



**UGANDA NATIONAL BUREAU OF STANDARDS
ANNUAL REPORT 2008/09**



Laboratory analysis to verify quality and safety of products

Vision of UNBS

To be a leading institution of international repute in the provision of standardization services

Mission of UNBS

To enhance national development through the application of standards in trade, industry and consumer protection

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ABBREVIATIONS

Codex (CAC)-Codex Alimentarius Commission

COMESA-Common Market for East Central and Southern Africa

EAC- East African Community

ICT- Information and Communications Technology

ISO-International Organization for Standardization

ISONET -ISO Information Network

MOH-Ministry of Health

MTTI-Ministry of Tourism, Trade and Industry

NDA-National Drug Authority

NMISA-National Metrology Institute of South Africa

NML-National Metrology Laboratory

NSC-National Standards Council

PPDA-Public Procurement and Disposal of Public Assets Authority

PTB-Physikalisch Technische Bundesanstalt

SADC-South African Development Co-operation

SADCMET- South African Development Co-operation Metrology

SIDA-Swedish International Development Cooperation Agency

SPS-Sanitary and Phytosanitary Measures

SQMT-Standards Development, Quality Assurance, Metrology and Testing

TBT-Technical Barriers to Trade

TC-Technical Committee

UNBS- Uganda National Bureau of Standards

UNIDO-United Nations Industrial Development Organization

UIRI-Uganda Industrial Research Institute

WTO-World Trade Organization

LETTER OF TRANSMITTAL

Major General Kahinda Otafiire

Hon. Minister of Tourism, Trade and Industry

P.O Box 4241

Kampala, Uganda

Honourable Minister,

Persuant to section 40 of the Uganda National Bureau of Standards Act, 1983, I have the honour to present to you the Annual Report for Uganda National Bureau of Standards for the financial year 2008/09. The report contains draft accounts for the same period.

On behalf of management I wish to express our sincere gratitude for the keen interest and support offered by the Ministry of Tourism, Trade and Industry for the effective operations of UNBS.

Yours faithfully,

UGANDA NATIONAL BUREAU OF STANDARDS

Dr. Terry Kahuma

EXECUTIVE DIRECTOR

The National Standards Council Members, 2008/09

The Council comprised of 10 persons, namely:

Dr. William M. Ssali	- Chairman
Prof. Joyce K. Kikafunda	- Member
Dr. Moses Kizza Musaazi	- Member
Prof. Eliab Lugujjo	- Member
Prof. Richard Odoi Adome	- Member
Mr. Rogers Enyaku	- Member
Mr. Dison B. Okumu	- Member
Eng. Samuel Ssenkungu	- Member
Hajat Sarah B. Lubega	- Member
Dr. Terry Kahuma	- Secretary/Executive Director

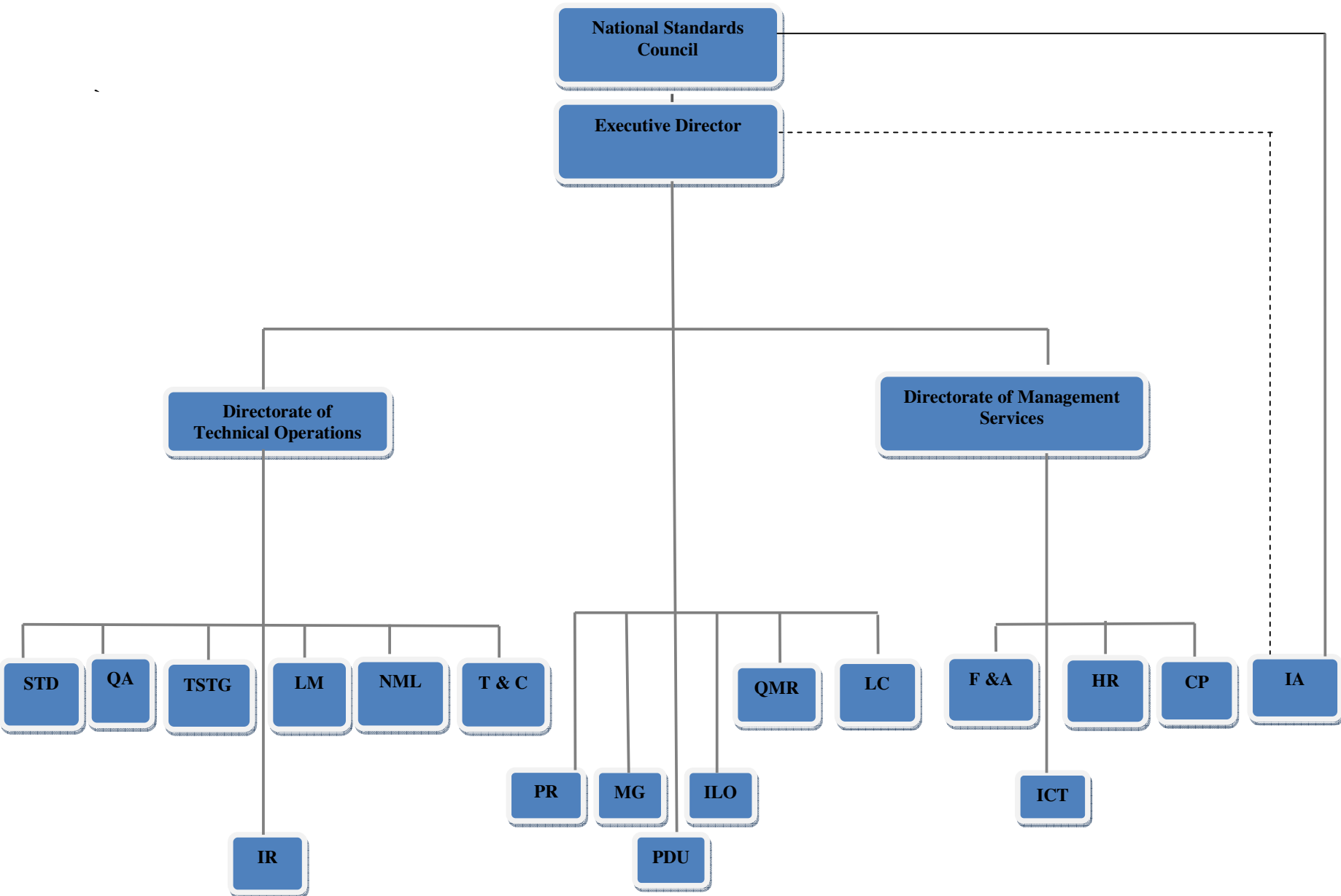
Bankers

1. Stanbic Bank LTd.
2. Standard Chartered Bank Ltd.

Auditors

Office of the Auditor General

UNBS ORGANISATION CHART



QA-Quality Assurance, LM-Legal Metrology, NML- National Metrology Laboratory, T&C-Training and Consultancy, PR-Public Relations, MG-Marketing, IL-International Liaison, QMR-Quality Management Representative, F&A-Finance and Administration, HR-Human Resources, CP-Corporate Planning, LC-Legal Counsel, ICT-Information and Communication Technology, STD-Standards, IA-Internal Audit, IR-Information Resource, PDU-Procurement and Disposal Unit.



