

ZABS

Zambia Bureau of Standards

"For Safety and Quality Assurance"

ANNUAL REPORT 2024



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Acronyms

ARSO	African Organization for Standardisation
AFSEC	Africa Electrotechnical Standardisation Commission
CAPEX	Capital Expenditure
CLSS	Certified Local Suppliers Scheme
8NDP	Eighth National Development Plan
EIZ	Engineering Institute of Zambia
EMS	Environmental Management System
GAP	Good Agricultural Practices
GBV	Gender Based Violence
HACCP	Hazard Analysis Critical Control Point
ISO	International Organization for Standardisation
ICT	Information and Communication Technology
IoDZ	Institute of Directors Zambia
KENAS	Kenya Accreditation Service
MBS	Malawi Bureau of Standards
MCTI	Ministry of Commerce Trade and Industry
MRAs	Mutual Recognition Agreements
MSME's	Micro, Small and Medium Enterprises
NSS	National Standardisation Strategy
NQI	National Quality Infrastructure
QMS	Quality Management System
SADC	Southern Africa Development Community
SAZ	Standards Association of Zimbabwe
SADCAS	Southern Africa Development Community
SADCSTAN EXCO	SADC Cooperation in Standardisation Executive Committee
SQA	Standardisation Quality Assurance
TCs	Technical Committees
WTO	World Trade Organization
ZABS	Zambia Bureau of Standards
ZDA	Zambia Development Agency
ZMA	Zambia Metrology Agency
ZACCI	Zambia Chamber of Commerce and Industry
ZAM	Zambia Association of Manufacturers
ZATP	Zambia Agribusiness and Trade Project

About Us

The Zambia Bureau of Standards is a statutory body under the Ministry of Commerce, Trade and Industry established in 1982. It implements the Standards Act No. 4 of 2017 of the laws of Zambia which repealed the CAP 416 of 1994.

The Standards Act No. 4 of 2017 mandates ZABS to provide Standardisation and Quality Assurance of products and services through the setting of national standards and the provision of conformity assessment services to industry.

Vision



A globally recognized institution of excellence in promoting quality goods and services for improved lives

Mission



Provide Standardisation and Quality Assurance services for a competitive industry



Values

Transparency

We will act visibly and justifiably to promote participation and accountability

Accountability

We shall be accountable to all our stakeholders for all our actions

Collaboration

Through collaboration with strategic partners, we will multiply our contribution

Customer Focus

We will seek to add value to our customers and commit to tailor solutions towards meeting their needs

Innovation

We will embrace new ideas and new technologies in order to serve our stakeholders better

Integrity

We are honest, morally upright and conduct ourselves beyond reproach. We conduct our business in an objective manner adhering to the prescribed standards

Our Functions

The functions of the Bureau as provided in the Standards ACT No. 4 of 2017 among many others include;



Develop, publish, maintain or withdraw
Zambian National Standards and related normative publications serving the Standardisation needs in Zambia;



provide a voluntary certification mark scheme for the assurance of product conformity to standards;



Promote quality health and safety standards for commodities, products and services;



Facilitate efficiency in industry and promote trade through Standardisation;



Facilitate training in, and provide public education on, standards and quality assurance



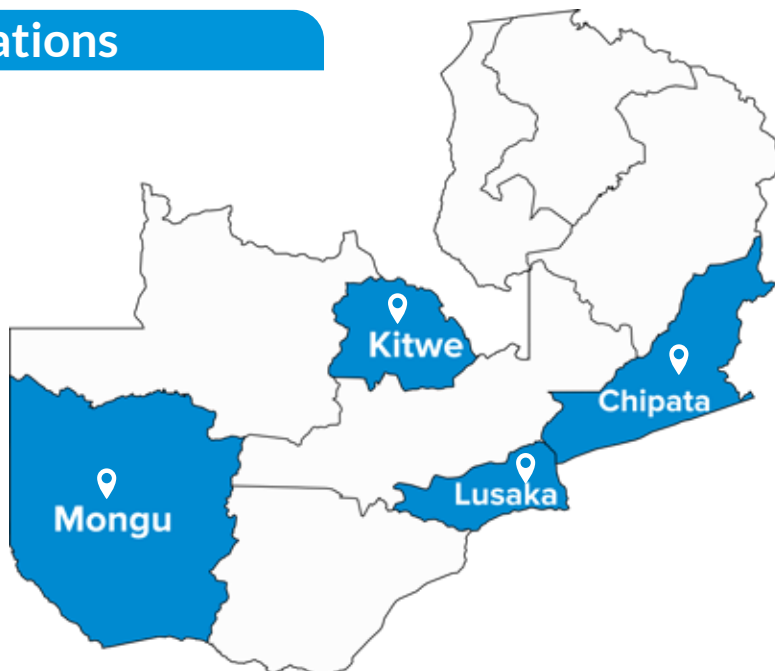
Operate as the National Enquiry Point, in consultation with the relevant Ministries;

Strategic Objectives

ZABS commits to pursuing the following Six Strategic Objectives to attain the strategic results and ultimately the vision. The six strategic Objectives are:

- Improve Standardisation and Quality Assurance Services
- Enhance Stakeholder Engagement
- Enhance Resource Mobilisation and Financial Management
- Improve Internal Systems
- Enhance Human Capital
- Improve institutional infrastructure and equipment

Our Locations



Board and Management of the Bureau



Mbobe C. Nyondo
Chairperson



Fronscen H. Chisanga
V/Chairperson



Dr. Beatrice Botha
Member



Dr. Chibwe Chisala
Member



Mariah Mulenga
Member



Musyani Siwelwa
Member

Management of the Bureau



Nathan Sing'ambwa
Executive Director



Belinda S. Kancheya
Director Technical Services



Alex Mubita
Director Finance and Corporate Services



Vincent Numbwa
Director Audit, Risk and Compliance/Board Secretary



Stephen Mazimba
Standards Development and Training Manager



Sarah S. Mumba
Certification Manager



Dickens Chisengalumbwe
Testing Laboratories Manager



Monde Kanyanga
Human Resource and Administration Manager

Board Chairperson's Foreword



“ I am pleased to share with you the 2024 Annual Report for the Zambia Bureau of Standards (ZABS). This past year was one of steady progress as we focused on enhancing our service delivery and aligning our efforts to meet our strategic objectives. ”

In the 2023 Annual Report, we emphasized the Board's focus on strengthening ZABS within the National Quality Infrastructure (NQI) to support the quality advancement of industry. This report offers a reflection on the achievements we have scored so far, the lessons we have learned, and the foundation we are laying for continued progress in 2025 and beyond.

a. The Decentralization of ZABS Services

At the start of 2024, we took steps to decentralize ZABS services in an effort to bring the services closer to industry. This led to the official opening of a regional office and laboratory in Kitwe, Copperbelt Province. The regional office and laboratory will serve the needs of industry on the Copperbelt and surrounding areas. Our next priority as a Board, will be to ensure that the laboratory is fully equipped to meet client needs and ensure the office has adequate staff to meet the growing demands for ZABS. Looking ahead, we plan to establish another regional office in Choma, Southern Province.

b. Enhanced Partnerships

In April 2024, the Bureau signed a Memorandum of Understanding (MoU) with the Standards Association of Zimbabwe (SAZ) during the Standardization and Business Leaders Conference in Victoria Falls, Zimbabwe. This MoU represents a key milestone in strengthening trade relations between Zambia and Zimbabwe, as it establishes

a framework for implementing uniform standards and procedures for the inspection and testing of traded goods, ensuring compliance with internationally recognized quality benchmarks.

Alongside the SAZ Board Chairperson, Mrs. Rose Mpofu, we had the honor of witnessing the signing ceremony which was officiated by the Zimbabwe Minister of Industry and Commerce, Hon. Ngobizitha M. Ndlovu, and Zambia's Ambassador to Zimbabwe, His Excellency Mr. Derrick Livune. The two Chief Executive Officers (SAZ and ZABS) formally signed the Agreement, reinforcing our commitment to advancing regional trade through standardization.

As a Board, we look forward to forging additional partnerships that will be instrumental in achieving the Bureaus' strategic objectives.

c. Attainment of the International Organisation for Standardisation (ISO) Full Membership

Standards Development is a core function of the Zambia Bureau of Standards. Ensuring maximum participation from stakeholders in the standards development process at national, regional and international level is important to advancing standardisation.

The Bureau is pleased to have attained ISO full membership from that of a correspondent member which was effective 1st October 2024. With

this upgrade to full membership, Zambia is now better positioned to influence the development of standards that will not only benefit our economy but also ensure that industries remain competitive in the international market. The country will now have a say on the development of international standards, as it is expected that nominated subject matter experts will be members of selected ISO Technical Committees (TC's) and participate in ISO TC meetings of interest to Zambia.

d. Leveraging Technology for Efficient Service Delivery

The Bureau continues to make steady progress in leveraging technology to enhance service delivery and engagement with stakeholders. A key initiative undertaken in 2024, in line with our commitment to embracing technology, is the introduction of Quick Response (QR) Codes to verify the certification status of products and services.

Building on our 2023 campaign to expose unauthorized use of the ZABS quality mark, a campaign that remains ongoing, this initiative will ensure that companies properly obtain and use the ZABS quality mark. The system will enable

consumers, regulators and the general public to verify a product or company's certification status instantly. By doing so, it will enhance integrity and prevent deception by entities falsely claiming certification.

It is expected that this service will be launched in the second quarter of 2025. Beyond this initiative, the Bureau remains committed to implementing further technological advancements across its services and we will continue to update our stakeholders on these developments.

As we reflect on these achievements, I would like to thank our parent ministry, the Ministry of Commerce, Trade and Industry, for their oversight in guiding the Bureau in the execution of its mandate. I also thank our cooperating partners for their continued support. Furthermore, I commend the ZABS Management and Staff for their dedication and hard work, particularly when tasked with challenging assignments, ensuring that we consistently meet our objectives and deliver results.

Mbobe C. Nyondo
BOARD CHAIRPERSON

CORPORATE GOVERNANCE

Governance & Strategy: Year in Review

The Zambia Bureau of Standards (ZABS) Board remains committed to providing strong leadership and governance to drive the institution towards the attainment of its strategic objectives, as outlined in the 2022-2026 Strategic Plan. Over the past year, the Board has guided on key policy decisions, promoted stakeholder engagement and supported initiatives to improve operational efficiency.

Through active governance and strategic oversight, the Board carried out an important role in strengthening ZABS impact and contribution to national development.

Below are some of the key activities the Board carried out during the year under review;



ZABS Board Chairperson Mr. Mbobe C. Nyondo shakes hands with SAZ Board Chairperson Mrs. Rose Mpfu after witnessing the MoU signing at the Standardisation and Business Leaders Conference in Victoria Falls, Zimbabwe.



Minister of Commerce, Trade and Industry Hon. Chipoka Mulenga (center) with ISO Secretary General Mr. Sergio Mujica, Permanent Secretary Mr. Crusivia Hichikumba (5th left), ZABS Board Member Mr. Musyani Siwelwa (5th right), and other officials after a breakfast meeting during the ISO SG's visit to Zambia.



MCTI Permanent Secretary - Investment & Industrialisation, Mr. Crusivia Hichikumba (left) speaks with ZABS Acting Board Vice Chairperson Mrs. Fronscen Chisanga (centre) and an MCTI official at the Agriculture and Commercial Show in Lusaka.



Minister of Mines Hon. Paul Kabuswe (3rd from left) with ZABS Board Chairperson Mr. Mbobe C. Nyondo (right) at the Mining Insaka, at the Mulungushi International Conference Centre.



ZABS Board Chairperson Mr. Mbobe C. Nyondo (2nd from right) alongside Board Members Dr. Chibwe Chisala (left) and Ms. Mariah Mulenga, with ZABS Executive Director Mr. Nathan Sing'ambwa, at the Agriculture and Commercial Show in Lusaka.



Minister of Commerce Trade and Industry Hon. Chipoka Mulenga (right) officially opens the ZABS Regional Office and Laboratory in Kitwe, as ZABS Board Chairperson Mr. Mbobe C. Nyondo looks on.

Corporate Governance



ZABS Board Members Dr. Chibwe Chisala (right) and Ms. Mariah Mulenga listening to Minister of Commerce Trade and Industry Hon. Chipoka Mulenga (not in picture) before the Zambia Annual Quality Awards.



Dr. Beatrice Botha, ZABS Board Member, following the proceedings at the Zambia Annual Quality Awards Gala Dinner.

Executive Director's Statement



“

I am delighted to present an overview of the 2024 performance for the Zambia Bureau of Standards with audited financial statements. Our performance as ZABS in 2024 was satisfactory.

While the journey was not without its challenges, we made notable strides that we are proud to present in this annual report for 2024.

”

The increased uptake of our services in 2024 shows that there is continued demand. This demand underscores the importance that industry attaches to ensuring their products and services align with international best practices, particularly as businesses seek to expand their markets beyond national borders. Standards play a pivotal role in meeting trade requirements, ensuring safety and quality among other benefits. I am confident that industry will maintain its commitment to applying and adhering to standards in 2025 as it has done in the past.

