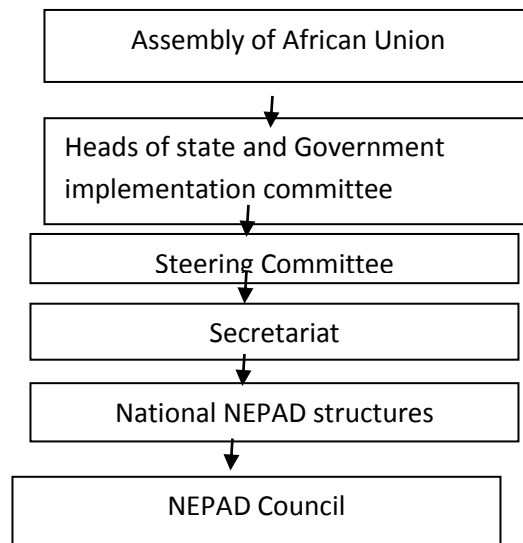
to eradicate poverty

to promote sustainable growth and development

to promote empowerment of women

to integrate African into the global economy

8. **Name the structure of NEPAD**



9. **Name the benefits of Zambia membership of regional organisation**

- a. access to wider market
- b. infrastructure development
- c. employment opportunities
- d. attract investment
- e. access to technical assistance and expertise
- f. promote cross – border trade
- g. promote common traffics and policy trade
- h. promote studies of environmental problems
- i. promote research programmes on different diseases

INTERNATIONAL ORGANISATION

1. **What is international organization?**

ans it is an organization that has members from different parts of the world.

2. **Name the international organization in which Zambia is a member**

United Nations (UN)

Commonwealth

UNITED NATIONS (UN)

1. When was the United Nations (UN) formed?

ans 24th October, 1945

2. In which country was UN formed?

ans san Francisco – USA

3. Which international organization was formed before UN?

ans league of nations- 1918

4. Where are the headquarters of UN?

ans new York – USA

5. Which international organization shares the same birthday with Zambia on 24th October?

ans United Nations (UN)

6. Why was the United Nations (UN) formed?

to promote peace in the world

to prevent war in the world

7. How many countries are members of the United Nations (UN)?

ans 192 countries

8. Name any two missions of United Nations (UN)

To maintain world peace

To develop good relation between countries

To encourage respect for human rights

9. Name any two functions of United Nations (UN)

Maintaining international peace and security

Promote economic development

Promote human rights

10. Name the two qualifications for UN membership.

Peace, Loving Country

Self Governing Country

11. Name the six organs of the United Nations (UN)

a. General Assembly

b. Security Council

c. Secretariat

d. Economic and Social Council

e. Trusteeship Council

f. International Court Of Justice

12. Briefly discuss each of the six organs of the United Nations (UN).

i. General Assembly

-made up of 192 countries

-each country has one vote (single vote)

-meets once per year

-accept new members to UN

-Act as parliament of UN

ii. Security Council

-made up of 15 countries

-5 out of 15 countries are permanent members these are United States of America (USA), Britain, France, China and Russia.

-10 out of 15 countries are Non-permanent members and are elected every after 2 years

-this organ is responsible for maintain peace and settle disputes worldwide

iii. Secretariat

-is headed by Secretary General

-he/she is the Chief Administration officer of UN

-he/she is appointed every after 5 years

-he/she act as spokesperson of UN

-this organ is responsible for administration various UN programs

-this organ act as civil service of UN

-it provides people to translate the 6 official languages of UN and these are **English, French, Chinese, Arabic, Spanish and Russian.**

no	Name	Country of origin	nationality	period
1	Trygve Lie	Norway	Norwegian	2/02/1946 to 10/11/1952
2	Dag Hammarskjold	Sweden	Swedish	10/04/1953 to 18/09/1961
3	Myint-U- Thant	Burma	Burmese	30/11/1961 to 31/12/1971
4	Kurt Waldheim	Austria	Austrian	01/01/1972 to 31/12/1982
5	Javier Perez De Cuellar	Peru	Peruvian	01/01/1982 to 31/12/1991
6	Boutros Boutros -Ghali	Egypt	Egyptian	01/01/1992 to 31/12/1996
7	Kofi Annan	Ghana	Ghanaian	01/01/1997 to 31/12/2006
8	Ban Ki-Moon	South Korea	South Korean	01/01/2007 to 31/12/2016
9	Guterres Antonio	Portugal	Portuguese	01/01/2017 to date

iv. Economic and Social Council (ECOSOC)

- made up of 54 countries elected every after 3 years
- Co-ordinates and supervises the UN specialized agencies
- meets 2 times in a year
- promotes human rights
- prepares draft convections

v. Trusteeship Council

- protects countries that are not yet independent
- promotes independence of countries

vi. International Court of Justice

- made up of 15 judges who serve for 1 year elected by General assembly and security council
- it is the judicial organ of UN
- it deals with any legal matters from members of UN
- its headquarters in **Hague-Netherlands (Holland)**.

13. Which UN secretary General died on 18th September, 1961 in a plane crash in Ndola Zambia on a peace keeping mission to Congo DRC?