Dr. Terry Kahuma
EXECUTIVE DIRECTOR



Mr. Owen Kinyaga
QUALITY MANAGEMENT REPRESENTATIVE



Dr. Nelson Akint / STAFF REPRESENTATIVE



Mrs. Patricia E. Rogata
MANAGER STANDARDS DEVELOPMENT



Ms. Wambuihaka | LEGAL OFFICER



Mr. John Njiru | AUDIT MANAGER



Mr. David Angwari
FINANCE AND ADMINISTRATION MANAGER

Management Team



Dr. Ben Mutyinda
DEPUTY EXECUTIVE TECHNICAL OPERATIONS



UGANDA NATIONAL BUREAU OF STANDARDS



Mr. Jackson Mubanyi
TRAINING AND CONSULTANCY MANAGER



Mr. Moses Ssekya
PRINCIPAL PUBLIC RELATIONS OFFICER



Mr. John Piliwanzu
MANAGER LEGAL METROLOGY



Mr. Macky Aomv
DEPUTY EXECUTIVE DIRECTOR MANAGEMENT SERVICES



Mrs. Susan Amwaga
HUMAN RESOURCE MANAGER



Dr. Mark Kinyaga
PRINCIPAL ACCOUNTANT



Mr. David Mubanyi
MANAGER TESTING DEPARTMENT



Mr. Yusef Lwiza
MANAGER NATIONAL METROLOGY LABORATORY



Mr. Patrick Ssekubako
MANAGER QUALITY ASSURANCE



Mr. Isaac Kinyaga
MANAGER TECHNICAL LIAISON

Executive Director's Brief for the Financial Year 2008/09



Dr. Terry Kahuma – Executive Director

In line with our mission to enhance development through the application of standards in trade, industry and consumer protection UNBS during the period under review put concerted efforts to enhance awareness of its activities across the stakeholders. UNBS mandate can be summed as promotion of local industries, facilitation of trade and consumer protection.

In fulfillment of this mandate UNBS operates an integrated system whereby Standards development, Quality Assurance, Testing, Metrology (measurement sciences) activities are all conducted at UNBS as one-stop centre.

In promoting local industries and facilitating trade a total of 146 Uganda standards were elaborated during the period under review to provide benchmarks that guide local manufacturers on the production of quality and safe products. During the same period 136 products were certified and issued with the Quality Mark. Such products benefit from unlimited access to regional and international markets.

UNBs laboratories continued to be the national reference centre for testing of products to certify conformity to standards with beneficial recommendations for improvements. The laboratories registered a significant increase in samples tested by about 10% compared to the previous FY. These samples were mainly for value addition through product development while others were for consumer protection through market surveillance and imports inspection activities.

The quality of any product or service is also greatly influenced by the accuracy of industrial measuring equipment. During the year under review a total of 823 equipment calibrations from over 100 companies were done to ensure correct measurement are used in the production process. Another key activity is the verification of Weights and Measuring instruments used in trade to ensure correct measurements of tradable items so that neither the seller nor the buyer is cheated in the process. The bureau registered an increase of 10% of equipments verified during this period.

The market surveillance and imports inspection functions continued to play an important role in protecting consumers against substandard and unsafe products and shielding local manufactures against unfair competition from such items. Over 15,000 consignments were inspected and 125 prohibited entry into the country on account of being substandard.

To underpin the above activities UNBS put emphasis on capacity building in standards which led to the upgrade of the Training function into a fully fledged Department. The attendant flexibility enabled training of over 400 actors and delivery of advisory services to several enterprises and especially SMEs which employ the majority of Ugandans with less formal education. We intend to scale up our outreach to upcountry/rural areas with recruitment of additional staff.

I am glad to report that the Ministry of Energy & Mineral Development delegated to UNBS the responsibility for marking all fuel products entering into the country to prevent adulteration, dumping and smuggling of fuel. UNBS took this function diligently and positioned inspectors at various entry points and in the market for surveillance purpose. I wish to report that these vices of fuel adulteration, dumping and smuggling have significantly reduced to the advantage of motorists and increase in the tax revenues.

UNBS is proud to have played a complimentary role in the realization of a number of government initiatives including commercialization of cassava root crop, implementation of standards in water sector, meat hygiene, vegetable oil sector, and food fortification as well as several initiatives in government ministries and statutory bodies.

We would like to pay tribute to the Government of Uganda for availing 15 acres of land and committing funds for the construction of the UNBS Home through the Public Investment Plan (PIP). Government budgetary support though still at about 50% of the budget needs increased to Shs 7.7 bn in the FY 2008/9 including the development budget. The Bureau also managed to increase internally generated funds from Shs. 1.620 bn in FY 2007/8 to Shs. 2.290 bn during the reporting period. This increase in non tax revenue (AIA) has greatly bridged some logistical and support gaps previously experienced. It is important to note also that UNBS accounts for the FY 2007/8 were audited and passed by the Auditor General without any major queries and the 2008/09 accounts are being finalized but no major queries have been raised in the management letter.

Initiatives were undertaken to review the outdated UNBS Act 1983 Act, the Weights & Measures 1963 Act and to introduce a draft Anti counterfeit Bill to address legal shortfalls that have impeded UNBS' effectiveness in service delivery.

UNBS recruited additional 45 staff to beef up the manpower that at the time of reporting had reached 218. Training and capacity building for staff was undertaken particularly in fields relevant to needs of UNBS.

The theme in this report is "Standards for Competitiveness through Value Addition" and this is going to be a major area of focus in the next financial year. However, as will be seen in the main report UNBS recorded moderate achievements in her planned output due to outdated laws and inadequate funding leading to inadequate staff capacity and operational constraints.

Finally I am proud of the dedication of UNBS staff, their continued efforts towards fulfilling our important mandate and look forward to another successful year in which we will strive to create opportunities for fair trade for all in partnership with our stakeholders. I welcome the publication of this report and wish you the best.

For God and My Country

Dr Terry Kahuma
Executive Director

Overview of the Directorate of Technical Operations



Dr. Ben Mayindo – Deputy Executive Director – Technical Operations

The Directorate of Technical Operations is responsible for standardization activities within UNBS. These activities that are reflected in the mission of UNBS are standards development, quality assurance, metrology and testing (SQMT). In order to enhance national development through application of standards in industry, trade and for consumer protection, the directorate is organized through 6 departments and one division and has over 70% of total staff. The departments are that of standards; quality assurance; legal metrology; industrial and scientific metrology; laboratory testing and training and consultancy. The Information resource centre is the only division that reports directly to the Deputy Executive Director Technical.

Moderate achievements were registered during the year under review. Moderate because the UNBS still faces challenges of operating under an old law (1983) that requires revision, the inadequate funding of UNBS leading to inadequate staff capacity and operational constraints.

In the standards department, a total of 146 Uganda standards were developed. In the quality assurance area, 136 product certification permits were issued; 15,838 consignments of imports inspected (approximately 1% rejected); and 552 market and industrial surveillance visits made. A total of 823 equipment calibrations were undertaken by the National metrology laboratories involving over 100 companies; while the testing laboratories were able to analyze 4,262 samples. In the legal metrology department that is responsible for verification of weights and measures, bulk measures, fuel pumps and prepackage control; 428,695 weights and measures were verified.

The training and consultancy department successfully hosted the annual standards conference 2009 and also offered training to over 400 participants in standards implementation. The resource centre was able to add 2,763 new materials to the documentation centre while 453 TBT notifications were disseminated.

At national level the directorate continued to interface and assist in the development and implementation of standards with Ministry of Agriculture, Ministry of Health, Ministry of Energy, Ministry of Tourism, Trade and Industry and other government departments and agencies such as National Drug Authority and Public Procurement and Disposal Authority. At the regional and international levels, UNBS through the directorate, continued to represent Uganda in the standards harmonization process and conformity assessment procedures at EAC, COMESA, SADC, ISO, WTO, Codex and others.

The directorate would like to recognize and appreciate the additional support that was received from government and development partners such as UNIDO and PTB and other support from ministries and agencies for the joint programmes undertaken.

Overview of the Directorate of Management Services



Mr. Mackay Aomu – Deputy Executive Director – Management Services

The new organization structure for UNBS was implemented in May 2007 and the Directorate of Common Services was renamed as Management services. The Directorate of Management Services is largely a support function and driver to the Operations Directorate in terms of logistics and Human Resources. The Directorate of Management Services is headed by a Deputy Executive Director who oversees the Finance and Administration Department, Human Resources, Information and Communication Services and Corporate Planning and Monitoring and administratively legal services.

UNBS attained a vote status during the year 2008/09 and for the first time obtained a development budget support which enable it to procure five (5) vehicles, critical equipment for ICT and a heavy duty generator. The Bureau also obtained a land title for its 15 acres land at Bweyogerere near Kampala and also secured Shs.2,59bn for the construction of its Home on this land during the year under review. These funds have been secured under a letter of credit account at Bank of Uganda as the services of a Consultant and a Contractor are being tendered. Letters of credit are to be issued from this account when the tenders are awarded.