During the period under review, a total of 10,626 product samples were tested compared to 9,362 samples received in 2023. Despite the challenges posed by the energy deficit, industry remained committed to adhering to quality requirements by consistently submitting samples for testing, even under difficult circumstances. The demand for product certification witnessed significant growth with 413 products certified and awarded the ZABS mark of quality compared to 274 products certified in 2023. Under the Certified Local Supplier Scheme, a total of 89 SME products were certified compared to 85 in 2023. Additionally, 20 new management system certificates were issued compared to 24 issued in 2023.

A total of 82 MSME training sessions were conducted in 2024 compared to 80 in 2023 while 44 training sessions to Large Enterprises were conducted

compared to 27 in 2023. The Bureau recorded a total of 469 national standards that were published in 2024 compared to 491 in 2023. The Bureau remains committed to supporting industry in meeting regulatory and market requirements through promoting the application of standards and quality assurance services and extending its capabilities to cover emerging areas to meet the ever-changing needs of industry.

Other key activities for the year among others include;

a. ARSO Eco Mark Certification and Accreditation

In December 2024, the African Organisation for Standardisation (ARSO) awarded the Bureau a certification license to conduct audits and certifications under the Eco Mark Africa Scheme for Sustainability and Eco-labelling. Additionally, ZABS received its ISO/IEC 17065:2012 accreditation certificate from the Kenya Accreditation Service (KENAS). The accreditation attained adds value to the certifications the Bureau issues and it will ensure international recognition for certified clients, facilitating smoother trade, building trust in international markets and creating new opportunities for businesses. We have further continued to maintain SADCAS accreditation for our testing laboratories under (17025) and certification services (for ISO 17021 and ISO 17065) across selected parameters and schemes respectively. Our commitment is to continue increasing on the scopes for the two services

b. Signing of MoU with the Zambia Chamber of Commerce and Industry (ZACCI)

We successfully renewed our Memorandum of Understanding (MoU) with the Zambia Chamber of Commerce and Industry (ZACCI), further strengthening our long-standing partnership. This renewal reflects the commitment of both institutions to leveraging their collaboration for mutual benefit. The MoU aims to enhance trade and industry through standardisation by facilitating communication and information exchange on standards, promoting stakeholder participation in standards development, strengthening the application of national standards in industry and increasing private sector involvement in regional and international standards. This partnership will support businesses in meeting regulatory requirements, accessing new markets and improving the competitiveness of Zambian goods and services, particularly within the framework of the African Continental Free Trade Agreement (AfCFTA) and other trade protocols.

c. Institute of Director of Zambia Best Overall Corporate Governance Award

In 2024, ZABS received the Best Overall Corporate Governance Award from the Institute of Director of Zambia (IoDZ) in recognition of its efforts in promoting good governance in Zambia. Through collaborations with IoDZ and other organisations, ZABS has contributed to strengthening corporate governance in Zambia and the SADC region. The IoDZ highlighted some of the achievements the Bureau has made including its collaboration with National Standards Bodies (NSBs) in the SADC region to harmonize standards for trade facilitation, its engagement with NSBs to enhance cooperation and establish agreements, and its development of standards for the various sectors of the economy,

The award was presented to ZABS during an IoDZ gala dinner which was held on the sidelines of the Annual General Meeting in Livingstone in July 2024.

d. AfriSAFE Government Agency Merit Award

The Bureau was honoured to have won the 2024 AfriSAFE Government Agency Merit Award. The award was given to ZABS for its commitment to fostering health and safety excellence in the

workplace. The award recognizes organizations that prioritize health, safety and employee well-being. This award was received during the 6th AfriSAFE Congress held in Livingstone, in November 2024. ZABS was among 47 companies that were recognized out of 11,000 nominations. ZABS has been leading the way in training industries on workplace safety and management system standards, with over 200 participants trained between May 2023 and July 2024.

e. Increased Stakeholder Engagements

Stakeholder engagements remain one of our most valuable tools for building strong relationships and ensuring we meet stakeholder needs and expectations. During the period under review, we intensified these efforts, extending our reach to include the public sector. We conducted 104 stakeholder engagements, demonstrating our commitment to meaningful interaction. These engagements not only enhance our service delivery but also provide valuable insights on how stakeholders expect us to improve and upscale our services.

Focus for 2025

There is a lot of work ahead for us in 2025, particularly as we focus on expanding the capacity of our regional office in Kitwe and satellite laboratories in Chipata and Mongu. My team is fully prepared for the task ahead and we will channel our efforts towards achieving our objectives for 2025. Additionally, we initiated a mid-year review of our strategic plan to assess our progress and identify necessary adjustments to stay on course toward achieving our 2022-2026 Strategic Plan objectives. With this review, it is envisaged that we will identify areas where we need improvement and make the necessary adjustments to ensure we remain on track towards achieving our strategic objectives and ultimately our mission of providing standardisation and quality assurance services for a competitive industry.

Nathan Sing'ambwa
EXECUTIVE DIRECTOR

The image is a solid blue background with two large, light blue curved shapes. One shape is in the top right corner, and the other is in the bottom left corner. The text is centered in the middle of the page.

PERFORMANCE OVERVIEW

1.0 Standards Development

Standards are important for any economy because they ensure safety, quality and reliability in products and services. They help businesses produce goods that meet set requirements, making them more competitive in local and international markets. During the year under review, a total of 469 standards were published in various sectors of the economy. Table 1 provides a detailed summary of the standards development activities.

Table 1: Summary of Key Performance Indicators

KPI/programme	2024		2023	
	Actual	Target	Actual	Target
1 Standards Published/Approved	469	388	491	388
2 Standards Sold	563	600	462	600
3 Revenue - Sale of Standards (ZMW)	394,939	585,640	336,888	585,640

1.1 National Standards writing

During the period under review the Bureau worked on a number of projects at various stages of standards development process as highlighted in figure 1.

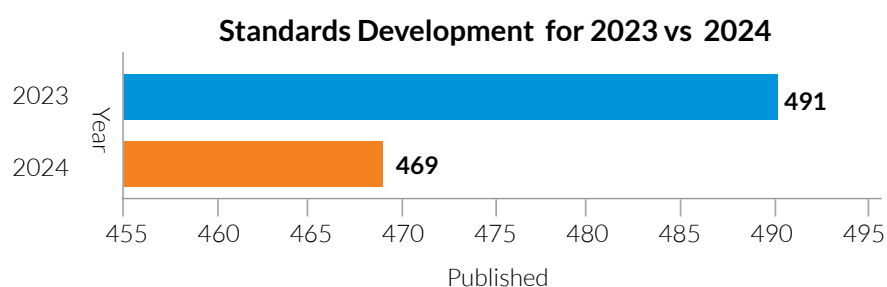


Figure 1: Summary of Standards Development

1.2 Regional and International Standards Development activities

ZABS participates in various regional & international standards development/harmonisation activities under different technical committees. During the period under review, ZABS continued to follow a total of 360 regional and international standards development projects. The Bureau also participated in sixty two (62) Regional meetings. Table 2 shows a summary of projects under regional and internal standards development organisations.

Table 2: Summary of Standards Development - Projects under Harmonization.

Regional / International Standardisation Bodies	YEAR- 2024		
	Total	No. of Projects (CED)	No. of Projects (FAD)
ARSO	346	160	186
CODEX	7	0	7
SADCSTAN	7	7	0
Total	360	167	193

2024 Key Milestones



1.3 Key Milestones

1.3.1 During the year under review, ZABS attained ISO full membership. The full membership comes with the following benefits;

- Participation in the development of ISO standards**
Experts in Zambia will now have an opportunity to participate in the development of international standards in key areas of interest to Zambia.
- Sell ISO standards and publications** - The Bureau will continue to sell ISO standards and other publications. The Bureau will further have copyright for the ISO name and logo
- Participation in developing ISO policy** - This will enable the country to influence in the development of ISO policies in line with the country's development agenda, in particular the Eighth National Development Plan (8NDP)
- Participate in governing ISO** - Zambian experts will have opportunities to take up roles at ISO

1.3.2 During the year under review, ZABS successfully validated the 2024-2027 National Standardisation Strategy (NSS) with various stakeholders. During the same workshop, some technical committee members were awarded certificates of recognition for their contribution to the standards development process in Zambia.

1.3.3 During the year under review, ZABS managed to complete the formulation of the Stakeholder Engagement Strategy (SES) with the support and mentorship from the International Organisation for Standardisation (ISO).

1.4 Training

During the period under review, a total of 44 training sessions for Large Enterprises were conducted, with 520 participants in attendance. Additionally, 82 training sessions were held for SME's.

Table 3: Summary of Training Sessions

Training Sessions Conducted	2024	2023
Quality Management Systems (ISO 9001)	13	17
Food Safety Management System (ISO 22000)	7	1
Occupational Health and Safety Management System (ISO 45001)	6	4
Laboratory Management System (ISO 17025)	1	0
Good Manufacturing / Hygiene Practices	4	2
Hazard Analysis Critical Control Point (HACCP)	4	3
Other (MSME Specialized Courses)	82	78
Environmental Management System (ISO 14001)	4	
Educational Management System (ISO 21001)	1	
Integrated Management System (ISO 9001, 45001 and 14001)	3	
Asset Management System (ISO 55001)	1	
Total	126	105

1.4.1 Webinars

The Bureau successfully organized a series of educational webinars targeting various professional groups and the general public. Notable among these was a webinar held in collaboration with the Zambia Institute of Human Resource Management (ZIHRM) which educated HR professionals on workplace safety and compliance based on the ISO 45001 Occupational Health and Safety (OHS) Management System.

Additionally, the Bureau partnered with the Engineering Institution of Zambia (EIZ) in hosting a webinar on ISO 14001 Environmental Management Systems (EMS), providing engineers with insights into environmental management. Furthermore, the Bureau hosted the 44th monthly sensitization and awareness webinar sessions of the ARSO Webinar, attracting a diverse group of participants from across Africa.

Table 4: Summary of webinars conducted

SRN	WEBINAR	TARGET	ATTENDEES
1	OHMS 45001	ZIHRM	100
2	ISO 9001	General Public	24
3	ISO 22000	General Public	20
4	ARSO WEBINAR	African countries	194
5	ISO 50001	General Public	58
6	ISO 14001	EIZ	45



ZABS Auditor Ms. Mwila Kabunda conducting a Good Manufacturing Practices training for SME's



Technical Committee Member Mr. Kabayo Muhau (right) receives a certificate of recognition from Executive Director Mr. Nathan Sing'ambwa, with ZACCI CEO Mr. Elvis Nasilele looking on during the NSS validation workshop.



ZABS Training Coordinator Mr. Collins Siwale (2nd from right) participating in the certificate handover ceremony for Trade Kings members of staff after an ISO 9001 training.

Standards Development

2.0 Certification Services



From left to right: ZABS Director Technical Services Mrs. Belinda S. Kancheya, ARSO Technical Director Mr. Reuben Gisore, ARSO Secretary General Dr. Hermogene Nsengimana, ZABS Executive Director Mr. Nathan Sing'ambwa, and ZABS Certification Manager Mrs. Sarah S. Mumba pose for a photo after the ARSO and KENAS certificate handover ceremony.

The demand for certification has continued to grow over the years. This demand underscores the importance that industry attaches to ensuring their products and services align with international best practices, particularly as businesses seek to expand their markets beyond national borders. Certification Services offer the following Certification Schemes: Management Systems Certification Scheme and Product Certification Scheme (Quality Mark Scheme, Certified Local Supplier Scheme and Eco Labelling Scheme).

Below is a summary of the performance of certification during the year under review.

2.1 Product Certification

2.1.1 Quality Mark Scheme

A total of 413 products were certified in 2024 against a target of 350 compared to 274 products certified in 2023 out of a target of 220. This achievement raises the cumulative number of certified products from 928 to 1,341. The products certified include food and beverages, animal feeds, disinfectants, construction materials and others.

2.1.2 Certified Local Supplier Scheme

Under the certified local supplier Scheme 89 products were certified in 2024 against a target of 130 products

compared to 85 products certified out of 130 in 2023. This brings the cumulative total of certified products to 257 by the end of 2024. The target was not fully met, largely due to reduced industrial manufacturing activities associated with load-shedding.

2.1.3 ECO Mark Africa for Sustainability and Eco-labelling Scheme

In 2024, the Bureau expanded its certification services to include the ECO Mark Africa for Sustainability and Eco-labelling Scheme. ZABS now has a license to undertake audits and certification on behalf of the African Organisation for Standardisation (ARSO) in two (2) scopes that include sustainable agriculture (Black Tea) and sustainable aquaculture (Tilapia and African catfish). In the period under review, two companies were each certified under the scheme for their black tea and tilapia products. Zambian Companies producing Black Tea and Tilapia will benefit from improved access to regional and international markets.



2.2 Management Systems

2.2.1 Management System Certification Scheme

During the year under review, 20 new Management System certificates were issued against a target of 25, compared to 24 against a target of 25 in 2023. This resulted in a cumulative total of 69 management systems certificates issued. The certifications comprised the following:

1. 9 Quality Management Systems (ISO 9001)
- 2.3 Environmental Management Systems (ISO 14001)
3. 1 Food Safety Management Systems (ISO 22000)
4. Occupational Health and Safety Management Systems (ISO 45001)
5. 2 Good Manufacturing Practices Figure 2 below gives a summary of the performance for 2024 against 2023.

