



**AN ACT TO AMEND THE INSTITUTE OF PUBLIC ADMINISTRATION
ACT, NO. 1 OF 2007 AND OTHER MATTERS
RELATED THERETO**

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SECTIONS

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ACT NO. 9 OF 2022

I ASSENT

{DR. HUSSEIN ALI MWINYI}
PRESIDENT OF ZANZIBAR AND CHAIRMAN OF
THE REVOLUTIONARY COUNCIL

22 December, 2022

AN ACT TO AMEND THE INSTITUTE OF PUBLIC ADMINISTRATION
ACT, NO. 1 OF 2007 AND OTHER MATTERS
RELATED THERETO

ENACTED by the House of Representatives of Zanzibar.

PART ONE
PRELIMINARY PROVISIONS

Short title and
Commence-
ment.

1. This Act may be cited as the Institute of Public Administration (Amendment) Act, 2022 and shall come into operation upon being assented to by the President and published in the Gazette.

Construction.

2. This Act shall be read as one with the Institute of Public Administration Act, No. 1 of 2007, in this Act referred to as the "Principal Act".

PART TWO
AMENDMENT PROVISIONS

Amendment of
section 2.

3. Section 2 of the Principal Act is amended by:

- (a) deleting the interpretation of the word "Director" and substituting it for the interpretation of the word "Principal" as follows:



“Principal” means Principal of the Institute appointed in accordance with the provisions of section 9 of this Act;

(b) deleting the interpretation of the word “Registrar”;

Amendment
of section 4.

4. Section 4(1) of the Principal Act is amended by:

(a) adding new paragraphs (i) and (j) immediately after paragraph (h) as follows:

“(i) to promote the efficiency of public and private servants and preparing them academically and practically to assume responsibilities;

(j) to reinforce efforts of Government administrative reform and developments in public service”;

(b) renumbering paragraph (i) to be paragraph (k).

Amendment
of section 5.

5. Section 5 of the Principal Act is amended by:

(a) repealing subsection (1) and replacing it with a new subsection (1) as follows:

“(1) There shall be a Council of the Institute which shall be composed of:

(a) a Chairperson who shall be appointed by the President;

(b) the Principal of the Institute;

(c) the Deputy Principal of Academic, Research and Consultancy;

(d) the Deputy Principal of Administration, Planning and Finance;

(e) Director responsible for human resources from the Ministry responsible for public service as an ex-officio member;

(f) one representative from Ministry responsible for education in the position of Director;



- (g) president of the Students Organization of the Institute;
- (h) one member to be appointed by the Minister and shall be a person who has knowledge and experience in public administration or academic management;

(b) deleting the words “or trade union” appearing in subsection (2)”.

Addition of
new sections
5A and 5B.

6. The Principal Act is amended by adding new sections 5A and 5B immediately after section 5 as follows:

Vice –
Chairperson.

5A. The members of the Council shall elect one among them to be a Vice – Chairperson of the Council.

Co-opted
member.

5B. The Council may invite any person to attend in any deliberations of the meeting of the Council as an expert but the co-opted member shall have no right to vote”.

Repeal and
replacement of
section 9.

7. Section 9 of the Principal Act is repealed and replaced with a new section 9 as follows:

“Appoint-
ment of
Principal.

9.-(1) There shall be the Principal of the Institute who shall be appointed by the President after the recommendations from the Council.

(2) A person shall qualify to be appointed as the Principal of the Institute if that person:

- (a) holds a PhD. Degree in Public Administration, Human Resource Management, Law, Business Administration, Economics or any other related field from recognized institution by the Government;
- (b) has experience in that field of at least seven years; and
- (c) has a high integrity.

(3) The Principal of the Institute appointed under the provisions of subsection (1) of this section, shall be the Chief Executive Officer of the Institute”.

Repeal and
replacement
of section 10.

8. Section 10 of the Principal Act is repealed and replaced with a new section 10 as follows:

"Appoint-
ment of
Deputy
Principals.