The Government funding although still at about 50% of UNBS budget needs increased from Shs.3.8bn in the financial year 2005/06 to Shs.7.7bn in the FY2008/09. The Bureau also witnessed a growth in the Appropriation In Aid (AIA) revenue from Shs.1.620bn in the FY 2007/08 to Shs.2.290bn in the FY2008/09. However the Government Support and AIA still remain only a fraction of UNBS financial needs for human resources, equipment and operations.

The Bureau's staff although at about 50% of the optimal level registered an increase of 45 additional staff recruited during the FY2008/09. The total staff strength stood at 218 against the projected minimum of at least 500 staff. UNBS encourages staff development programs on an equal opportunity basis. However a majority of the training programs undertaken by staff are sponsored by Agencies/Donors and in helping staff fulfill their training objectives the Bureau pays out of pocket allowance. A number of welfare schemes were implemented including Staff Group Insurance and a fully sponsored medical scheme.

During the year under review amendments were made to the UNBS ACT, 1983, the counterfeits bill was drafted and five (5) cases were successfully prosecuted with convictions.

The Information and Communication Technology (ICT) division is under review and being placed as an integral part of the strategic plan. The ICT achievements have been gradual but incremental. The LAN was extended to the Laboratories and two (2) other offices in Kampala. A heavy duty server was secured under the European Union Project and the ICT division is being reviewed for upgrade of the infrastructure and the human resources.

To enhance strategic planning and monitoring a Corporate Planner will be recruited in the next financial year 2009/10 and UNBS will continue to benchmark its activities with the

sister bureaux at the regional level and as well borrow from the developed world. The Directorate appreciates the support from government and efforts by all the UNBS staff.

Table showing UNBS planned and actual performance in key SQMT areas for the financial years 2007/08 and 2008/09

a) Standards Development, Laboratory Testing, Calibration, and Legal Metrology Activities

Activity	2007/08	2008/09		
	Actual	Planned	Actual	Variance 2008/09
Standards Development (number of standards)	140	150	136	-14
Lab Analysis tests (number of samples analysed)	3,925	3,333	4,262	+929
Calibration Services (number of equipment)	1,022	1100	823	-277
Verification of weights and measures	390,695	429,596	428,695	-901

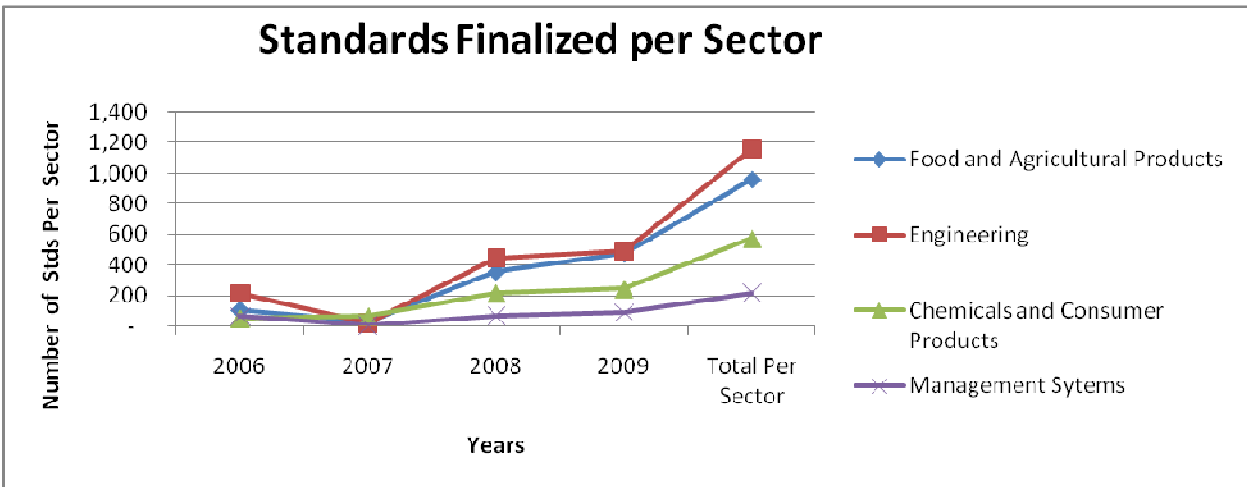
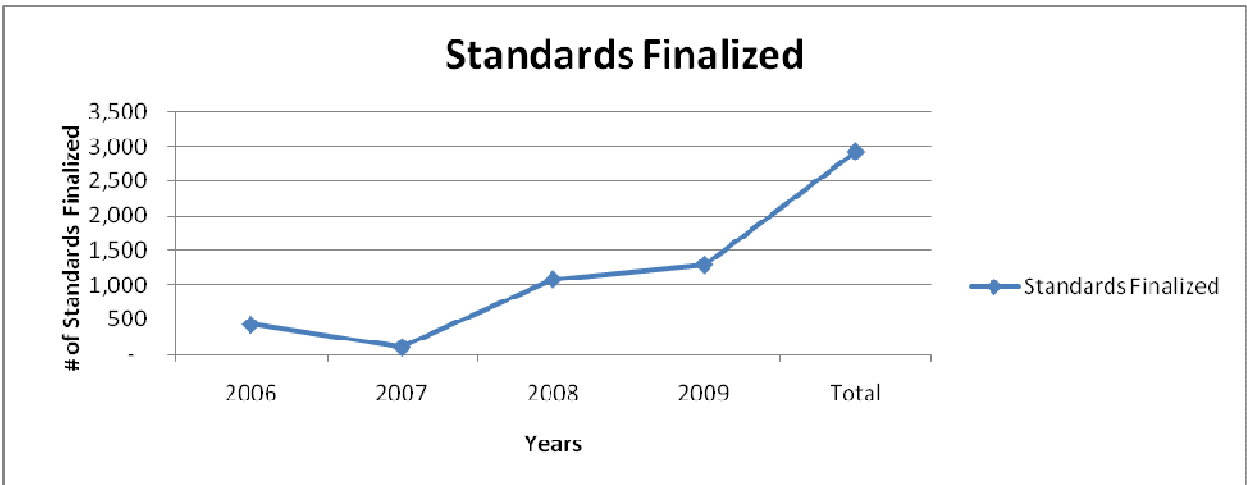
b) Quality Assurance Activities

Activity	2007/08	2008/09		
	Actual	Planned	Actual	Variance 2008/09
Product Certification (permits issued)	165	180	136	-44
Imports Inspected (number of consignments)	11,548	12,000	15,838	+3,838
Factory inspections	84	100	269	169
Market surveillance(shops, super markets and warehouses inspected)	229	250	283	+33

1. Standards Development

Table showing the number of standards finalized per year by sector

Sector Standards/Year	2006	2007	2008	2009	Total Per Sector
Food and Agricultural Products	104	26	356	475	961
Engineering	213	18	444	489	1,164
Chemicals and Consumer Products	52	64	216	244	576
Management Sytems	63	1	67	86	217
Grand Totals	432	109	1,083	1,294	2,918
Years	2006	2007	2008	2009	Total
Standards Finalized	432	109	1,083	1,294	2,918



Standards development is one of the core activities of the Uganda National Bureau of Standards (UNBS) carried out by the Standards department. This function includes the following activities:

- Promoting standards development;
- Promoting regional and international trade through harmonization of Uganda Standards;
- Disseminating standards and standards related information;
- Engaging stakeholders to foster the practical implementation of standards.

At national level, the department is responsible for bringing together stakeholders with a view to define standards for enhancing the quality and competitiveness of various sectors. The department is also engaged in the harmonization of standards at East African Community and COMESA.

Standards are developed for the protection of the consumers; promotion of fair trade practices as well as to assist industries to provide safe and quality products. Standards are used to inspect goods, for testing samples and provide minimum conformity parameters for manufacturers. The activity involves establishing

Technical Committees, drafting of standards and Technical Reports, convening meetings/workshops/seminars, editing of documents and printing and publishing.

1.1. Achievements

During the Financial Year 2008/09, a number of initiatives were undertaken to strengthen the standards development function according to the needs of stakeholders. These initiatives included among others, the establishment of a Technical Committee on furniture with the responsibility of undertaking standardization in the field of furniture and the National Mirror Technical Committee under ISO/TC 224 on water.