2.2.2 Accreditation of Certification Services

During the period under review, ZABS successfully maintained its accreditation for certification services from the Southern Africa Development Community Accreditation Service (SADCAS) in accordance with ISO/IEC 17021-1:2015 and ISO/IEC 17065:2021. The maintained accreditation covered two management system schemes - Quality Management Systems (ISO 9001:2015) and Occupational Health and Safety Management Systems (ISO 45001:2018)

as well as product certification schemes for food and beverages, cement, chemicals, and fibers.

Additionally, in the period under review, the certification services accreditation scope was extended to include Food Safety Management Systems (ISO 22000:2018), Environmental Management Systems (ISO/IEC 14001:2015) and two more product certification schemes for Poultry and Dairy Products.

Further, in 2024, the accreditation framework was enhanced with the attainment of the African Conformity Assessment Programme (ACAP) accreditation, resulting in the accreditation of ZABS by the Kenya Accreditation Service (KENAS) for Agriculture Sustainability and Eco-labelling (Black Tea) and Aquaculture Sustainability and Eco-labelling (Tilapia). KENAS has accredited ZABS as a Product Certification Body, the first conformity assessment body to be accredited by KENAS in Zambia. This is a significant milestone, as ZABS has successfully satisfied the rigorous requirements of ISO/IEC 17065:2012 for their ACAP Certification Scheme, specifically for Black Tea and Tilapia products.

2.3 Scheme Development

In the year under review, ZABS initiated the development of a new certification scheme for Good Agricultural Practices in fruit and vegetable production (ZAMGAP). The scheme is currently being developed with input from Zambian experts and is expected to be validated and finalized by May 2025.

Certification Services

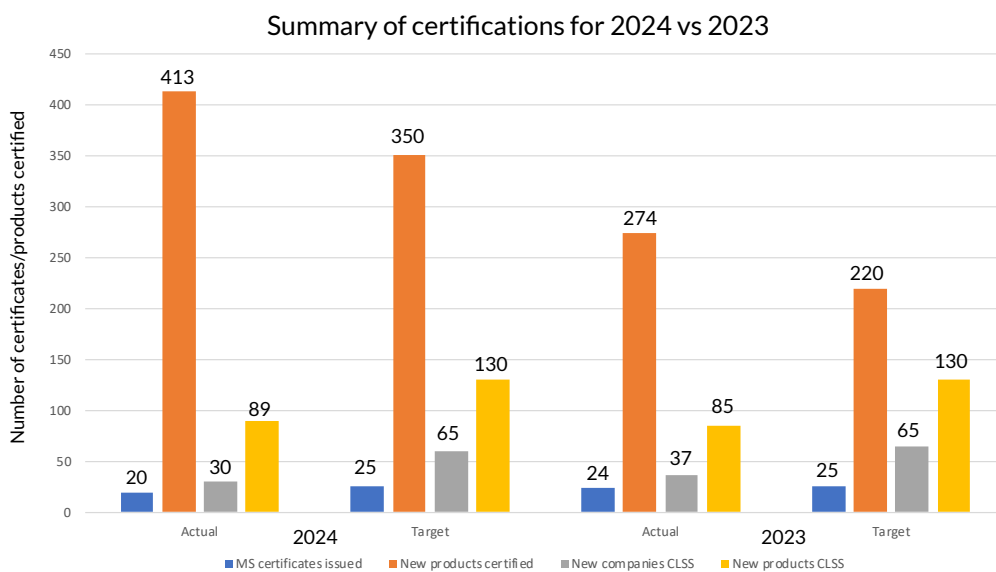


Figure 2: Summary of certifications for 2024 vs 2023



Participants engage in discussions during the ARSO Capacity Building for Enhancing Regional Trade and Conformity Assessment Workshop in Lusaka.



ZABS Certification Auditor - Engineering Mr. Nchimunya Mooya (in yellow reflector) conducting an ISO 45001 audit at Non-Ferrous Company Africa in Chambishi.

3.0 Testing Laboratories

The laboratories tested a total of 10,626 samples during the year 2024 against a target of 11,500. The 2024 workload was 12% higher than 2023 which stood at 9,362 samples tested. The average turnaround time (TAT) for the year under review was 13 days while customer satisfaction rating for the quality of service provided by the laboratory averaged 81%. The product types tested during the year under review included biscuits, fruit flavored drinks, water, maize meal, wheat flour, toilet soaps, synthetic detergents, jams, marmalade, peanut butter, edible oils, clear and opaque beers, animal feeds and fertilizers. Other products tested include environmental samples, (soils, portable water, waste water), petroleum products (diesel & petrol), male latex condoms, surgical and examination gloves, textiles, packaging materials (grain bags and polyethene bags), paints, varnishes, batteries, lighting bulbs, Light Emitting Diodes (LED) bulbs, electrical cables and electrical household appliances such as

kettles, geysers and pressing irons to mention but a few.

Figure 3. Shows trends of sample volumes tested from 2018 to 2024. Subsequent graphs also show clientele and sample distribution for products tested in the year 2024.

Of the 10,626 samples tested in 2024, external clients primarily consist of the manufacturing industry, business industry, SME's, academics and individuals accounted for 4,507 samples representing 42%,

while 5,523 samples representing 52% samples for the period under review were from the Zambia Compulsory Standards Agency (ZCSA).

Certification and Standards Development sections under ZABS brought on board 596 samples representing 6% of the total samples.

Figures 4 and 5 below represents a summary of samples received from each client's respectively: -

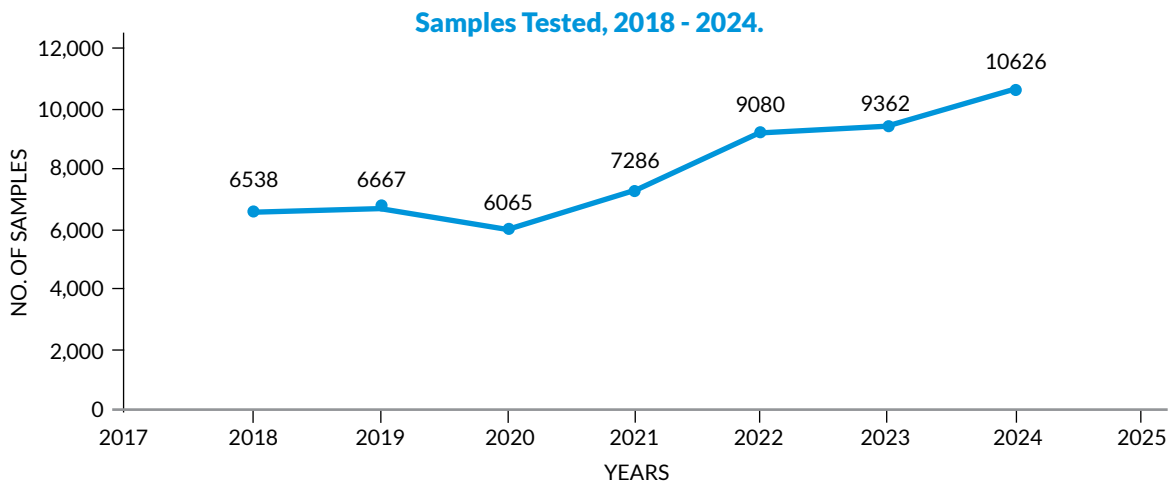


Figure 3: Trend for samples tested between the period 2018 - 2024.

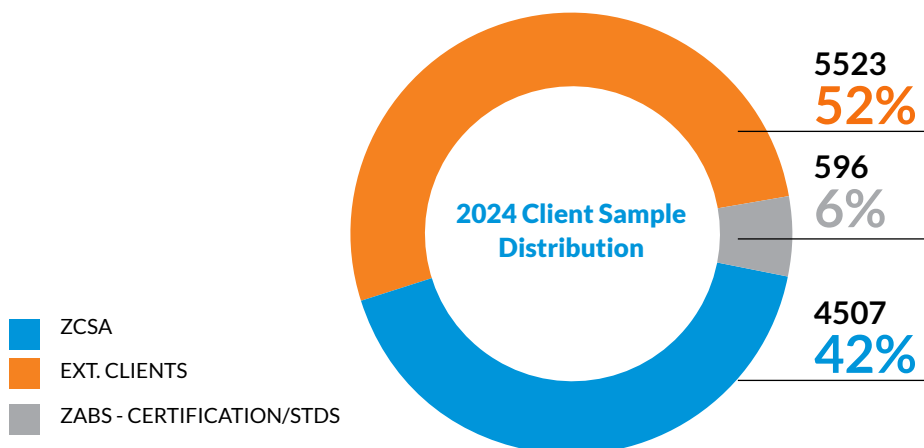


Figure 4: Client Distribution for Laboratory Testing Services, 2024.

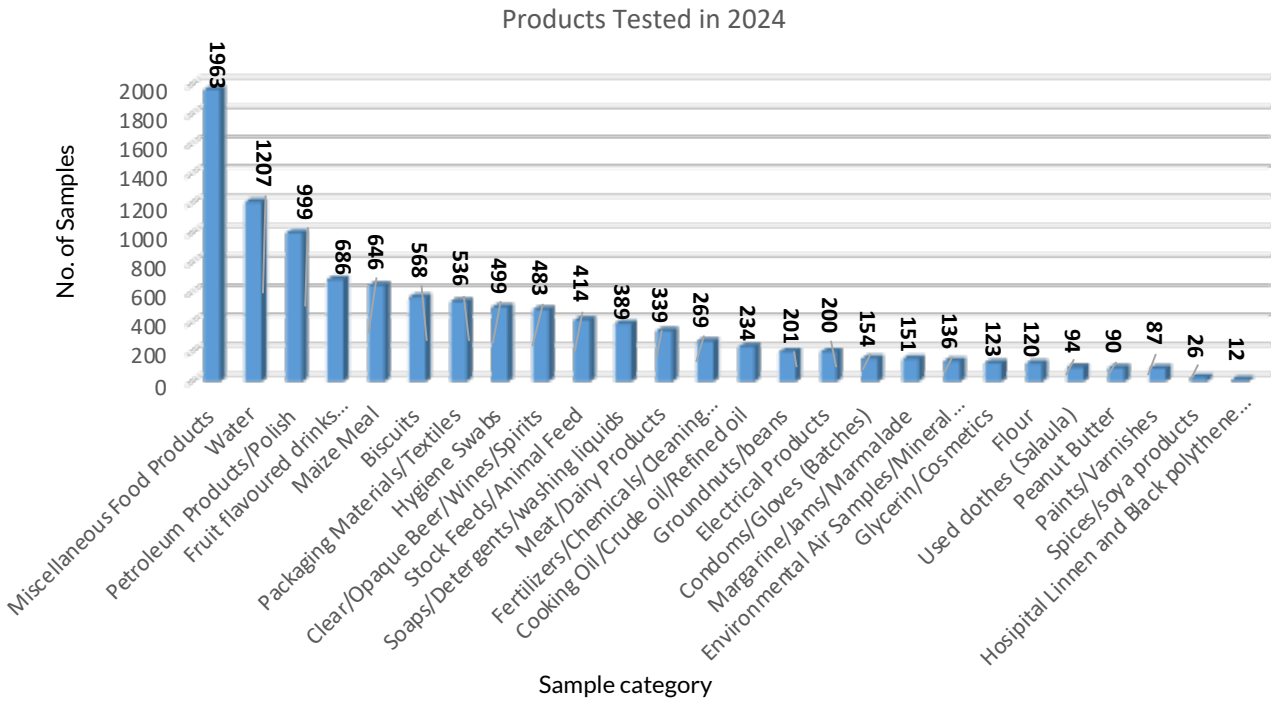


Figure 5: Product distribution for samples tested, 2024.

Testing Laboratories



4.0 Audit, Risk and Compliance

4.1 Compliance to Requirements of ZABS Services

The ZABS has taken a significant step in ensuring compliance with its services by establishing the Directorate of Audit Risk and Compliance. This new department focuses on monitoring adherence to ZABS services according to its government mandate and in line with its internal and external procedures.

One of the key initiatives undertaken by Audit, Risk and Compliance is engaging with manufacturers who have been using the ZABS certification marks illegally. Since the establishment of this department, ZABS has engaged over forty (40) companies on the illegal use of the certification marks. The products were identified through planned market surveillance checks that were conducted in various parts of the country, such as Lusaka, Chongwe, Kafue, Kabwe, Ndola, Kitwe, Chingola, Chililabombwe and Kasumbalesa by the ZABS Compliance Team. The manufacturers are therefore engaged at various stages and sensitized on the repercussions of the illegal use of the quality marks which are patented. The surveillances are aimed at; verifying ZABS certified products, prevent counterfeiting, protect consumers and promote fair competition.



5.0 Human Resource and Administration

5.1 Establishment Profile

During the period under review, ZABS had an approved staff establishment of 144, of which 73 positions were filled, representing 50.7% and 71 positions vacant representing 49.3%. The staff establishment comprised of 28 female employees (38%) and 45 male employees (62%).

The staffing profile is highlighted in the tables below.

Table 5: Current staff establishment

Department	Staff Complement as at 31 st December 2024		
	Actual	Establishment	Variance
Executive Director's Office	2	3	(1)
Audit, Risk and Compliance	4	11	(7)
Legal	0	2	(2)
Technical services	50	81	(31)
Finance & Corporate Services	17	44	(27)
Procurement	1	3	(2)
Total	73	144	71

Table 6: Employee category

Employee category	2024	Total staff (%)	2023	Total staff (%)
Management	20	27%	18	25%
Unionized employees	53	73%	55	75%
Total	73	100%	73	100%

5.2 Staff Recruitment and Movement

During the period under review, the Bureau recorded a number of staff recruitments and movements. A total of seven (7) employees were recruited in order to improve the staffing levels. Additionally, eight (8) employees were promoted as part of efforts to motivate and recognize staff contributions.