Dag Hammarskjold

14. Name two former Secretary General of United Nations that came from Africa

Boutros Boutros -Ghali and Kofi Annan

15. List the specialized agencies of United Nations (UN)

no	Acronym	Specialized agency of UN	Functions	Head Quarters	Year Established
1	ILO	International Labour Organisation	-Settle labour disputes -offer advice on employment	Geneva-Switzerland	1946
2	WHO	World Health Organisation	-set health policies -monitoring, assessing and evaluating of health programmes	Geneva-Switzerland	1948
3	UNDP	United Nations Development Programme	-plan and implement economic policies -offers economic and technical assistance	New York -USA	1965
4	UNESCO	United Nations Educational, Scientific and Cultural Organization	-promotes preservation cultural values and heritage -promote freedom of the press(media)	Paris- France	1946
5	FAO	Food and Agriculture Organisation	-raising the levels of nutrition for all people -improving standards of living for all people	Rome-Italy	1945
6	UNICEF	United Nations International Children's Emergency Fund	-meets the needs of the children -offers primary health care	Geneva-Switzerland	1946
7	UNHCR	United Nations High Commission for Refugees	-helps refugees to return to their countries -offer basic needs to refugees	Geneva-Switzerland	1945
8	WB	World Bank	-offers financial assistance to countries -help to reduce poverty in countries	Washington DC-USA	1944
9	IMF	International Monetary Fund	-promote international co-operation on economic matters -helps countries on balance trade and	Washington DC-USA	1945

			payments		
10	WTO GATT	World Trade Organization formerly known as General Agreement on Tariffs and Trade (1946)	-administer multilateral and bilateral trade -resolve trade conflicts among members	Geneva-Switzerland	1995
11	UNIFEM	United Nations Development Fund for Women	-helps in women projects and empowerment -promote women participation in planning and decision making	New York-USA	1976
12	UNEP	United Nations Environmental Programme	-creates environmental awareness -promotes environmental programs	Nairobi-Kenya	1972
13	UNFPA	United Nations Population Fund	-offers information on population growth and family planning -offers financial assistance to population projects such as Census.	New York-USA	1969
14	UNWTO	United Nations World Tourism Organization	-It formulates tourism policies -it advises countries on tourism matters	Madrid-Spain	1967
15	UNIDO	United Nations Industrial Development Organization	-promotes industrial development -promotes international industrial co-operation	Vienna-Austria	1957

16. Name the benefits of Zambia's membership to United Nations (UN)

- i. UN specialized agencies supports and promotes health programmes
- ii. UN specialized agencies supports and promotes education, science and culture programmes
- iii. UN specialized agencies give loans to Zambia
- iv. UN specialized agencies offers advice on how to manage money related issues
- v. UN specialized agencies increases food production in the country
- vi. UN specialized agencies assists children in health, education and nutrition matters

COMMON WEALTH

1. What is Commonwealth?

It is a group of countries that were once colonized by Britain

2. **Name the international organization that has no charter.** Common wealth
3. **What name is given to a diplomat who represents the country in a former colony of Britain?**

High Commissioner

4. **What name is given to a diplomat who represents the country in a non former colony of Britain?** Ambassador
5. **Who is the head of the commonwealth?** King or Queen of Britain
6. **What is the major principle of the commonwealth?** To promote co-operation and tolerance
7. **Who is the chief officer of the common wealth?** Secretary General
8. **Where are the headquarters of the commonwealth?** London
9. **Mention any two aims of commonwealth**

-to promote international peace and security

-to promote human equality and dignity

10. Name the structures of commonwealth

1. Commonwealth Heads of States Conference
2. Finance Ministers' Conference
3. Commonwealth Secretariat
4. Secretary General
5. High Commissioners

11. Name the benefits of Zambian's membership to commonwealth

- i. Political co-operation
- ii. Military co-operation
- iii. Commonwealth parliamentary association
- iv. Economic co-operation

12. Name the organizations under the commonwealth

- i. Commonwealth Development Corporation
- ii. British Ministry of Overseas Development
- iii. Education Co-operation
- iv. Medical Co-operation
- v. Medical Equipment and Medicines

INTERNATIONAL VOLUNTARY ORGANISATION AND DONOR AGENCIES

1. What is voluntary service?

It is an activity done without paying or reward and without being forced.

2. What is a voluntary organization?

It is a group of people who do activities without being paid or rewarded and without being forced.

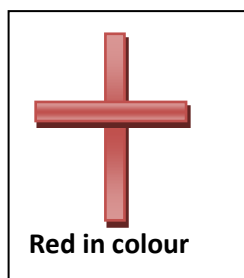
3. Give examples of international voluntary organization

- Red cross
- Lions (Lion Club)
- Rotary international
- Jaycees
- Oxfam
- Cheshire

4. Who is the founder of Red Cross?

Jean Henry Dunant from Switzerland

5. Draw the symbol red cross



6. When was the Red Cross formed? 1859

7. Where are the headquarters of Red Cross? Geneva-Switzerland

8. Give five services offered by the Red Cross

- Primary health care
- First aid
- Welfare services
- Blood donation
- Disaster preparedness

9. Red cross in Muslim countries is called Red crescent.

10. What do we call the aid that is received by a poor country from a richer country? Bilateral aid

11. Give examples of bilateral aid agencies from richer countries

- Swedish International Development Agency (SIDA) from Sweden
- Finnish International Development Agency (FINNIDA) from Finland
- United States Agency for International Development (USAID) from United States of America
- Japanese International Co-operation Agency (JICA) from Japan

12. What do we call the aid received from an international financial institution such as World bank?

- Multilateral Aid

13. Give examples of multilateral agencies

- World bank
- African Development Bank (ADB)
- International Monetary Fund (IMF)