One hundred and forty (146) new standards were finalized, declared by the National Standards Council (NSC) and published in the Uganda Gazette compared to 140 standards in the previous year. The sectors under which new standards were published are indicated in table below.

Sector	Number of Standards Published			
	Actual 07/08	Planned 08/09	Actual 08/09	Variance 08/09
Engineering	49	50	55	+5
Management System	10	10	10	0
Food and Agriculture	61	70	61	-9
Chemicals, Textiles & Consumer Products	20	20	20	0
Total	140	150	146	-4

More standards were published in the engineering sector in the year under review.

2. Laboratory Sample Analysis and Testing



Hon. Minister of Tourism, Trade and Industry, Major General Kahinda Otafiire on a guided tour of UNBS Laboratories

Samples analyzed in the UNBS laboratories originate from many sources including industries, traders, importers, other UNBS departments, government regulatory bodies, researchers and consumers among others. The laboratory analysis is required for product control, product development, product regulation, tendering or even to generate data for standards development.

This function is carried out through the Testing Department that supports other activities of UNBS through carrying out tests on samples for tenders, product certification, imports inspection, standards development, exports certification, and general quality control for production of safe and quality products.

UNBS has 5 Laboratories, namely:

- **Chemistry Laboratory:** carries out chemical analysis of foods, drinks, animal feed, textiles, building materials (cement, iron sheets, etc), plastics, cosmetics, soaps, detergents, and many others.
- **Electrical Laboratory:** carries out tests on domestic electrical appliances, generators, socket outlets, batteries, cables and other electrical and electronic products.
- **Materials Laboratory:** carries out tests on building materials (cement, iron sheets, etc) mattresses, steel bars, agricultural implements (pangas, sickles, hoes, etc), cooking pots/pans, wood products, hardware shop products, etc.
- **Microbiology Laboratory:** carries out microbiological analysis of foods (fish, cereals, meat, milk and their products, alcoholic & non-alcoholic beverages,

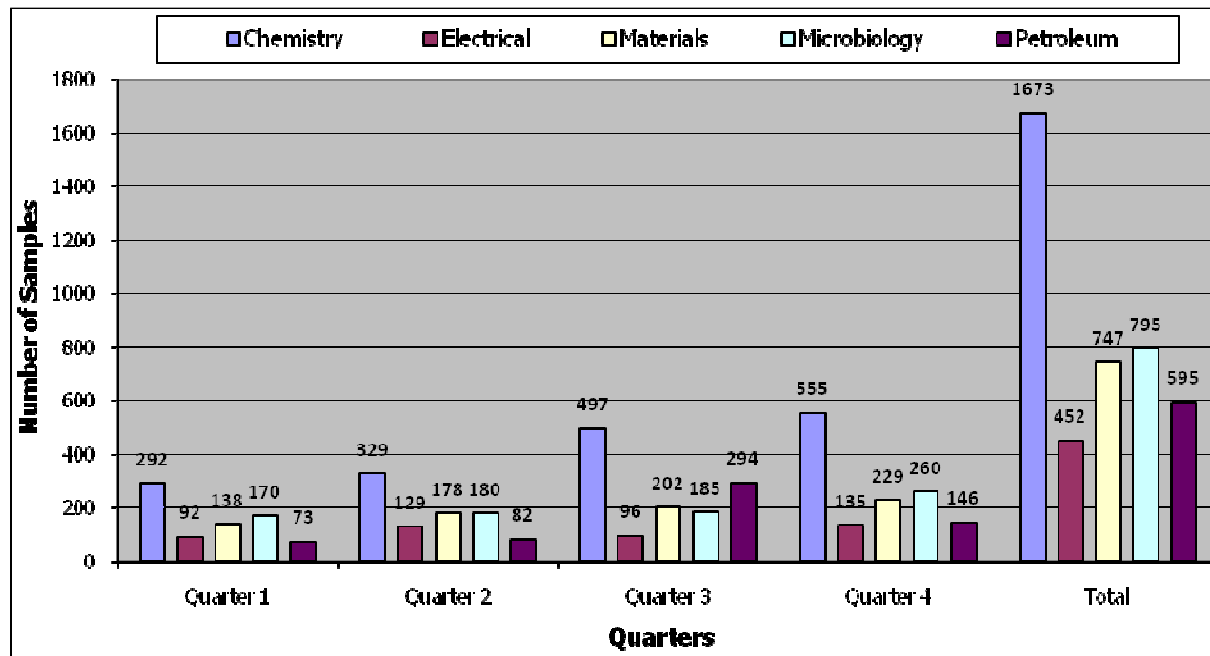
etc), water and some non-food products (sanitary towels, toilet paper), cosmetics, toothpaste, etc.

- **Petroleum Laboratory:** This laboratory is a joint programme between UNBS and Ministry of Energy and Mineral Development (MEMD). It carries out analysis of petroleum products mainly diesel, petrol, fuel oil, lubricating oil, and aviation fuel- Jet A.

2.1. Achievements

In the Financial Year 2008/09, the 5 laboratories of Testing Department analyzed 4,262 samples compared to 3929 samples in the previous year. The quarterly distribution of samples analyzed by the Department during the financial year is presented in the chart 1.

Figure 1: Samples Analyzed per Quarter during Financial Year 2008/09



Majority of the laboratories registered increase in the number of samples tested compared to the previous year. The Chemistry laboratory maintained the lead with the highest number of samples tested.

Table showing performance (number of samples tested) of the testing laboratories

Laboratory	Actual 07/08	Planned 08/09	Actual 08/09	Variance 08/09
Chemistry	1442	1290	1673	+383
Electrical	288	306	452	+146
Materials	514	412	747	+335
Microbiology	1107	840	795	-45
Petroleum	574	485	595	+110
Total	3,925	3333	4,262	929

3. International Traceability of National Measurement System

The national measurement system is maintained through UNBS National Metrology Laboratories (NML). NML handles both Scientific and Industrial Metrology. The role of the NML is to maintain primary physical standards and National Measurement System through traceability to international or other national standards of higher accuracies and dissemination of these accuracies to the end users through-out the country. This role is achieved through calibration of measurement systems and standards used by industry, testing and analytical laboratories, legal metrology department and other users of measurements. This directly and indirectly addresses the UNBS mandate to enhance the competitiveness of local industries and to promote fair trade.

3.1. Achievements

Activity	Actual 07/08	Planned 08/09	Actual 08/09	Variance 08/09
Calibration of equipment	1,022	1100	823	-277

In the period July 2008 – June 2009 the following activities were undertaken by the National Metrology Laboratory:

- The National Metrology laboratory calibrated 823 weighing and measuring industrial equipment for over 100 companies. This was in the field of pressure, force measures, electrical meters, volumetric measures, density, thermometry, flow meters, mass pieces, balances, dimensional measures and weigh bridges.
- The NML participated in the EAC/PTB PRT temperature inter-comparison in January 2009.
- The Instrumentation/ Electrical Laboratory participated in the SADC MET electrical pilot inter-comparison in Voltage measurement.
- The Temperature lab participated in a temperature inter-comparison workshop in Pretoria at the National Metrology Institute of South Africa (NMISA) from 20th - 24th October 2008.

- The Instrumentation/ Electrical Lab participated in an AC/DC Electrical calibration training at Kenya National Bureau of Standards, Nairobi from 26th – 28th November 2008.

4. Promotion of Fair Trade

Promotion of fair trade through accurate measurements is carried out through the Legal Metrology department by verification of weights and measures used in trade and commerce. This benefits the economy through the following ways:

- Consumer protection.
- Level playing field for commerce. This eliminates the use of short weights and measures to obtain commercial advantage over competitions.
- Effective stock control. This facilitates the ordering and effective stock control to facilitate the ordering of new stock.
- Control of fraud - provides effective fraud control for individual business.
- Full collection of government taxes based on measurement. The government collects significant amounts based on measurement.
- Full national benefit for commodity exports - Export income from the sale by measure and pre-packaged commodities is a significant component of bulk
- Reduced disputation and transaction costs - through legislative requirements, trust and confidence are promoted in the measurements and disputation and transaction costs are minimized

The activities undertaken by the department includes verification of weighing equipment, verification of dispensing pumps, verification of bulk measures (depot meters and fuel road tankers), verification of pressure gauges, and prepackage control.