The tables below show the trends of staff recruitment and promotion

Table 7: Recruitment and Promotion trends

Year 2024		Year 2023	
Recruitment	- 07 employees	Recruitment	- 13 employees
Promotion	- 08 employees	Promotion	- 11 employees

Table 8: Transfers and Separations

Year 2024		Year 2023	
Lateral Transfer	- 05 employees	Lateral Transfer	- 02 employees
Separations	- 07 employees	Separations	- 02 employees

5.3 Staff Training

Over 36 capacity building training sessions and workshops were conducted during the year under review. The trainings were done locally and at international level. Some members of staff attended an average of 3 trainings in order for them to acquire specialized skills, enhance their performance and contribute towards meeting the Bureaus' strategic objectives.

There has been an improvement in employee capacity building in 2024 compared to 2023.

5.4 Staff Welfare

The following activities were under taken during the period under review;

5.4.1 International Women's Day

ZABS participated in the 2024 International Women's Day commemorations under the theme: "Invest in women: Accelerate progress." During the commemorations, ZABS staff participated in a match past and a "Women in Industry" Training and Soiree (evening event) organized by the Zambia Association of Manufacturers (ZAM).



ZABS Ladies pose for a photo on the eve of International Women's day



ZABS Human Resource Officer Ms. Chishimba Ilunga and Laboratory Analyst Janepher Kena pose for a photo at the Women in Industry Training, organized by the Zambia Association of Manufacturers to celebrate Women's Day.

5.4.2 Labour Day Celebrations

During labour day, the Bureau takes the opportunity to recognize the hard work, dedication and resilience of all employees, with special recognition for those who go above and beyond in their contributions to the Institution.

In the year under review, two members of staff were awarded for their outstanding performance, namely Mr. Paul Kasolo was recognized as the Most Hard Working Employee, while Ms. Mwelwa Mubeta received the Most Improved Employee award. They were presented with awards during an award ceremony held on 1st May 2024, at ZABS.



Standards Development Officer Ms. Mwelwa Mubeta and Certification Auditor Mr. Paul Kasolo shake hands with ZABS Executive Director Mr. Nathan Sing'ambwa after receiving their Labour Day Awards.

5.4.3 Africa Public Service Day

During the period under review, three (03) members of staff drawn from Testing, Human Resource and IT Sections, participated at the Africa Public Service Day exhibitions that were held at East Park Mall in Lusaka from 20th to 23rd June, 2024.



The ZABS team exhibiting at the Africa Public Service Day

5.4.4 Independence Day Commemorations

ZABS joined the nation in celebrating 60 years of Zambia's independence. As part of the commemorations, the staff participated in a tree planting exercise together with Statutory Bodies under the Ministry of Commerce Trade and Industry. The tree planting exercise was held at Mumana Primary School. Tree planting plays a vital role in sustaining the environment. ZABS participation in the tree planting exercise underscores the Institution's commitment to promoting environmental sustainability



Members of Staff planting trees at Mumana Primary School during Independence Day commemorations



A colourful display of Zambian attire and chitenge by ZABS members of staff, in celebration of Zambia's 60th Independence Anniver-

5.4.5 16 Days of Gender Activism

ZABS Participated in a workshop as part of the 16 days of Activism against Gender Based Violence (GBV). The workshop was held in Mumbwa as part of the commemorations.



Standards Development Officer, Ms. Mwelwa Mubeta, making a presentation at a Workshop as part of the 16 days of Gender Activism



ZABS Members of staff alongside other personnel from the Statutory Bodies and MCTI, pose for a picture at the GBV Sensitization workshop in Mumbwa during the 16 days of Activism Against Gender Based Violence.

6.0 Corporate Communication

6.1 Stakeholder Engagements

The institution has been making strides towards building partnerships and enhancing stakeholder engagements. By increasing stakeholder involvement in our activities and raising awareness about our mandate, we aim to improve participation in standards development and promote a culture where the public demands certified products and services. Below are some of the stakeholder engagements undertaken during the year under review;

a. Company engagements

During the period under review, a total of 104 company engagements were conducted in 2024 compared to 30 in 2023. The engagements were conducted across both private and public institutions. These engagements were aimed at enhancing awareness of ZABS mandate and increased uptake of standards and quality assurance services. Discussions focused on industry specific challenges and the benefits of Standardisation.



1



2



3

1. From left to right: Aller Aqua Quality Assurance Manager Mr. Mutenta Chansa, Managing Director Mr. Pieter Visagie, ZABS Executive Director Mr. Nathan Sing'ambwa, and Certification Manager Mrs. Sarah S. Mumba pose for a photo at Aller Aqua in Siavonga.
2. The Copperbelt Energy Corporation Management Team contributing to discussions during a visit to the company by ZABS
3. The Zambian Potatoes Management Team and part of the ZABS Management Team pose for a photo after a company visit.

b. Exhibitions and Trade Shows

In the year under review, the Bureau participated in nine (09) exhibitions and trade shows. These include the Copperbelt Agriculture, Mining, Industrial, Networking Enterprise (CAMINEX) in Kitwe, Women in Business Exhibition, Zambia International Trade Fair in Ndola, the ZDA Business Clinics in Lusaka, the Agriculture and Commercial Show and the Mining Indaba among others.



Senior Laboratory Analyst Mr. Harrison Manda and Assistant Internal Audit Officer Mr. Bernard Phiri talking with the Minister of Commerce Trade and Industry Hon. Chipoka Mulenga (right)



Senior Documentation and Information Officer Mr. Brian Mweemba explaining product certification to a client at the Agriculture and Commercial Show in Lusaka



Kitwe Regional Office and Laboratory staff, Mr. Isaac Longwani and Mrs. Chipoma Kayumba (right), discussing ZABS' mandate with Government officials.

c. Strategic Partnership

Building and maintaining strategic partnerships is crucial for the institution to achieve its objectives and realize its vision. In the year under review, the Bureau actively pursued new partnerships and enhanced stakeholder engagement efforts to both raise awareness of its mandate and improve the uptake of its services. Below are some of the partnerships established during the review;

i. Standards Association of Zimbabwe and Zambia Bureau of Standards

The Standards Association of Zimbabwe (SAZ) and the Zambia Bureau of Standards (ZABS) signed a Memorandum of Understanding (MoU) during the Standardisation and Business Leaders' Conference, held in Victoria Falls, Zimbabwe, in May 2024. The signing ceremony was attended by ZABS Board Chairperson Mr. Mbohe C. Nyondo and SAZ Board Chairperson Mrs. Rose Mpofu. It was officiated by Zimbabwe's Minister of Industry and Commerce, Hon. Ngobizitha M. Ndlovu, alongside Zambia's Ambassador to Zimbabwe, Mr. Derrick Livune. This partnership aims to reduce trade barriers and enhance trade between Zambia and Zimbabwe by harmonizing inspection and testing procedures for goods exchanged between the two countries.



SAZ Director General Mr. Cosmus Mukoyi (right) and ZABS Executive Director Mr. Nathan Sing'ambwa shake hands after signing an MoU during the Standardisation and Business Leaders Conference in Zimbabwe

ii. Zambia Chamber of Commerce and Industry and ZABS

The Zambia Chamber of Commerce and Industry (ZACCI) and ZABS signed a Memorandum of Understanding in September 2024. The MoU was signed by the ZACCI President Mr. Anthony Kabaghe and the ZABS Executive Director Mr. Nathan Sing'ambwa on behalf of the two institutions. The MoU will, among other things, see the two institutions cooperate and collaborate to strengthen the application of standards in industry, promote greater private sector input and content into regional and international standards through greater Zambian participation in the standards development process.



From left to right: ZACCI Chief Executive Officer Mr. Elvin Nasilele, Vice President (Trade and Commerce) Mrs. Christabel N. Reinke, President Mr. Anthony Kabaghe, ZABS Executive Director Mr. Nathan Sing'ambwe, Director Technical Services Mrs. Belinda S. Kancheya and Standards Development and Training Manager Mr. Stephen Mazimba, pose for a picture immediately after the MoU signing ceremony.

iii. ZABS, ZCSA, ZMA, and Malawi Bureau of Standards

In December 2024, the Zambia Bureau of Standards (ZABS), the Zambia Compulsory Standards Agency (ZCSA) and the Zambia Metrology Agency (ZMA) reaffirmed their commitment to collaborating with the Malawi Bureau of Standards (MBS) to facilitate trade and harmonize regulatory interventions. Working alongside the Ministries of Commerce, Trade and Industry from both countries, the institutions pledged to finalize the Memorandum of Understanding (MoU) by March 2025.



Officials from the National Quality Infrastructure Institutions, Ministry of Commerce and Malawi Bureau of Standards, pose for a photo at the ZABS offices

6.2 Special Events

a. Official Launch of the Kitwe Regional Office and Laboratory

A Regional Office and Laboratory for ZABS was officially opened by the Minister of Commerce Trade and Industry Hon Chipoka Mulenga in Kitwe. The Regional Office and Laboratory will serve the needs of industry on the Copperbelt and Surrounding areas.



Minister of Commerce, Trade and Industry, Hon. Chipoka Mulenga (2nd right), listens as ZABS Testing Laboratory Manager Mr. Dickens Chisengalumbwe discusses the newly opened Kitwe Regional Office and Laboratory, with other dignitaries attentively listening.

b. The ISO Secretary General's visit to Zambia

The International Organisation for Standardisation (ISO) Secretary General Mr. Sergio Mujica visited Zambia in October 2024. The visit by the Secretary General coincided with the notification from ISO regarding Zambia's upgrade from a correspondent member to a full member. During the visit, the Secretary General engaged in stakeholder meetings with public policy makers and the private sector. He also witnessed the official unveiling of Zambia's ISO full membership by the Hon. Minister of Commerce Trade and Industry represented by the Permanent Secretary Mr. Crusivia Hichikumba. The visit strengthened Zambia's relationship with ISO and raised awareness on the importance of international standards.



Ministry of Commerce Trade and Industry PS Mr. Crusivia Hichikumba and ISO Secretary General Mr. Sergio Mujica pose with delegates at the Policy Makers High-Level Meeting at Mulungushi International Conference Centre.



The ceremony marking Zambia's unveiling as a full member of ISO took place at the Urban Hotel in Lusaka.

c. World Standards Day Commemoration

The 2024 World Standards Day was celebrated under the theme: "Achieving Industry, Innovation and Infrastructure through AI." To mark the occasion, the Bureau organized several activities, including a ministerial statement broadcast on ZNBC TV1, a webinar on integrating Artificial Intelligence into the Zambian context and the role of standards and a validation workshop for the National Standardisation Strategy (NSS). The commemoration also included an awards ceremony for TC members held during the NSS workshop.



Technical Committee members awarded certificates of recognition during the NSS validation workshop pose for a photo with ZABS Management and ZACCI CEO Mr. Elvin Nasilele

d. The Zambia National Quality Awards Gala Dinner

In the year under review, ZABS successfully hosted the ninth edition of the Zambia Annual Quality Awards (ZAQA). The event was officiated by the Minister of Commerce Trade and Industry Hon. Chipoka Mulenga alongside other senior government officials which included the Permanent Secretary Investment and Industrialisation in the Ministry of Commerce Trade and Industry (MCTI), Mr. Crusiva Hichikumba. The event was also attended by the ZABS Board, the SAZ Director General Mr. Cosmus Mukoyi, Management and captains of industry.



Nkana Water Supply and Sanitation Managing Director Eng. Dr. Steven Mwale (left) and his team pose with Minister of Commerce Trade and Industry Hon. Chipoka Mulenga MP (2nd right) after receiving an award at the Zambia Annual Quality Awards.

e. AFRISAFE Award

ZABS was awarded the 2024 AfriSAFE Government Agency Merit Award. The award was presented to ZABS for its commitment to fostering health and safety excellence in the workplace. The presentation was made during the 6th AfriSAFE Congress held in Livingstone, in November 2024. ZABS was among 47 companies that were recognized out of 11,000 nominations. ZABS has been leading the way in training industries on workplace safety and management system standards, with over 200 participants trained between May 2023 and July 2024.



ZABS Management poses with the AfriSAFE Government Agency Merit Award.

f. ECO Mark Africa Accreditation Handover ceremony

ZABS was awarded a certification license by the African Organisation for Standardisation (ARSO) to conduct audits and certifications under the Eco Mark Africa Scheme for Sustainability and Eco-labelling. During the ceremony held in December 2024, ZABS also received its ISO/IEC 17065:2012 accreditation certificate from the Kenya Accreditation Service (KENAS). The ceremony was officiated by ARSO Secretary General Dr. Hermogene Nsengimana alongside the SADC Secretariat Representative Dr. Motseki Hlatshwayo



ARSO Secretary General Dr. Hermogene Nsengimana witnessing the KENAS accreditation certificate handover to ZABS Executive Director Mr. Nathan Sing'ambwa by SADC Secretariate Representative Dr. Motseki Hlatshwayo (2nd right)

6.3 Media Engagements

Media engagements serve as a key platform for reaching and informing stakeholders. The engagements enable effective communication and promote awareness of the Bureau's services. Below are the media engagements conducted by the Bureau during the year under review.