10.-(1) There shall be a Deputy Principal of Administration, Planning and Finance and Deputy Principal of Academic, Research and Consultancy of the Institute who shall be appointed by the President.

(2) Deputy Principal of Administration, Planning and Finance and Deputy Principal of Academic, Research and Consultancy shall be appointed through competitive recruitment process on such term as the President may determine.

(3) A person shall qualify to be appointed as Deputy Principal of Administration, Planning and Finance if that person:

- (a) holds PhD. Degree in Management, Public administration, Human resource management or any other related fields from recognized institution by the Government; and
- (b) has experience in administrative matters for a period of not less than five years.

(4) The Deputy Principal of Administration, Planning and Finance shall:

- (a) be the immediate assistant and chief advisor of the Principal of the Institute in all matters pertaining to the administration, planning and finance of the Institute;
- (b) oversee the implementation of the Institute Strategic Plan as well as guidelines provided by the Institute;
- (c) oversee and be the link of the existing departments under him; and
- (d) supervise all matters relating to the administration as prescribed by the Council or Principal of the Institute.



(5) A person shall qualify to be appointed as Deputy Principal of Academics, Research and Consultancy if that person:

- (a) holds a PhD Degree in the field of education, Public administration, law, Human Resource Management or any other related fields from recognized Institution by the Government; and
- (b) has an experience in academic matters or administration for a period of not less than five years.

(6) The Deputy Principal of Academic, Research and Consultancy shall:

- (a) advise the Principal on academic and professional matters of the Institute;
- (b) present the examination results to the Academic Committee and submit to the Council of the Institute;
- (c) oversee the implementation of all academic guidelines provided by the Institute and governing bodies; and
- (d) perform any other functions as directed by the Council or Principal.

(7) The Deputy Principal of Administration, Planning and Finance and the Deputy Principal of Academic Research and Consultancy shall hold the office for the term of three years and may be eligible for reappointment for another term”.

Repeal and
replacement
of section 11.

9. Section 11 of the Principal Act is repealed and replaced with a new section 11 as follows:

Depart-
ments of
the
Institute.

11.-(1) The Institute shall consist of departments as the Council may determine.



(2) The Council shall appoint Heads of departments of the Institute on the recommendations of the Principal in accordance with the Public Service Act.

(3) A person shall qualify to be appointed as head of department if that person:

- (a) holds at least Master Degree in the field of education, business, public administration, law, economics or related field from recognized Institution by the Government; and
- (b) has at least five years of working experience in an academic institution.

(4) Heads of departments shall serve the office for the term of three years and may be eligible for reappointment for another term.

(5) The functions of heads of departments shall be, to:

- (a) assist and advise the Principal and Deputy Principals; and
- (b) oversee all matters relating to the department”.

Amendment
of section 12.

10. Section 12 of the Principal Act is amended by deleting the word “trainees” and substituting it for the word “students” and this amendment shall be effected wherever the word “trainees or trainee”, as the case may be, appears in the Principal Act.

Repeal and
replacement of
section 14.

11. Section 14 of the Principal Act is hereby repealed and replaced with a new section 14 as follows:

“Annual
budget.

14.-(1) Subject to the provisions of the Public Finance Management Act, the Principal shall prepare or cause to be prepared annual estimate of the revenue and expenditure of the Institute for the particular financial year.

(2) The Council shall, before the commencement of a financial year, consider and approve, subject to such modification and amendment as may consider appropriate the estimate prepared in accordance with the provisions of subsection (1) of this section”.



Amendment
of Section 16.

12. Section 16 of the Principal Act is hereby amended by deleting the words “Establishment of Auditor General Act, No. 11 of 2003” and substituting it for the words “Establishment of the Office of the Controller and Auditor General Act”.

PASSED by the House of Representatives of Zanzibar on 12th December, 2022.

A handwritten signature in blue ink, appearing to read 'Raya Issa Msellem', is written over a dotted line.

(RAYA ISSA MSELLEM)

Clerk of the House of Representatives of Zanzibar.