The above activities are undertaken through 5 Regional Offices in Kampala, Mbarara, Jinja, Mbale and Lira.

4.1. Achievements

- The overall number of weights and measures equipment verified increased by 9.73% during the year 2008/09 compared to 2007/08, however the Department failed to achieve it planned number of verifications of weights and measures for 2008/09 by 0.2 %, attributed to inadequate logistical support.
- The Department achieved an increase of 15% in revenue generated from verification activities.

Comparison of Equipment submitted in the Financial Years 2007/8 and 2008/9

Equipment	Actual 07/08	Planned 2008/09	Actual 2008/09	Variance 2008/09
Counter machines	63,000	69,300	68,690	-610
Spring balances	7,014	7,715	7,529	-186
Platform scales	1,616	1,770	1,607	-163
Weights	306,786	337,464	337,232	-232
Length measures	45	50	4	-46
Fuel dispensers	9,747	10,722	10,830	108
Pressure gauges	388	426	367	-59
Bulk meters	84	93	128	35
Static tanks	119	130	190	60
Road tankers	301	331	404	73
Prepackage Control (Samples)	1,595	1,595	1,714	119
Totals	390,695	429,596	428,695	-901

5. Compliance to national standards



His Excellency the President of the Republic of Uganda inspects exhibitions of some of the products certified by UNBS

Compliance to national standards requires that locally manufactured products as well as imported products meet quality standards. The Quality Assurance Department is responsible for this activity. The department activities and programmes are aimed at ensuring that imported and locally manufactured products that are sold on the market conform to national, regional and international standards.

The Quality Assurance Department carries out both promotional and enforcement activities. The activities undertaken by the department include:

- Product Certification – where manufacturers whose products consistently conform to standards are granted permits to use the UNBS Quality mark on their products thus enhancing the competitiveness of local products.
- Imports inspection – to ensure that imported products that fall under mandatory standards conform to those national standards.
- Market Surveillance (Operation Q) – to rid the market of substandard, fake, expired and shoddy products.
- Factory Inspection – to ensure that locally manufactured products that are not certified conform to Uganda standards.
- Pre-delivery inspection of Goods & Equipment – to assist bidders and procurement agencies in ensuring that procured items are delivered according to the standards specifications.
- Fuel Marking and Inspection – to ensure that all imported fuel is marked to avoid adulteration and (dumping) smuggling.
- Technical advisory services – to advise clients especially industry on how to conform to standards.
- Quality management systems certification – to certify quality management systems such as ISO 9001, ISO 22000 and ISO 14001.



The right Hon. Prime minister of the Republic of Uganda inspects exhibitions of some of the products certified by UNBS

5.1. Achievements

Activity	Indicator	Actual 07/08	Actual 08/09	08/09 over 07/08
Product Certification	Number of permits issued	106	136	+24
	Number of audits carried out	137	170	+33
	Market sampling of Companies with certified Products	183	94	-89
Imports Inspection	Number of Consignments Inspected	11,547	15,838	+4,291
	Number of Rejected consignments	108	125	+17
	Number of Consignments Queried	148	117	-31
Market Surveillance	Number of shop, super markets and warehouses Inspected	237	283	+46
Factory Inspection	Number of factories inspected	84	269	+185
	Registration of manufacturers of spirits	16	21	+5
Technical Advisory Services	Number of clients who have benefited from advice from Quality Assurance	144	176	+32
Pre-delivery inspection	Number of consignments inspected	58	45	-13

6. Training of Industry and Consultancy



Seminar participants for ISO 22000: Food Safety Management Systems

UNBS offers training of stakeholders in the areas of standards implementation in the areas of quality assurance, systems management, basic hygiene and good manufacturing practices etc. Consultancy services are also offered to firms that may require expert advice in standardization area. These activities of training, and consultancy services and conferences are focussed on the strategic mandate of UNBS.

This also contributes to national development by way of increasing competitiveness of industries at national and regional level, through value addition and improved performance of products. The services also contribute to public awareness and acceptability of services offered by UNBS thus portraying a positive corporate image of UNBS. The training and Consultancy department of UNBS undertakes these activities.

6.1 Achievements

- Hosting of the second Annual International Standards Conference 2009 with the theme” The role of Standards in Regional and International Trade”
- Training of over 400 participants drawn from the local industry
- Offering of consultancy services to a number of industries
- Contributed Shs 97,850,000 to UNBS revenue.

Standards and Standards related information

The Information Resource Centre at UNBS carries out the function of developing, disseminating and maintaining a collection of materials on standardization and related matters.

The centre provides an information service on national, foreign, regional, and international standards and on all matters related to standardization; and operates as a National Member of ISO Information Network (ISONET) as well as the World Trade Organization (WTO) National Enquiry Point on Technical Barriers to Trade (TBT).

6.1. Achievements

- Information resource development - during the 2008/09 financial year, the centre collected **2,763** new materials on SQMT and related matters.
- TBT notifications - in the financial year 2008/09, the centre obtained, compiled and disseminated 453 TBT notifications to stakeholders. To implement a resolution of the National TBT/SPS Committee, 17 selected relevant notifications were also obtained and disseminated to stakeholders during the financial year.
- National TBT/SPS Committee - the centre organized and held the 18th, 19th and 20th meetings of the National TBT/SPS Committee. The meetings were hosted by Uganda National Farmers Federation, UNBS and Uganda Manufacturers Association.
- During 2008/09, staff of the IRCD participated/attended a number of workshops, meetings and trainings.

7. Participation in Regional and International Standardization Activities

To articulate the interests of Uganda in regional and international standardization fora, UNBS participated in the following activities at regional and international levels:

- The Standards Department edited draft COMESA standards for maize and assisted in drafting and editing of the COMESA modalities for standards implementation. The Department also participated at international level in the development of Organic standards;
- Meetings of WTO TBT Committee - UNBS with support from the Swedish International Development Cooperation Agency under the TBT Mentorship Programme, attended and participated in the 46th, 47th and 48th meetings of the TBT Committee in Geneva, Switzerland;
- UNBS participated in the International Expert Group on energy efficiency meeting on Khartoum, Sudan and agreed on initiating the development and implementing Energy Management Systems Standards.
- With support from the Ministry of Energy and the Sugar industry, UNBS participated in the study tour to India to enhance the Uganda capacity in the biofuels.
- Training in Good Management Practices and Institutional Governance of Laboratories in Tunisia.
- Internal training in Method validation. 25th July 2008.
- Training in Mycotoxin Analysis in Germany from 1st to 12th September 2008.
- UNBS participated in ISO Global Directory Course intended to improve national capacity in the management of mirror technical committees and participation in international standardization.

8. Support to Government Programmes and Agencies

- **Support supply of quality condoms through implementation of international standard for condoms:** As part of the international initiative to improve condom supply in Sub-Saharan Africa, UNBS in collaboration with Ministry of Health (MOH) and National Drug Authority (NDA) participated in the development of a proposal for funding by the Swedish International Development Cooperation Agency (SIDA) on the implementation of ISO standard for condoms. If approved, the programme is expected to improve the infrastructure for approval, supply of quality condoms and monitoring of condoms use in Uganda in compliance with the requirements of international standards.
- **Support to the commercialization of cassava root crop:** To support the implementation of Plan for Modernization of Agriculture (PMA), UNBS collaborated with Association for Strengthening Agricultural Research in Eastern and Central Africa to develop a 5-year regional project proposal for East and Central Africa for commercialization of cassava root crop. Standardization is among the components proposed to be undertaken during the project implementation.
- **Implementation of water service sector standards:** Together with the National Water and Sewerage Corporation, GTZ and private sector water service providers, UNBS through the mirror Committee on water services are collaborating in piloting the implementation of ISO standards (ISO 24510/11/12) in conjunction with Africa Water Association. The results of the pilot programme are expected to input into the review of the international standards in future.
- **Support the improvement of meat hygiene through standards: implementation:** In collaboration with Ministry of Agriculture Animal Industries and Fisheries, UNBS was involved in creating awareness on the importance of meat standards.
- **Support to the Vegetable Oil Development Programme:** Working with Local Municipal Councils in Lira and Mbale Districts, UNBS has been involved in providing technical guidance to small scale oil millers with 3 mills listed for UNBS certification audits. Plans are underway for registration of all oil mills based on meeting minimum requirements for quality and establishing collaboration with the Local Councils to consider the specified requirements during the licensing process.
- **Support to Food Fortification Programme:** In collaboration with Ministry of Health, UNBS was involved in training inspectors and analysts as well as industrialists on the implementation of fortification standards. Over 100 inspectors and analyst were trained in Kampala and Mbale. The collaboration led to the recruitment of two staff under the Gain Project to support the fortification quality assurance activities at UNBS.
- **Implementation of social responsibility standards:** Together with the Consumer Education Trust, awareness was conducted on the Social Responsibility Standards and their implementation with corporate organizations such as the telecommunication companies and banks among others.