 **27**
Media Statements

  
511 Social Media postings
(Facebook LinkedIn and X)

 **273**
Adverts aired on Radio



A television interview with ZABS Board Chairperson Mr. Mbobe C. Nyondo at the Agriculture and Commercial Show in Lusaka.

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For the year ended 31 December 2024

7.0 Financial Review

The financial performance for the Zambia Bureau of Standards shows that during the reporting period, the institution generated and deposited ZMW 31.53 million in Non-tax revenue into the Government Transit Account. However, this amount was below the targeted figure of ZMW 41.78 million for the period.

Despite not meeting the target, the 2024 non-tax revenue of ZMW 31.53 million represented a 33.72% increase compared to the actual revenue of 2023, indicating a positive growth trend. Additionally, the 2024 revenue target was set at 14.25% higher than the actual revenue of 2023, reflecting an overall improvement in financial performance. Figure 7 illustrates the revenue generated from ZABS services to industry (sale of standards, training, testing and certification).

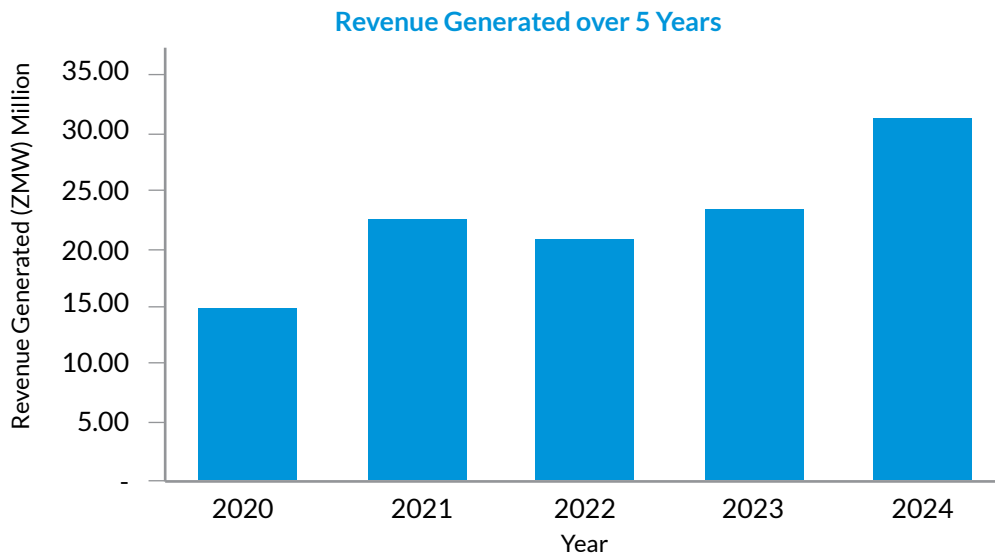


Figure 7: Revenue generated in the last 4 years

During the period under review, the institution received a total of ZMW 42.40 million from the Government as appropriation-in-aid. The Bureau effectively managed its financial resources, ensuring that all activities remained aligned with the approved budget.

For a more detailed analysis of the financial performance in 2024, including comprehensive insights, refer to the audited financial report section under Part D6.

ZAMBIA BUREAU OF STANDARDS
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2024

Financial statements

For the year ended 31 December 2024

Corporate and Administration Information

For the year ended 31 December 2024

Board members	Mr. Mbohe Calvet Nyondo	Chairperson
	Mr. Mafwo Harison Seulu	Vice Chairperson (up to February 2024)
	Mr. Fronscen Haloba Chisanga	Member
	Mr. Musyani Siwelwa	Member
	Dr. Beatrice Botha	Member
	Mr. Trust Mfuno	Member (up to March 2024)
	Mrs. Mariah Mulenga	Member
	Dr. Chibwe Chisala	Member (from March 2024)
Administration	Mr. Nathan Sing'ambwa	Executive Director
	Mrs. Belinda S. Kancheya	Director Technical Services
	Mr. Alex Mubita	Director Finance and Corporate Services
	Mr. Vincent Numbwa	Director Audit Risk and Compliance /Board Secretary
	Mr. Dickson Chisengalumbwe	Laboratories Manager
	Mrs. Sarah S. Mumba	Certification Manager (from 1st June 2024)
	Mr. Stephen Mazimba	Standards Development and Training Manager (from 1st September 2024)
	Mrs. Monde Kanyanga	Human Resource and Administration Manager (From 1st February 2024)
	Mr. Andrew Chipongo	Standards Development and Training Manager (up to 31st May 2024)
	Mr. Nteema Muzandu	Certification Manager (up to 31st March 2024)
	Auditors	Mark Daniels CHAZ Complex Plot No.2882/B/5/10 Third Floor, Suite F3-10/F3-11 Off Great East Road Mission Drive, Waters Lusaka
Zambia National Commercial Bank Centre Branch, Cairo Road Po Box 31090 Lusaka		
Registered Office	Zambia Bureau of Standards Po Box 50259 Plot No. 4526, Lechwe House, Freedom Way Lusaka	

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For the year ended 31 December 2024

Report of the Board

1. Background

The Zambia Bureau of Standards is a Statutory body under the Ministry of Commerce, Trade and Industry. It implements the Standards Act No. 4 of 2017 of the laws of Zambia and was established by an Act of Parliament in 1982 which was repealed by CAP 416 of 1994. Prior to 1st January 2018, ZABS operated under CAP 416 which mandated the Bureau to produce Standards, Enforce the Compulsory Standards, Test Products and offer Metrology Services to Industry. Under the new Standards Act No 4 of 2017, the Zambia Bureau of Standards (“ZABS” or “the Bureau”) is specialized in serving the country in the fields of standardization, testing, training, quality management systems and certification services.

2. Principal Activity

The principal activity of the Bureau is to promote and require the adoption of standards in industry and commerce. Its registered office is on Stand No. 4526, Lechwe House, Freedom Way, South End, in Lusaka.

3. Activities and Services

The functions of the Bureau as per Standards Act no. 4 of 2017 are to:

- (a) Develop, publish, maintain or withdraw Zambian National Standards and related normative publications serving the standardization needs of Zambia;
- (b) Administer and maintain standards and ensure conformity with standards.
- (c) Provide inspection services, testing services and system and product certification.
- (d) Provide a voluntary certification mark scheme for the assurance of product conformity to standards.
- (e) Promote quality health and safety standards for commodities, products and services.
- (f) Facilitate efficiency in industry and promote trade through standardization.
- (g) Facilitate training in, and provide public education on, standards and quality assurance.
- (h) Render conformity assessment and related services.
 - (i) Participate and represent Zambia in international, regional and foreign bodies with functions similar to the functions of the Bureau.
 - (j) Manage and coordinate the multilateral or bilateral interactions with national standards bodies from other countries.
- (k) Provide information service to the public on standards and distribute Zambian National Standards and similar publications from international and regional bodies.
- (l) Provide information for the protection of the consumers on products and services which do not comply with this Act.

3. Activities and Services (continued)

The functions of the Bureau as per Standards Act no. 4 of 2017 are to:

- (m) Cooperate with State Institutions and International Organisations in ensuring conformity with standards.
- (n) Operate as the National Enquiry Point, in consultation with the relevant Ministries and
- (o) Provide for a research and development programme for new standards, improvements of existing standards, standardization of test methodology and the articulation of future needs that might affect the standards environment.

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For the year ended 31 December 2024

4. Capital and resources

The Bureau has no subscription capital. Its capital resources comprise of accumulated funds and unamortised deferred credits relating to capital and deferred revenue grants.

5. Financial and Operational Highlights**(a) Operating Results**

The operating deficit for the year ended 31st December 2024 amounted to ZMW 3.4 million (2023: ZMW 7.7 million).

(b) Income

Total incoming resources for the year amounted to ZMW 49.3 million (2023: ZMW 40.1 million).

(c) Expenditure

Expenditure totalled ZMW 52.92 million (2023: ZMW 48.12 million).

The main operating costs were: Costs of personnel ZMW 33.8 million (2023: 28.5 million), recurrent expenditures ZMW 12.4 million (2023: ZMW 12.1 million), Depreciation ZMW 3.5 million (2023: ZMW 3.9 million) and amortisation ZMW 0.028 million (2023: ZMW 0.025 million),

(d) Capital Expenditure

Capital expenditure amounted to ZMW 0.34 million (2023: 7.35 million)

6. Risk Factors

The Bureau faces a number of operational, legal and financial risks in its operations:

(a) Operational Risk

Operational risk is the risk of losses from inadequate or failed internal processes and systems, caused by human error or external events. It has a broad scope and includes transaction authorization processing, completeness of income recording, payments processing and the management of information, data quality and records. The following are the main risks noted under this classification;

- (i) **Financial Crime Risk** – Financial crime risk is the risk that the Bureau suffers losses as a result of internal and external fraud or intentional damage, loss or harm to people, premises or its movable assets.
- (ii) **Technology Risk** – Technology is a key business enabler in ZABS and requires an appropriate level of control to ensure that the most significant technology risks are effectively managed. Such risks include the non-availability of testing and calibration systems, inadequate design and testing of new and changed solutions and inadequate system security.
- (iii) **People Risk** – People risk arises from failures of the Bureau to manage its key risks as an employer, including lack of appropriate people resource, failure to manage performance and reward, unauthorized or inappropriate employee activity and failure to comply with employment related requirements.

(b) Legal Risk

ZABS is subject to a comprehensive range of legal obligations, mostly covered by the Standards Act No. 4 of 2017. As a result, it is exposed to many forms of legal risk, which may arise in a number of ways; its business may not be conducted in accordance with the requirements of the Act, contractual obligations may either not be enforceable as intended or may be enforced against the Bureau in an adverse way, the Bureau may face risk where legal proceedings are brought merit, the outcome of legal proceedings is inherently uncertain and could result in financial loss. Defending legal proceedings can be expensive and time-consuming and there is no guarantee that all costs incurred will be recovered, even if the Bureau is successful.

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For the year ended 31 December 2024

(c) Reporting Risk

(i) Financial Reporting Risk

Financial reporting risk arises from a failure or inability to comply fully with regulations or codes in relation to the preparation, presentation or disclosure of financial information. Non-compliance could lead to damage to reputation or, in extreme cases, withdrawal of external funding.

(ii) Accounting Risks

The Bureau's future performance and results could be materially different from expected results depending on the outcome of certain potential risks and uncertainties, details of which are discussed above. The reported results of the Bureau are also sensitive to the accounting policies, assumptions and estimates that underlay the preparation of its financial statements. Details of its critical accounting policies and key sources of accounting judgments are included on pages 56 to 61.

(iii) Financial Risks

ZABS through its normal operations is exposed to a number of risks on its financial instruments, the most significant of which are credit and liquidity. Market (currency and interest) risks are generally low. The two main risks on its financial instruments are generally deemed to be within manageable limits. The Bureau's financial risk exposures are discussed on pages 61 to 64.

7. Risk Management and Control

As explained on Statement 6 above, the Bureau through its normal operations is exposed to a number of risks, the most significant of which are operational, legal and financial risks. The Board is responsible for establishing and ensuring maintenance of adequate internal controls over financial reporting. However, all internal control systems, no matter how well designed, have inherent limitations. Therefore, even those systems determined to be effective can provide only reasonable assurance with respect to financial statement preparation and presentation.

8. The Board

(a) Composition

The operations of the Bureau are governed by the Board. The membership of this Board of the Bureau is as provided for in Section 6(I) of the Standards Act.

(b) Members

Name	Position
Mbobe Calvert Nyondo	Chairperson
Fronscen Haloba Chisanga	Member
Musyani Siwelwa	Member
Dr. Beatrice Botha	Member
Dr. Chibwe Chisala	Member
Mariah Mulenga	Member

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For the year ended 31 December 2024

9. Executive Management

The following form part of the executive management responsible for administration of the Bureau:

Nathan Sing'ambwa	Executive Director
Belinda Kancheya	Director-Technical Services
Alex Mubita	Director-Finance & Corporate Services
Vincent Numbwa	Director Audit Risk and Compliance /Board Secretary
Dickens Chisengalumbwe	Laboratories Manager
Mrs Sarah S. Mumba	Certification Manager
Mr. Stephen Mazimba	Standards Development & Training Manager
Mrs. Monde Kanyanga	Human Resource and Administration Manager

10. Pension Scheme

The Bureau has a pension scheme for all permanent and pensionable staff. It is duly registered with the Ministry of Lands, the Pensions and Insurance Authority and Zambia Revenue Authority. It is a defined contribution retirement benefit plan for all qualifying employees, with minimum contributions being 5% of employee compensation, in 1:2 split between the member and the employer. The Scheme is administered by a separate Board of trustees.

11. Related Party Transactions

The Bureau has a common enterprise relationship with the Government of the Republic of Zambia ("GRZ") and its departments. Other related party relationships and material balances that the Bureau has with its related parties are listed in Note 14 to the financial statements.

12. Events Subsequent to the Reporting Period

There have been no significant events between the year-end and the date of approval of these financial statements.

Financial statements

For the year ended 31 December 2024

Responsibilities of the Board

The Board is responsible for the preparation and fair presentation of the financial statements of Zambia Bureau of Standards, comprising the statement of financial position as at 31st December 2024, and statements of Surplus or Deficit and other comprehensive income, changes in Bureau funds and cash flows for the year ended, and the notes to the financial statements, which include a summary of significant accounting policies and other explanatory notes, in accordance with the International Financial Reporting Standards and the Standard Act No. 4 of 2017.