- **Support to small scale paint manufacturers:** UNBS held several consultative meetings with small scale paint manufacturers to sensitize them on the importance of standards in their business including identification of areas for standardization for the sector. A total of 60 persons were sensitized and the collaboration led to the establishment of the Small Scale Paint Manufacturers Association.
- **Collaboration with Public Procurement and Disposal of Public Assets Authority (PPDA):** UNBS signed an MOU with PPDA to develop standards to guide the procurement process as a way to increase the use and application of standards. Over 50 standards were developed in the areas of stationary, furniture, services and food. PPDA supported UNBS to a tune of 7million shillings towards this activity.
- **An MOU was signed between UNBS and the Ministry of Energy** requiring UNBS to develop standards for the energy sector.
- **An MOU was signed between UNBS and the Ministry of Labour, Gender and Social Development** mandating UNBS to develop standards to help the Ministry in the operationalization of the Occupational Health and Safety Act, 2006.
- **Together with the department of Industry of the Ministry of Tourism Trade and Industry (MTTI), Chemiphar Laboratories,** UNBS participated in the preparation of a draft concept paper on the need to develop a National Standards Strategy. As a consequence the Standards Department continues to coordinate the development of a national standards strategy.
- **Support to selected Small Scale Industries - The Pioneer Investment Group at Kakiri**

On June 26, 2009, UNBS and Uganda Industrial Research Institute (UIRI) officials visited the Pioneer Small Scale Industries (SSI) consortium initiated by H.E. the Vice President of the Republic of Uganda. The purpose of the meeting was to discuss how the two institutions could help selected Small Scale Industrialists (SSI) to up-grade so as to meet minimum standards and to put in place processes to improve on quality control systems. Samples of chalk and liquid soap detergent were obtained and tested at UNBS. H.E. the President of the Republic of Uganda later commissioned the Pioneer Investment group at their Kakiri Industrial site.



UNBS and UIRI officials offering technical advisory services to the Pioneer Investment Consortium of SMEs initiated by H.E. the Vice President of the Republic of Uganda.

Finance and Administration

Activities and Achievements of the Finance Department

The Finance & Administration Department (F&A) provides a critical support function to the Bureau. The department is responsible for mobilization of financial resources for the smooth implementation of the Bureau planned activities and also makes available critical logistics such as transport vehicles, laboratory consumables and ICT equipment.

The F&A department takes a lead position in the mobilization of financial resources from government and internal sources to support the budgets. Over the past years, the Bureau has realized an increment in the budgetary support from government and this has also culminated into the realization of the development budgetary support for the first time during the FY 2008/09. The Government cash releases although still about 50% of the budget needs increased from Shs3.8bn in the FY2005/06 to Shs7.7bn in 2008/09.

The Bureau has also witnessed growth in the internally generated revenue (AIA/NTR) over the years having risen from shs 1.620 billion in the FY 2006/07 to shs 2,289.7 billion in FY 2008/09. Most of the Appropriation In Aid/Non Tax Revenue is utilized to cover the recurrent expenditure and contributed 36.8% of recurrent funding during the FY 2008/09.

The department facilitated procurement of a number of assets during the year 2008/09 including 5 vehicles (two cars and three pickups), ICT equipment

furniture and one heavy duty generator for chemistry and microbiology under the testing department.

As the Bureau strives to the realization of owning a Home, the department was instrumental in pursuing the processing and eventual receipt of the title to a 15 acres land at Bweyogerere near Kampala city on which it is planned to have the headquarter offices and laboratories constructed. The process to procure a firm to provide the design and build service is underway.

As part of the government's funding support to the construction effort, Shs 2.59 billion was released during the FY 2008/09.

Achievements of the Finance Department with respect to the financial resources:

The table below provides an overview of the government's funding levels and related budgets over the last three years i.e. 06/07, 07/08, and 08/09, fig. Shs Millions

Year	Budgeted Recurrent	Budgeted Dev't	Total Budget	Approved Recurrent	Approved Dev't	Total Approved Budget	Cash Release	Release as % of Budget
2006-2007	6,715.5	5,717.5	12,433.0	3,830.1	Nil	3,830.1	3,830.0	30.8
2007-2008	7,051.7	5,348.2	12,399.9	4,825.1	Nil	4,825.1	3,775.0	30.44
2008-2009	8,745.3	4,916.8	13,662.1	4,825.0	3,000.0	7,825.0	7,710.0	56.43

Figures in

It should also be noted that although the government financial support has increased over the years, it has always been a fraction of the total budget submitted by UNBS. This situation best explains why UNBS faces a serious capacity problem both in terms of human resource and equipment and the funding gaps have been supported by NTR/AIA.

Performance of AIA/NTR over the last three years:

FY	Budget	Actual	Variance	Variance %
2006/07	2,300,000,000	1,620,531,992	(679.5)M	(29.5)%
2007/08	2,200,000,000	2,076,205,873	(18.6)M	(0.85)%
2008/09	2,747,410,000	2,289,661,187	(457.7)M	(16.7)%

Although the NTR targets were not achieved a significant growth has been recorded on annual basis over the three (3) years.

NTR contribution to Recurrent Expenditure over the past three years

Financial Year	Total Recurrent Expenditure	Recurrent-Govt Release (a)	NTR/AIA (b)	Others projects/Donations (c)	NTR as %ge of Recurrent

2006/07	5,625,209,002	3,830,001,000	1,620,531,992	174,676,010	28.81
2007/08	6,900,396,337	4,774,640,802	2,076,205,873	49,549,662	30.09
2008/09	6,217,951,547	4,399,788,000	2,289,661,187	-	36.82

The contribution of NTR has been increasing and in FY 2008/09, it contributed 36% of the total recurrent expenditure.

Human Resources Development

The new structure established a Human Resources Department (HRD) headed by a Human Resources Manager with a direct reporting line to the Deputy Executive Director–Management Services. The main task of the Department is to build capacity and organizational development necessary to support the core activities of the Bureau. The HRD has two (2) key divisions Training and Development and Employee relations/welfare. The Bureau staff strength although still below the optimum levels of at least 500 people has been increasing over time as depicted in the table below:

Category of Staff	FY2006/07	FY2007/08	FY2008/09
Technical Staff	103	115	148
Administrative staff	17	20	24
Support staff	35	38	46
TOTAL	155	173	218

As can be seen from the table the majority of staff are technical (scientists) about 70%, of the total staffing. The growth in staffing means that the bureau has to step up internal controls and put in place effective policies and procedures manuals.

Activities/Achievements

During the Year 2008/09, the HRD embarked on a number of activities including the following

- Developing a Human Resources and Procedures Manual finalized in September 2008 to replace the old 2002 version
- Filing gaps in the organisation structure including the recruitment of the Deputy Executive Director Management Services and a Principal Marketing Officer.
- Salary Survey with comparable institutions

Training and Development

The Uganda National Bureau of Standards encourages staff development programs on an equal opportunity basis. But more importantly, most of the training programs that staff undertake currently are sponsored by support agencies/donors and only a few courses are sponsored by UNBS due to resource constraints. In helping staff fulfill their training objectives, UNBS pays out of pocket allowance and worm clothing allowances for fully sponsored courses.