The Board members' responsibilities include: designing, implementing and monitoring internal controls relevant to the preparation and fair presentation of these financial statements that are free from material misstatement, whether due to fraud or error, selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

The Board members' responsibility also includes maintaining adequate accounting records and an effective system of risk management.

Nothing has come to the attention of the Board members to indicate that the Zambia Bureau of Standards will not remain a going concern for at least twelve months from the date of the statement of the financial position.

Approval of the financial statements

The financial statements of the Bureau as indicated below, were approved by the Board on and are signed on its behalf by:

Board Chairperson

Executive Director

2025

Financial statements

For the year ended 31 December 2024

Report of the Independent Auditors

To the Zambia Bureau of Standards

Report on the Audit of the Financial Statements

Opinion

We have audited the accompanying financial statements of Zambia Bureau of Standards (ZABS), which comprise the statement of financial position as at 31 December 2024, and the statement of surplus and deficit, statement of changes in funds and statement of cash flows for the year then ended, and a summary of significant accounting policies and other explanatory notes.

In our opinion the financial statements give a true and fair view of the financial position of the Zambia Bureau of Standards as at 31 December 2024 and of its financial performance and cash flows for the year ended and have been properly prepared in accordance with the International Financial Reporting Standards.

Basis for Opinion

We conducted our audit in accordance with International Standards on Auditing (ISAs). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the bureau in accordance with the International Ethics Standards Board for Accountants' Code of Ethics for Professional Accountants (IESBA Code) and other independence requirements applicable to performing audit of Zambia Bureau of Standards. We have fulfilled our other ethical responsibilities in accordance with the IESBA Code, and in accordance with other ethical requirements applicable to performing the audit of Zambia Bureau of Standards. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other information

The Board members are responsible for the other information. The other information comprises of corporate information and the Board Members' Report as required by the Standards Act No 4 of 2017. The other information does not include the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and we do not express an audit opinion or any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit, or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information; we are required to report that fact. We have nothing to report on this regard.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

The Board members are responsible for the preparation and fair presentation of these financial statements in accordance with International Financial Reporting Standards, and for such internal controls as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, management is responsible for assessing the Bureau's ability to continue as a going concern, disclosing, as applicable, matters related to the going concern and using the going concern basis of accounting unless management either intends to liquidate the Bureau or to cease operations, or have no realistic alternative but to do so. Those charged with Governance are responsible for overseeing the Bureau's reporting process.

Financial statements

For the year ended 31 December 2024

Auditor's Responsibility for the Audit of the Financial Statements

Our Objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls.
- Obtain an understanding of internal controls relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Bureau's internal controls.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Bureau's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Bureau to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the Bureau to express an opinion on the financial statements. We are responsible for the direction, supervision and performance of the Bureaus' audit. We remain solely responsible for our audit opinion.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal controls that we identify during our audit.

Report on other Legal and Regulatory Requirements

In our opinion, the financial statements of **Zambia Bureau of Standards** as of 31 December 2024 have been properly prepared in accordance with the Standards Act, No. 4 of 2017, the accounting, and other records and registers have been properly kept in accordance with the Act.

Mark Daniels
Chartered Accountants
Lusaka

_____ 2025

Winston Kasongo AUD/F003127
Partner signing on behalf of the firm

Financial statements

For the year ended 31 December 2024

Statement of surplus /deficit

	Notes	2024 ZMW	2023 ZMW
Income			
Appropriation in aid	8(a)	42,397,176	36,897,175
Capital grant	8(a)	2,083,321	2,174,436
Deferred income	8(a)	1,151,710	1,009,901
Other income	8(a)	3,618,707	57,431
		49,250,914	40,138,943
Expenditure			
Costs of certification and testing	10(c)	2,746,956	3,333,966
Costs of income generating activities	10(c)	504,184	163,204
Costs of personnel	10(c)	33,806,526	28,560,470
Recurrent expenditure	10(c)	12,350,715	12,127,622
		49,408,381	44,185,262
Net Deficit before Depreciation/Amortisation		(157,467)	(4,046,319)
Amortisation	10(c)	28,408	25,683
Depreciation	10(c)	3,486,679	3,904,638
		3,515,087	3,930,321
Deficit from continuing operations		(3,672,554)	(7,976,640)
Other gains	10(b)	20,684	61,055
Finance costs	10(d)	(95,272)	(52,731)
Other comprehensive income			
Amortisation of revaluation reserve		298,277	273,469
Total comprehensive deficit for the year		(3,448,865)	(7,694,847)

The notes on pages 54 to 72 form an integral part of these financial statements

Financial statements
For the year ended 31 December 2024

Statement of financial position

	Notes	2024 ZMW	2023 ZMW
ASSETS			
Non-current assets			
Property, plant and equipment	12(a)	37,494,407	40,202,735
Intangible assets	12(b)	63,084	91,492
		37,557,491	40,294,227
Current assets			
Other financial assets at amortised cost	11(a)	15,053,603	12,535,087
Cash and cash equivalents	11(b)	2,455,314	2,467,106
		17,508,917	15,002,193
Total assets		55,066,408	55,296,420
FUNDS AND LIABILITIES			
Non-current liabilities			
Deferred income	12(c)	250,034	837,044
		250,034	837,044
Current liabilities			
Trade and other payables	11(c)	20,809,628	15,698,351
Employee benefit obligations	12(d)	3,339,619	2,263,435
		24,149,247	17,961,786
FUNDS			
Capital grants	13(a)	5,153,715	7,237,036
Revaluation reserves	13(b)	17,048,404	17,346,681
Revenue reserves	13(c)	8,465,008	11,913,873
		30,667,127	36,497,590
Total funds and liabilities		55,066,408	55,296,420

The notes on pages 54 to 72 form an integral part of these financial statements. The financial statements on pages 50 to 53 were approved by the Board on2025

and signed on its behalf by:

Board Chairperson

Executive Director

Financial statements

For the year ended 31 December 2024

Statement of changes in funds

	Capital grants	Revaluation reserves	Revenue reserves	Total
	ZMW	ZMW	ZMW	ZMW
At 1 January 2023				
At the start of the year	1,921,024	11,277,330	(3,873,833)	9,324,521
Prior year adjustment	771,456	-	12,205,223	12,976,679
Restated balance	2,692,480	11,277,330	8,331,390	22,301,200
Capital grants amortised	(2,174,436)	-	-	(2,174,436)
Received during the year	6,718,992	-	-	6,718,992
Deficit for the year			(7,968,316)	(7,968,316)
Revaluation surplus	-	17,620,150	-	17,620,150
Other comprehensive income				
Transfers from revaluation reserves		(11,550,799)	11,550,799	-
Total comprehensive income		6,069,351	3,582,483	9,651,834
Total changes in funds				
As at 31 December 2023	7,237,036	17,346,681	11,913,873	36,497,590
At 1 January 2024				
At the start of the year	7,237,036	17,346,681	11,913,873	36,497,590
Capital grants amortised	(2,083,321)	-	-	(2,083,436)
Received during the year	-	-	-	-
Deficit for the year			(3,747,142)	(3,747,142)
Other comprehensive income				
Amortisation of revaluation reserves		(298,277)	298,277	-
Total comprehensive income		(298,277)	(3,448,865)	(3,147,142)
Total changes in funds				
As at 31 December 2024	5,153,715	17,048,404	8,465,008	30,667,127

The notes on pages 54 to 72 form an integral part of these financial statements

Financial statements

For the year ended 31 December 2024

Statement of cash flows

	Notes	2024 ZMW	2023 ZMW
Cash flow from operating activities			
(Deficit)/Surplus before taxation		(3,747,142)	(7,968,316)
Adjustments for:			
- Prior year adjustment			
- Amortisation of capital grants		(2,083,321)	(2,174,436)
- Deferred income released		(1,151,710)	(1,009,901)
- Amortisation of intangible assets		28,408	25,683
- Depreciation		3,486,679	3,904,638
- Interest received		(4,522)	(37,114)
- (profit)/Loss on disposal of Assets		-	47,668
Changes in operating assets and liabilities			
- (Increase) in trade receivables		(2,518,516)	(11,974,717)
- Increase in payables		6,187,461	4,887,393
Cash generated from operations		197,337	14,299,101
Cash flows from Investing activities			
Purchase of property, plant and equipment	12	(335,544)	(7,347,237)
Purchase of Intangible Assets		-	(54,496)
Proceeds from sale of assets		-	8,429
Adjustments to fixed assets		(442,807)	(56,190)
Interest received		4,522	37,114
Net cash (used on)/from investing activities		(773,829)	7,412,380
Cash flows from financing activities			
Deferred income received		564,700	6,644,913
Movement in Revenue Reserves		-	12,205,223
Net cash from financing activities		564,700	18,850,136
(Increase) in cash and cash equivalents			
Opening cash and cash equivalents		2,467,106	5,328,451
Closing cash and cash equivalents	11	2,455,314	2,467,106
Represented by:			
Cash in hand and at bank	11	2,455,314	2,467,106
		2,455,314	2,467,106

The notes on pages 54 to 72 form an integral part of these financial statements

Financial statements

For the year ended 31 December 2024

Notes

1. Basis of preparing financial statements

The financial statements of Zambia Bureau of Standards have been prepared on the going concern basis and in accordance with the International Financial Reporting Standards (IFRS) and comply with the Standards Act No. 4 of 2017. They have been prepared under the historical cost convention adjusted by the revaluation of tangible fixed assets. The financial statements are presented in Kwacha (ZMW) except where otherwise indicated.

A2. Application of new and revised International Financial Reporting Standards (IFRSs)

(a) New standards and amendments-applicable 1 January 2024

Title	Key requirements	Effective date*
Amendments to IFRS 16	These amendments address lease liability in a sale and leaseback transaction. For entities that engage in sale and lease back transaction, these amendments will affect how lease liabilities are measured and accounted for. There will be need to reassess and possibly update accounting policies to comply with these changes	1 January 2024
IAS 1 Presentation of financial statements	Amendments related to the classification of liabilities as current or non-current and non-current liabilities with covenants. The amendments related to the classification of liabilities as current or non-current could influence financial ratios and potentially affect loan covenants.	1 January 2024
IAS 7 Statement of cash flows and IFRS 7 Financial Instruments disclosures	Amendments concerning supplier finance arrangements require new disclosures about the nature and extent of supplier finance arrangements. With the amendments on supplier finance arrangements, there will be new disclosure requirements. There would be need to provide more detailed information about these arrangements, which could affect financial statements and transparency with stakeholders.	1 January 2024
IFRS S1 General requirements for disclosure of sustainability-related financial information	This new standard sets out the general requirements for disclosing sustainability-related financial information, focusing on consistency and comparability. For entities that are required or choose to disclose sustainability-related financial information, this new standard will guide how to present such data. It emphasizes consistency and comparability, so aligning reporting with these requirements will be essential.	1 January 2024
IFRS S2 Climate-related disclosures	This standard provides guidance on climate-related financial disclosures, requiring detailed information on how climate-related risks and opportunities affect financial performance and position. Entities in industries significantly impacted by climate change will need to adhere to these new disclosure guidelines. This involves providing detailed information on how climate-related risks and opportunities affect their financial position and performance	1 January 2024

Financial statements

For the year ended 31 December 2024

Notes (Continued)**A2. Application of new and revised International Financial Reporting Standards (IFRSs)
(Continued)**

There are a number of standards, amendments to standards, interpretations which have been issued by the IASB that are effective in future periods and the company has decided not to adopt early.

(b) Forthcoming requirements

Title	Key requirements	Effective date*
Lack of Exchangeability – Amendments to IAS 21 The Effects of Changes in Foreign Exchange Rates	This amendment addresses how to account for situations where exchangeability between two currencies is lacking.	1 January 2025
Amendments to the Classification and Measurement of Financial Instruments – Amendments to IFRS 9 Financial Instruments and IFRS 7 Financial Instruments: Disclosures	These amendments will address financial assets with ESG-linked features and the settlement of financial liabilities by electronic payments.	1 January 2026
Annual Improvements to IFRS Accounting Standards	These improvements will address various aspects of IFRS 1 First-time Adoption of International Financial Reporting Standards; IFRS 7 Financial Instruments: Disclosures; IFRS 9 Financial Instruments; IFRS 10 Consolidated Financial Statements; and IAS 7 Statement of Cash Flows.	1 January 2026
IFRS 18 Presentation and Disclosure in Financial Statements	This new standard will provide guidance on presentation and disclosure requirements in financial statements.	1 January 2027
IFRS 19 Subsidiaries without Public Accountability: Disclosures	This standard will focus on disclosure requirements for subsidiaries without public accountability.	1 January 2027

Financial statements

For the year ended 31 December 2024

Notes (continued)**3. Principal accounting policies**

The principal accounting policies applied by the Bureau in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

(a) Revenue

Revenue represents receipts from grants, interest earnings and miscellaneous income accounted for on an accrual basis.

(b) Property, plant and equipment

Property, plant and equipment are stated at historical cost less depreciation. Historical cost includes expenditure that is directly attributable to the acquisition of the items.

Subsequent costs are included in the asset's carrying amount or recognised as a separate asset, as appropriate, only when it is probable that future economic benefits associated with the item will flow to the Bureau and the cost of the item can be measured reliably. All other repairs and maintenance are charged to the income statement during the financial period in which they are incurred.

Increases in the carrying amount arising on revaluation of property, plant and equipment are credited to the revaluation surplus in shareholders' equity. Decreases that offset previous increases of the same asset are charged against fair value reserves directly in equity; all other decreases are charged to the income statement. Each year, the difference between depreciation based on the revalued carrying amount of the asset charged to the income statement and depreciation based on the asset's original cost, net of any related deferred income tax, is transferred from the revaluation surplus to retained earnings.

Depreciation is calculated to write off the cost of property, plant and equipment on a straight-line basis over the expected useful lives of the assets concerned. The principal annual rates used for this purpose are:

Description	Useful life	Depreciation rate
Land and Buildings	50 years	2%
Computer equipment	5 years	20%
Motor vehicles	5 years	20%
Furniture and fittings	4 years	25%
Office Lab equipment	5 Years	20%

Capital work in progress is not depreciated.

The assets' residual values and useful lives are reviewed at each balance sheet date and adjusted if appropriate.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its recoverable amount.

Gains and losses on disposals are determined by comparing the proceeds with the carrying amount. These are included in the income statement in the other operating income. When revalued assets are sold, the amounts included in the revaluation surplus relating to these assets are transferred to retained earnings.

Financial statements

For the year ended 31 December 2024

Notes (continued)**3. Principal accounting policies (continued)****(e) Financial assets****Classification**

The Bureau classifies its financial assets in the following measurement categories:

those to be measured subsequently at fair value (either through OCI or through profit or loss), and those to be measured at amortised cost.

The classification depends on the entity's business model for managing the financial assets and the contractual terms of the cash flows.

For assets measured at fair value, gains and losses will either be recorded in profit or loss or OCI. For investments in equity instruments that are not held for trading, this will depend on whether the Bureau has made an irrevocable election at the time of initial recognition to account for the equity investment at fair value through other comprehensive income (FVOCI).

The Bureau reclassifies debt investments when and only when its business model for managing those assets changes.

Recognition and derecognition

Regular way purchases and sales of financial assets are recognised on trade date, being the date on which the Bureau commits to purchase or sell the asset. Financial assets are derecognised when the rights to receive cash flows from the financial assets have expired or have been transferred and the Bureau has transferred substantially all the risks and rewards of ownership.

Measurements

At initial recognition, the Bureau measures a financial asset at its fair value plus, in the case of a financial asset not at fair value through profit or loss (FVPL), transaction costs that are directly attributable to the acquisition of the financial asset. Transaction costs of financial assets carried at FVPL are expensed in profit or loss.

Equity instruments

The Bureau subsequently measures all equity investments at fair value. Where the Bureau's management has elected to present fair value gains and losses on equity investments in OCI, there is no subsequent reclassification of fair value gains and losses to profit or loss following the derecognition of the investment. Dividends from such investments continue to be recognised in profit or loss as other income when the Bureau's right to receive payments is established.

Changes in the fair value of financial assets at FVPL are recognised in other gains/(losses) in the statement of profit or loss as applicable. Impairment losses (and reversal of impairment losses) on equity investments measured at FVOCI are not reported separately from other changes in fair value.

Impairment

The Bureau assesses on a forward-looking basis the expected credit loss associated with its debt instruments carried at amortised cost and FVOCI. The impairment methodology applied depends on whether there has been a significant increase in credit risk.

For trade receivables, the Bureau applies the simplified approach permitted by IFRS 9, which requires expected lifetime losses to be recognised from initial recognition of the receivables, see note 11(a) for further details.

Financial statements

For the year ended 31 December 2024

Notes (continued)**3. Principal accounting policies (continued)****(f) Impairment of assets**

Goodwill and intangible assets that have an indefinite useful life are not subject to amortisation and are tested annually for impairment, or more frequently if events or changes in circumstances indicate that they might be impaired. Other assets are tested for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount. The recoverable amount is the higher of an asset's fair value less costs of disposal and value in use. For the purposes of assessing impairment, assets are grouped at the lowest levels for which there are separately identifiable cash inflows which are largely independent of the cash inflows from other assets or groups of assets (cash-generating units). Non-financial assets other than goodwill that suffered an impairment are reviewed for possible reversal of the impairment at the end of each reporting period.

(g) Cash and cash equivalents

For the purpose of presentation in the statement of cash flows, cash and cash equivalents includes cash on hand, deposits held at call with financial institutions, other short-term, highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities in the balance sheet

(h) Borrowings

Borrowings are initially recognised at fair value, net of transaction costs incurred. Borrowings are subsequently measured at amortised cost. Any difference between the proceeds (net of transaction costs) and the redemption amount is recognised in profit or loss over the period of the borrowings using the effective interest method. Fees paid on the establishment of loan facilities are recognised as transaction costs of the loan to the extent that it is probable that some or all of the facility will be drawn down. In this case, the fee is deferred until the draw-down occurs. To the extent there is no evidence that it is probable that some or all of the facility will be drawn down, the fee is capitalised as a prepayment for liquidity services and amortised over the period of the facility to which it relates.

Borrowings are removed from the balance sheet when the obligation specified in the contract is discharged, cancelled or expired. The difference between the carrying amount of a financial liability that has been extinguished or transferred to another party and the consideration paid, including any non-cash assets transferred or liabilities assumed, is recognised in profit or loss as other income or finance costs.

Where the terms of a financial liability are renegotiated and the entity issues equity instruments to a creditor to extinguish all or part of the liability (debt for equity swap), a gain or loss is recognised in profit or loss, which is measured as the difference between the carrying amount of the financial liability and the fair value of the equity instruments issued.

Borrowings are classified as current liabilities unless the Bureau has an unconditional right to defer settlement of the liability for at least 12 months after the reporting period.

Financial statements

For the year ended 31 December 2024

Notes (continued)**3. Principal accounting policies (continued)****(i) Trade receivables**

Trade receivables are recognised initially at the amount of consideration that is unconditional, unless they contain significant financing components when they are recognised at fair value. They are subsequently measured at amortised cost using the effective interest method, less loss allowance. See note 11(a) for further information about the Bureau's accounting for trade receivables and note 6(ii) for a description of the Bureau's impairment policies

(j) Trade and other payables

These amounts represent liabilities for goods and services provided to the Bureau prior to the end of the financial year which are unpaid. The amounts are unsecured and are usually paid within 30 days of recognition. Trade and other payables are presented as current liabilities unless payment is not due within 12 months after the reporting period. They are recognised initially at their fair value and subsequently measured at amortised cost using the effective interest method.

(k) Foreign currencies**(i) Functional and presentation currency**

Items included in the financial statements of the Bureau are measured using the currency of the primary economic environment in which the entity operates ('the functional currency'). The financial statements are presented in Zambian currency units, which is Zambia Bureau of Standards functional and presentation currency

(ii) Transactions and balances

Foreign currency transactions are translated into the functional currency using the rates of exchange prevailing at the date of transactions. Foreign exchange gains and losses resulting from the settlement of such transactions and from the translation at year end exchange rates of monetary assets and liabilities denominated in foreign currencies are recognised in the income statement.

Translation differences on non-monetary items, such as equity at fair value through profit or loss are reported as part of the fair value gain or loss. Translation differences on non-monetary items, such as equities classified as available for sale financial assets, are included in fair value reserve in equity.

Financial statements

For the year ended 31 December 2024

Notes (continued)**3. Principal accounting policies (continued)****(l) Employee benefits****(i) Pension obligations**

- (a) National Pension Scheme-Before October 2009, the employees of the Bureau were solely members of the government managed defined contribution scheme, the National Pension Scheme. The Bureau is required to contribute to the scheme 10% of each employee's compensation, split evenly between the employer and the employee. The only obligation of the Bureau with respect to the retirement benefit plan is to make the specified contributions.
- (b) Zambia Bureau of Standards Pension Trust Scheme-From October 2009, the Bureau also operated the Zambia Bureau of Standards Pension Scheme-defined contribution scheme for all qualifying employees. Contributions to the scheme are split between employees and employer, in a 1:2 split of at least 5% of employee's compensation. The assets of the scheme are held in separate trustee-administered funds, the bureau has no legal or constructive obligations to pay further contribution if the fund does not hold sufficient assets to pay all employees the benefits relating to employee's service in the current and prior periods. The total expense recognised in the income statement represents contributions payable to these plans by the bureau at rates specified in the rules of the plans.

(ii) Gratuity obligations

The estimated monetary liability for employees' accrued gratuity pay entitlement at the balance sheet date is recognised as an expense accrual.

(m) Provisions

Restructuring costs and legal claims

Provisions for restructuring costs and legal claims are recognised when: The Bureau has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Restructuring provisions comprise lease termination penalties and employee termination payments. Provisions are not recognised for future operating losses.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one item included in the same class of obligations may be small.

(n) Inventories

Inventory is stated at the lower of cost or net realisable value. Cost is determined on a first in first out basis and includes all expenditure incurred in the normal course of business in bringing the goods to their present location and condition, including production overheads based on normal level of activity. Net realisable value takes into account all further costs directly related to marketing, selling and distribution. Provision is made for obsolete and slow moving inventories.

Financial statements

For the year ended 31 December 2024

Notes (continued)**4 Critical accounting estimates and judgments**

The Bureau makes estimates and assumptions that affect the reported amounts of assets and liabilities within the next financial year. Estimates and judgments are continually evaluated and based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

5. Financial Risk management

Exposure to currency, interest rate and credit risk, arises in the normal course of the Bureau's business.

Currency risk

The Bureau incurs currency risk as a result of bank balances denominated in foreign currencies. The Bureau has operational bank accounts in US Dollars. No hedge is taken out for this risk.

Interest rate risk

The Bureau is exposed to interest rate risk to the extent of the balance of the bank accounts.

Credit risk

No collateral is required in respect of financial assets. The Bureau takes on exposure to credit, which is the risk that a counterparty will cause a financial loss to the bureau by failing to pay amounts in full when due.

At the statement of financial position date, there were no significant concentrations of credit risks (2023: nil).

The maximum exposure to credit risk is represented by the carrying amount of each financial asset in the statement of financial position.

Liquidity risk

Liquidity risk arises in the general funding of the Bureau's activities.

Liquidity management is directed towards ensuring that all the Bureau's operations can meet their funding needs, whether this is to replace existing funding as it matures, or is withdrawn.

Financial statements

For the year ended 31 December 2024

Notes (continued)

6. Financial instruments

Exposure to currency, interest rate, credit and liquidity risk arises in the normal course of the Bureau business.

(i) Credit risk

Credit risk is the risk of financial loss to the Bureau if a customer or counterparty to a financial instrument fails to meet its contractual obligations and arises principally from the Bureau's receivables and cash balances. The carrying amount of financial assets represents the maximum credit exposure. The maximum exposure to credit risk at the reporting date was:

	2024	2023
	ZMW	ZMW
Cash and cash equivalents	2,455,314	2,467,106
Other financial assets at amortised cost	15,053,314	12,535,087
	17,508,917	15,002,193

The bank accounts are held with reputable banks.

(ii) Impairment losses

The aging of other financial assets at amortised cost at the reporting date was:

31 December 2024	Current	1-30 Days	31-60 Days	61-90 Days	Over 90 Days	Total
Gross carrying amount – other financial assets		15,053,603				15,053,603
Loss allowance						
		15,053,603				15,053,603

31 December 2023	Current	1-30 Days	31-60 Days	61-90 Days	Over 90 Days	Total
Gross carrying amount – other financial assets	-	12,535,087				12,535,087
Loss allowance	-	-	-	-	-	-
	-	12,535,087				12,535,087

Trade receivables and other debtors are written off where there is no reasonable expectation of recovery. Indicators that there is no reasonable expectation of recovery include, amongst others, the failure of a debtor to engage in a repayment plan with the Bureau, and a failure to make contractual payments for a period of greater than 90 days past due.

Impairment losses on trade receivables and other debtors are presented as net impairment losses within operating profit. Subsequent recoveries of amounts previously written off are credited against the same line item.

Financial statements

For the year ended 31 December 2024

Notes (continued)

6. Financial instruments (continued)

(iii) Liquidity risk

The following are the contractual maturities of financial liabilities.

31st December 2024

	Carrying amount	Contractual cash flows	Within 1 year	1-2 years	2-5 years	Longer than 5 years
	ZMW	ZMW	ZMW	ZMW	ZMW	ZMW
Financial liabilities						
Trade payables	2,012,558	2,012,558	2,012,558			
Other payables	22,136,689	22,136,689	22,136,689			
Total	24,149,247	24,149,247	24,149,247			

31st December 2023

	Carrying amount	Contractual cash flows	Within 1 year	1-2 years	2-5 years	Longer than 5 years
	ZMW	ZMW	ZMW	ZMW	ZMW	ZMW
Financial liabilities						
Trade payables	1,772,802	1,772,802	1,772,802			
Other payables	16,188,984	16,188,984	16,188,984			
Total	17,961,786	17,961,786	17,961,786			

(iv) Currency risk

Foreign currency risk is the risk that the fair value or future cash flows of an exposure will fluctuate because of changes in foreign exchange rates. The Bureau's exposure to the risk of changes in foreign exchange rates relates primarily to the Bureau's operating activities (when revenue or expense is denominated in a foreign currency).

The summary quantitative data about the Bureau's exposure to currency risk as reported to the management is as follows:

2023	Kwacha Equivalent of FC balances	10% FC	Net amount FC
Cash and cash equivalents	14,540	1,454	13,086
Net exposure	14,540	1,454	13,086

The following significant exchange rates have been applied during the year:

	Reporting Date	Spot rate
Kwacha	2024	2023
US\$ 1	27.86	25.69

Financial statements

For the year ended 31 December 2024

Notes (continued)**6. Financial instruments (continued)****(iv) Currency risk (continued)****Sensitivity Analysis**

A 10 percent strengthening of the Kwacha against the foreign exchange exposure at 31st December 2023 would have increased the profit and increased the retained income. This would have been by the amounts shown below. Thus, this analysis assumes that all other variables, in particular interest rates, remain constant and ignores any impact of forecast sales and purchases.

Bureau income and surplus/(deficit)

	ZMW
31 st December 2024	20,684

A 10 percent weakening of the Kwacha against the foreign exchange exposure at 31st December 2023 would have the equal but opposite effect on the above currencies to the amounts shown above, on the basis that all other variables remain constant.

7. Revenue from Government grants

Revenue represents receipts of Government grants.

8. (a) Income

	2024	2023
	ZMW	ZMW
Appropriation in aid	42,397,176	36,897,175
Capital grants released	2,083,321	2,174,436
Deferred income	1,151,710	1,009,901
Non-operating income	3,618,707	57,431
	49,250,914	40,138,943

9. (a) Accounting policies and significant judgements

Revenue from providing services is recognised in the accounting period in which the services are rendered.

10. (a) Other Income

Sundry income	3,618,707	57,431
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Financial statements
For the year ended 31 December 2024

Notes (continued)

	2024	2023
	ZMW	ZMW
10. (b) Other gains and losses		
Net exchange gains	20,684	61,055
	20,684	61,055
10. (c) Breakdown of expenses by nature		
Costs of certification and testing	2,746,956	3,333,966
Costs of income generating activities	504,184	163,204
Costs of personnel	33,806,526	28,560,470
Amortisation of intangible assets	28,408	25,683
Depreciation	3,486,679	3,904,638
Recurrent expenditure	12,350,715	12,127,622
	52,923,468	48,115,583
10. (d) Financial costs and incomes		
Financial income		
Interest income from financial assets held for cash management purposes	4,522	37,114
Financial costs		
Interest and finance charges paid	(95,272)	(52,731)
Net finance (costs)	(90,750)	(15,617)

11. Financial assets and financial liabilities

This note provides information about the Bureau's financial instruments, including: an overview of all financial instruments held by the Bureau specific information about each type of financial instrument accounting policies information about determining the fair value of the instruments, including judgements and estimation uncertainty involved.

	2024	2023
	ZMW	ZMW
Financial assets		
Financial assets at amortised cost		
Other financial assets at amortised cost	15,053,603	12,535,087
Cash and cash equivalents	2,455,314	2,467,106
	17,508,917	15,002,193
Liabilities at amortised cost		
Trade and other payables	24,149,247	17,961,785

Financial statements

For the year ended 31 December 2024

Notes (continued)

11. Financial assets and financial liabilities (continued)

11. (a) Other financial assets at amortised cost

Financial assets at amortised cost include the following debt investments

	2024	2023
	ZMW	ZMW
Other receivables	15,053,603	12,535,087
Less:		
Provision for impairment losses	-	-
	15,053,603	12,535,087

Classification of financial assets at amortised cost

The Bureau classifies its financial assets as at amortised cost only if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cash flows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Impairment and risk exposure

Information about the impairment of trade receivables and the Bureau's exposure to credit risk and foreign currency risk can be found in note 6(i), (ii) and (iii).

Other receivables

These amounts generally arise from transactions outside the usual operating activities of the Bureau.

(b) Cash and cash equivalents

	2024	2023
	ZMW	ZMW
Cash in hand and at bank	2,455,314	2,467,106
Short term deposits with commercial banks	-	-
	2,455,314	2,467,106

Reconciliation to cash flow statement

The above figures reconcile to the amount of cash shown in the statement of cash flows at the end of the financial year as follows:

Balances as above	2,455,314	2,467,106
Bank overdrafts	-	-
Balances per statement of cash flows	2,455,314	2,467,106

Financial statements

For the year ended 31 December 2024

Notes (continued)**Classification as cash equivalents**

Term deposits are presented as cash equivalents if they have a maturity of three months or less from the date of acquisition and are repayable with 24 hours' notice with no loss of interest. See note 3(g) for the Bureau's other accounting policies on cash and cash equivalent

	2024	2023
Current liabilities	ZMW	ZMW
Trade payables	2,012,558	1,772,802
Sundry Payables, Accruals & Provisions	22,136,689	16,188,984
	<u>24,149,247</u>	<u>17,961,786</u>

Trade payables are unsecured and are usually paid within 30 days of recognition.

The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature

12. Non-financial assets and financial liabilities

This note provides information about the Bureau's non-financial assets and liabilities, including: specific information about each type of non-financial asset and non-financial liability:

- property, plant and equipment
- Intangible assets
- Deferred income
- employee benefit obligations

Financial statements

For the year ended 31 December 2024

12. (a) Property, plant and equipment

(a) Summary

	Land & Buildings	Motor Vehicles	Laboratory Equipment	Fixtures & office equipment	Total
Cost/valuation	ZMW	ZMW	ZMW	ZMW	ZMW
At 1 January 2023	15,290,159	5,253,392	28,495,152	4,843,467	53,882,170
Additions	-	74,000	6,784,362	488,875	7,347,237
Revaluation	14,913,841	56,190	-	-	14,970,031
Disposal	-	(56,190)	-	-	(56,190)
Elimination on revaluation	-	(337,810)	-	-	(337,810)
At 31 December 2023	30,204,000	4,989,582	35,279,514	5,332,342	75,805,438
At 1 January 2024	30,204,000	4,989,582	35,279,514	5,332,342	75,805,438
Additions	4,530	-	14,000	317,014	335,544
At 31 December 2024	30,208,530	4,989,582	35,293,514	5,649,356	76,140,982
Depreciation					
At 1 January 2023	2,452,640	3,834,363	25,172,388	3,282,886	34,742,277
Charge for the year	354,116	479,514	2,211,820	859,188	3,904,638
Disposals	-	(93)	-	-	(93)
Elimination on revaluation	(2,706,309)	337,810	-	-	(3,044,119)
At 31 December 2023	100,447	3,975,974	27,384,208	4,142,074	35,602,703
At 1 January 2024	100,447	3,975,974	27,384,208	4,142,074	35,602,703
Charge for the year	603,058	397,984	2,049,635	436,002	3,486,679
Adjustment on depreciation(2022)	-	-	-	(442,807)	(442,807)
At 31 December 2024	703,505	4,373,958	29,433,843	4,135,269	38,646,575
Net book value					
At 31 December 2024	29,505,025	615,624	5,859,671	1,514,087	37,494,407
At 31 December 2023	30,103,553	1,013,608	7,895,306	1,190,268	40,202,735

Financial statements

For the year ended 31 December 2024

12. (a) Property, plant and equipment**(a) Summary**

Carrying amounts that would have been recognised if land and buildings were stated at cost

If freehold land and buildings were stated on the historical cost basis, the amounts would be as follows:

	2024	2023
Land and buildings	ZMW	ZMW
Cost	2,165,764	2,165,764
Accumulated depreciation	(216,576)	(173,261)
Net book value	1,949,188	1,992,503

12. (b) Intangible asset**Cost/valuation**

	2024	2023
	ZMW	ZMW
At 1 January	785,735	731,239
Additions	-	54,496
At 31 December	785,735	785,735

Amortisation

	2024	2023
	ZMW	ZMW
At 1 January	694,243	668,560
Charge for the year	28,408	25,683
At 31 December	722,651	694,243
Net book value	63,084	91,492

Financial statements

For the year ended 31 December 2024

Notes (continued)

12. (c) Deferred income

(a) Summary

Carrying amounts that would have been recognised if land and buildings were stated at cost

If freehold land and buildings were stated on the historical cost basis, the amounts would be as follows:

	2024	2023
	ZMW	ZMW
At beginning of the year	837,043	2,692,480
Prior year	-	(771,456)
Received during the year	564,700	98,196
Transfer to capital grant	-	(172,276)
Deferred income released	(1,151,710)	(1,009,901)
At end of the year	250,034	837,043

These funds were received from Zambia Agribusiness Trade Project (ZATP) and Solidaridad for promoting MSME's, Standards Development and conformity assessment on Horticulture products in the Country.

12. (d) Employee benefit obligations

Current liability

Provision for gratuity	3,339,619	2,263,435
At end of the year	3,339,619	2,263,435

13. (a) Capital grants

At beginning of the year	7,237,036	1,921,024
Received during the year	-	6,718,992
Prior Year	-	771,456
Capital grants amortised	(2,083,321)	(2,174,436)
At end of the year	5,153,715	7,237,036

13. (d) Revaluation reserves

At beginning of the year	17,346,681	11,277,330
Revaluation surplus	-	17,620,150
Realisation of revaluation reserves	(298,277)	(11,550,799)
At end of the year	17,048,404	17,346,681

The revaluation reserve account records the difference between the new value of the revalued assets and their net book values, which is represented by cost less accumulated depreciation.

Financial statements

For the year ended 31 December 2024

Notes (continued)**13. (c) Revenue reserves**

	2024	2023
	ZMW	ZMW
At beginning of the year	11,913,873	(3,873,833)
Prior year adjustment	-	12,205,223
Deficit for the year	(3,747,142)	(7,968,316)
Realisation of revaluation reserves	298,277	11,550,799
At end of the year	8,465,008	11,913,873

The Revenue reserves account represents the accumulation of annual surpluses/deficits. Accumulated funds have significantly decreased from a surplus of ZMW 11,913,873 (FY2023) to a positive balance of ZMW 8,465,008 owing prior to the reported deficit of ZMW 3,747,142 recorded during the year ended 31st December 2024.

14. Related Parties**(a) Identity of related parties**

The Bureau has a common enterprise relationship with Government of the Republic of Zambia, the Board of directors and members of the Bureau's key management team

(b) Control and governance of the Bureau

The Bureau has a common enterprise relationship with Government of the Republic of Zambia and falls under the auspices of the Ministry of commerce, Trade and Industry. Internal supervision of its management and control of the affairs of the Bureau, however, is vested in the Board.

(c) Key management of the Bureau

The key management of the Bureau i.e. officers other than Board members with the ability, directly or indirectly, to control or exercise significant influence over the Bureau in making financial and operating decisions, are listed on Corporate and Administration Information and their remuneration is shown below.

(d) Transactions with related parties

None of the Board members, key executives or parties related to them has undertaken any material transactions with the Bureau. However, the GRZ and its departments are regarded as single related party, the list of related party transactions in these financial statements is summarised below.

Financial statements

For the year ended 31 December 2024

Notes (continued)**14. Related Parties**

	2024	2023
	ZMW	ZMW
Government Funding received	42,397,176	36,897,175
Board Expenses	1,308,472	2,224,143
Key management remuneration	7,929,603	2,841,289

15 Capital commitments

The Bureau did not have any capital commitments during the year under review.

16 Contingent liabilities

There were no contingent liabilities as at the period-end (2023: Nil)

17 Events subsequent to balance sheet date

There has not arisen since the end of the financial year any item, transactions or event of a material and unusual nature likely, in the opinion of the directors of the Bureau, affect substantially the operations of the economic entity, the results of those operations or the state of affairs of the economic entity in subsequent financial years.

18 Comparative figures

Comparative figures are restated where necessary to afford a reasonable comparison.

Financial statements
For the year ended 31 December 2024


Recurrent expenditure

Appendix I

	2024	2023
	ZMW	ZMW
Audit services	69,600	69,600
Cleaning materials and expenses	299,928	281,211
Coding of Assets	2,430	-
Commemorative events	88,599	159,311
Electricity	374,336	209,142
Entertainment	3,000	31,500
Fuel and lubricants	960,804	717,127
Insurance	230,782	262,741
Lunch allowances	20,680	27,700
Marketing and public relations expenses	1,698,074	1,299,228
Office and meeting expenses	254,604	219,414
Postage, post box rentals and courier services	30,594	156,626
Printing & stationery	649,390	448,570
Protective clothing & uniforms	6,045	44,650
Recruitment expenses	12,098	77,529
Rent and rates	215,977	64,760
Renewal of payroll package licences	130,444	100,348
Repairs and maintenance-buildings	319,638	230,577
Repairs and maintenance-equipment	797,618	1,229,378
Repairs and maintenance-motor vehicles	388,310	278,650
Security services	258,450	219,368
Staff training & development study tours	245,154	251,143
Staff welfare	68,430	160,887
Fees for subscriptions	1,137,547	869,471
Subsistence allowances-local	510,992	531,611
Subsistence allowances-foreign	950,891	783,825
Telephone, fax, email	263,309	271,177
Travel expenses-foreign	529,921	514,594
Travel expenses-local	69,341	58,500
Water and sewerage	36,658	36,276
Workshop expenses	401,105	285,035
Board Expenses	1,308,472	2,224,143
Newspapers & Communications	17,495	13,530
Total recurrent expenditure	12,350,715	12,127,622



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