Training is coordinated by a training and staff development committee which is chaired by the Deputy Executive Director – Technical Operations.

Other components of training include the orientation and induction training for new staff, seminars, workshops, rotation and attachments with the sister Bureaux of standards.

Uganda National Bureau of Standards attaches great importance to training and professional development globally, regionally and locally within Uganda as this helps to enable UNBS meet its core mission of enhancing national development through the application of standards in trade, industry and consumer protection which call for a high level of competence.

Training programmes during the financial year 2008/09

(a) Training abroad

The training abroad includes courses organized by the East African Community Secretariat, SQMT Project of the EAC, PTB of Germany, patents and property rights sponsored by Swedish government, Common wealth Training, Corporate Governance, CODEX Alimentarius training and other standards training globally.

(b) Internal Training

In this category of training, the following areas have been covered;

- Performance management.
- Management and supervisory skills improvement. This was conducted by Management Training and Advisory Centre
- Logical Framework approach in making work plans and measurement of staff performance
- Ethics and integrity training
- Other forms of trainings are by invitations from the key stakeholders, some of which are out sourced from relevant training institutions.

Staff welfare and other staff programs

UNBS has had number of welfare policies/programs, some of these include;

- Staff Group personal insurance policy; this covers accidents, occupational hazards.
- A medical scheme as contained in the Human Resources Manual
- Salary advances; employees in need are given up to two months gross salary upon approval.
- UNBS has in place a policy to recognize and reward employees who excel in their performance.
- UNBS provides safe drinking water to its staff.

Legal Affairs

The Legal Department falls under the Directorate of Management Services and mainly for administrative reporting. The role of the department is to offer technical support to UNBS of legal nature, to assist in the major policy decisions, actions, programmes, contracts, collaboration, operations, schemes and ensuring that all these are performed within the Laws of Uganda without causing adverse legal consequences to the Bureau.

Activities/Achievements

During the period July 2008 - June 2009, the following activities were undertaken by this department;

1. Amendment of UNBS Act

UNBS amendment bill was submitted to the cabinet secretariat for consideration on the 1st July 2009.

2. Counterfeit Goods Bill

A draft bill was prepared and discussions were held with several stakeholders. The final comments are now being incorporated so that the bill is forwarded to cabinet.

3. The Weight and Measures Act

The revision of this law was initiated and the administration of which has been included in the UNBS amendment Bill.

4. Prosecution

Five (5) cases were successfully prosecuted with convictions.

5. Workshops/trainings

- Several workshops were attended in respect to the counterfeit goods bill and Intellectual Property Rights.
- Two (2) consultative workshops were held over the amendment of UNBS bill on 11th February and March 2009.
- A SIDA training program for Intellectual Property Rights in the Global economy for the Least developed countries was attended in Sweden from 2nd – 21st November 2008 in Stockholm- Sweden
- A follow up of the above program was held in Cambodia from 3rd - 8th May 2009.

6. Others

Various Agreements/Memorandum of understanding / Contracts entered into by UNBS were reviewed.

Challenges

Staffing is very poor for efficient operations as a result, few prosecutions were achieved.

Information and Communication Technology (ICT)

ICT is a core division of UNBS which offers ICT related services to all staff of UNBS. This division is in charge of ensuring smooth operations of the ICT equipment and services, by performing hardware and software installation, maintenance and support, daily website updates, domain user administration, Internet & email administration, technical specification generation & verification, performance optimization, data backup, development of ICT procedures and policies, troubleshooting among others.

Staffing

ICT is placed at division level within the Directorate of Management Services. Although the ICT structure provides for 4 personnel namely: ICT Coordinator, System Administrator, Programmer and Hardware Technician, there are only 2 staff in the division Ag.ICT coordinator and a technician.

Achievements

The ICT achievements have been gradual but incremental with expansion of LAN to cover the Chemistry, Microbiology, Engineering and Metrology Laboratories, therefore improving on communication at the headquarters and gradually to the two (2) other offices in Kampala. Internet speeds was upgraded from 64/64 kbps to 128/256 kbps. With support from the European Union under the project with UPTOP, UNBS acquired a heavy duty server, which is now acting as the Domain Controller and File Server and the mail server was upgraded with a new version of its Operating System. The specific achievements for 2008/2009 are listed below:

- Acquisition of new PCs – UNBS has continued to acquire new PCs to replace the aging ones, and to facilitate new staff as they carry out their work.
- Antivirus – UNBS acquired a centrally managed antivirus and installed on all the computers on the LAN. This has ensured a virus free LAN and data integrity.
- Server Rack – UNBS acquired a Server Rack for securing UNBS servers.
- ICT developed a draft ICT policy.
- LAN; a Local Area Network was laid in both the Katwe and Kanjokya offices. This ensures optimum sharing of network resources, like printers and files.
- VPN; a Virtual Private Network has was operationalized at both Kanjokya & Katwe offices. This has many advantages, among others a centralized monitoring of UNBS network resources.
- Website; a website strategy was developed and utilized to re-vamp the UNBS corporate website.

Internal Audit

The Internal Audit Department became operational in UNBS in 2006. During the period under review the Audit Department had two (2) staff. It is planned that two Internal Auditors with a background in natural sciences will be recruited in the FY 2010/11 to boost the Department in area of auditing specialised activities of UNBS like Laboratories, Standards, Quality Assurance and Legal metrology.

On the corporate governance front, UNBS observes good corporate governance practices. It has empowered Internal Audit to operate independently and objectively. The Head of Internal Department administratively reports to the Executive Director and functionally to the Audit Committee of the National Standards Council.

Achievements during the Financial Year 2008/09

- Carried out a systems and process review of UNBS activities in the laboratories and this has:-
 - a. Resulted into clients paying fees upfront for test services
 - b. Reduced the number of certificates that remain uncollected by clients after tests are carried out
 - c. Improved the accountability for samples obtained from clients by field staff.
- Caused a review of procurement processes and cycles after a number of irregularities were sighted in the procurement process. The Executive Director and Finance and Administration Manager have since issued guidelines to improve procurement processes in furtherance to the PPDA. This is destined to save the institution from un-economical purchases and the attendant waste.
- Carried out client field audits in over 20 districts to ascertain the level of service and satisfaction derived from our services by our esteemed clients in weights and measures.
- The institution approved the use of an Internal Audit Charter and an Audit Manual in Audit work. These two important documents are key to having a vibrant, independent and professional audit team at UNBS.
- Worked hand in hand with Finance Department to improve accountability of public funds in accordance with PFAA (2003). Stringent measures exist for errant officers who do not account for funds in the stipulated time.
- Recommended improvements in fleet management and these measures have resulted into economical use of UNBS vehicles. The cost of running UNBS fleet significantly reduced in the year 2009.

Publicity and Awareness

The UNBS Public Relations Division is the mainstream link between the public and the institution. The Division is responsible for creating awareness about UNBS activities and service portfolio and maintaining good reputation of the Institution through media linkage, promotional engagements and other channels. During the FY 2008/9 a number of activities were realised some of which include the under listed:

- **Organising familiarisation tours and guided visits for parliamentarians and policy makers** to appreciate the role and mandate of UNBS, the facilities and equipment at the institution and its challenges. 2 parliamentary committees, one of Tourism, Trade and Industry as well as the Sector Working Group on Tourism Trade industry visited UNBS in 2008.
- **A school outreach programme** was initiated in 2008 where students are trained on various aspects of standards and get practical application of standards by producing simple products based on relevant Uganda standards. Such products include soap, candles, yoghurt and honey. Students are exposed to industrial laboratory work at the UNBS testing facilities. The scheme was initially piloted with Nsambya Girls Secondary Scholl but will eventually be scaled to other schools.
- **Holding sensitisation and awareness workshops** for various stakeholders. We held 12 sensitisation workshops targeting different categories of clients including policy makers and executives of sister institutions, manufacturers in their respective sectors, consumers, traders, importers and exporters. Sensitisation seminars will continue to be held on a continuous basis because this approach gives participants an in-depth appreciation of complex subject of standardisation.
- **Organising the World Standards Day October 14th and National Metrology Day May 9th.** These are international events celebrated annually by UNBS to recognise efforts of the various individuals and institutions involved in the work of standardisation.
- **Constructive engagement with the electronic and print media.** During FY 2008/9 UNBS had frequent interaction with and a correspondingly favourable relationship with the Ugandan media. This supportive engagement enabled us register the following achievements;
 - Over 20 newspaper supplements and features were produced in the various in the print media publicising various activities and services of UNBS. Several newspaper articles were written about UNBS including editorials most of which have been in support of our work.
 - UNBS was hosted to 32 radio talk shows most of which of one (1) hour and above and interactive in format providing opportunity for feed back from the public and response from UNBS officials. Some of these have been highly rated radio programmes like Spectrum (Radio one), Lutindo (Radio Simba), Capital Gang (Capital Radio), Parliamenti Yo (CBS), Vision Voice, Ensi Kuyiyya (Bukedde FM), Kalasa mayanzi (Kaboozi Ku Biri), Evening Talk (Open Gate Radio, Mbale), as well as related presentations on Super FM, Radio Sapientia, Radio Lira and UBC Radio.
 - 12 press conferences and media publicity were held that focussed on various aspects of UNBS work.
 - UNBS benefited from good publicity on television delivering premium news items at prime time on business news FM Radio Stations as well

as televisions. This underlies the improved media attention and public interest in UNBS activities.

- **Production of the UNBS Newsletter the “Quality Chronicles”.** 3 publications of this magazine were produced during the FY 2008/9 containing articles about standardisation and circulated freely to sensitise the public and consumers about quality. 1200 copies were circulated within Uganda and the EAC region.
- **Participation in National Events** in the FY 2008/9 UNBS participated in several National Events to express solidarity and patriotism with the rest of Ugandans. UNBS employees participated in Labour Day and Independence Day all held at Kololo Airstrip.
- **Participation in Trade Fairs and Exhibitions**_UNBS participated in the following exhibitions and Trade Fairs:
 - Uganda international Trade Fair at Lugogo Show Grounds. The Annual Construction Exhibition by Ministry of Transport (2008),
 - The Private Sector Foundation Exhibition September 2008,
 - World Food Day Exhibition at Bugiri 2009,
 - Diary Export Promotion Exhibition, August 2009,
 - Privatisation Open Day, October 2007 and
 - The UMA Western Region Trade Fair 31st – 6th June 2008.
- **Holding the Quality Gala.**_This is an annual publicity and awareness event celebrated to recognise the efforts of local manufacturers who have demonstrated commitment to quality by having their products certified by UNBS. The event was marked by holding an exhibition of certified products, presentation of Quality Awards to the respective companies and highlighting the profile of the companies and their certified products.

UGANDA NATIONAL BUREAU OF STANDARDS			
Statement of Financial Position as at 30th June 2009			
ASSETS			
Non-Current Assets	Note	2009	2008
		UgShs	UgShs
Property, Plant & Equipment	1	1,678,950,198	1,594,038,026
Current Assets			
Cash at Bank	2	2,670,848,345	155,227,409
Accounts Receivables	4	1,645,685,754	1,253,041,067
<i>Total Current Assets</i>		4,316,534,099	1,408,268,476
Total Assets		5,995,484,297	3,002,306,502
EQUITY & LIABILITIES			
Capital & Reserves			
Capital		1,840,071,527	1,840,071,527
Cumulative Surplus		600,609,119	(661,467,425)
Capitalized Grants	5	22,393,917	25,593,048
		2,463,074,563	1,204,197,150
Current Liabilities			
Accounts Payables		3,532,409,734	2,306,603,808
		3,532,409,734	2,306,603,808
		5,995,484,297	3,510,800,958

UGANDA NATIONAL BUREAU OF STANDARDS**Trial Balance as at 30th June 2009**

ACCOUNT NAME	Notes	DR	CR
Cash at Bank	2	2,670,848,345	
Salaries/Wages		5,171,897,875	
Travelling Inland		329,683,942	
Travelling abroad		393,661,380	
Verification Safaries		409,179,710	
Staff Training/Workshops		312,621,532	
Offices Expenses/Welfare		328,843,687	
Lab. Chemicals & Consumables		160,149,552	
Laboratory Repairs		55,092,692	
Utilities		141,469,022	
Legal Fees		8,188,000	
Photocopying & Stationery		147,590,812	
Maintenance & Repair of Vehicles		89,407,177	
Motor Vehicle Fuel		307,195,671	
Security		146,160,012	
Contribution to International & Local Org.		86,807,418	
Advertising/Publicity & Newspapers		175,121,306	
Technical Committee Expenses		47,899,585	
Gratuity Expense		30,600,000	
Motor Vehicles Insurance		21,886,051	
Fuel Marking Expenses		2,189,746,326	
NSSF Expenses		253,939,988	
Death Benefits		9,500,000	
Bank Charges		7,671,126	
Office Accommodation		184,274,383	
VOPD/GAIN Project Expenses		40,642,418	
Withholding Tax Expenses		15,489,050	
Library Books		4,659,000	
Motor Vehicles		1,037,626,328	
Trucks		200,354,400	

UGANDA NATIONAL BUREAU OF STANDARDS			
Trial Balance as at 30th June 2009			
ACCOUNT NAME	Notes	DR	CR
Office Furniture		128,548,411	
Office Equipment		142,572,898	
Laboratory Equipments		2,552,651,562	
Salary Advance		28,620,000	
Computer		540,641,412	
Accounts Receivable		1,617,065,754	
Cumulative Loss		661,467,425	
Forex Revaluation			1,570,600
Accounts Payables			3,532,409,734
Accumulated Depreciation Motor Vehicles			403,638,828
Accumulated Depreciation Trucks			185,310,853
Accumulated Depreciation Computers			360,988,113
Accumulated Depreciation Office Equipments			73,556,657
Accumulated Depreciation Laboratory Equipments			1,483,351,829
Accumulated Depreciation Office Furniture			63,689,598
Accumulated Fund			1,840,071,527
Govt Grants			7,856,641,818
Verification			1,241,019,110
Calibration			80,437,000
Lab Analysis			419,013,926
Q/A			335,096,848
Standards			7,749,110
Others			214,740,526
Fuel Marking Income			2,528,094,256
Capitalized Donations			22,393,917
Total		20,649,774,250	20,649,774,250

UGANDA NATIONAL BUREAU OF STANDARDS

Statement of Comprehensive Income for the Year ended 30th June 2009

INCOME		JUNE 2009	JUNE 2008
Government Grants		7,856,641,818	4,774,640,802
Verification/Lab. Analysis Fees		2,299,627,120	2,125,755,535
Fuel Marking Income		2,528,094,256	1,140,181,087
		12,684,363,194	8,040,577,424
LESS EXPENDITURE:			
Employee Costs	Note 6	5,456,437,863	3,947,200,427
Offices Expenses/Welfare		328,843,687	363,034,402
Travel Inland/abroad	Note 7	1,132,525,032	981,432,694
Staff Training/Workshops		312,621,532	170,034,529
Laboratory Chemicals/Consumables		160,149,552	128,699,445
Laboratory Repairs		55,092,692	37,583,216
Utilities		141,469,022	160,627,065
Legal Fees		8,188,000	7,906,000
Printing & Stationery		147,590,812	231,311,353
Operation & Maintenance of Vehicles	Note 8	396,602,848	625,952,407
Security		146,160,012	10,883,400
Contribution to Intern'l & Local Org.		86,807,418	66,065,975
Advertising/Publicity & Newspapers		175,121,306	150,853,584
WHT Expenses		15,489,050	119,864,095
Technical Committee Expenses		47,899,585	28,423,954
Death Benefits		9,500,000	3,493,000
Bank Charges		7,671,126	12,929,816
Office Accomodation		184,274,383	129,883,825
Fuel Marking Expenses		2,189,746,326	1,281,716,382
Motor Vehicle Insurance		21,886,051	5,219,000
VODP/Gain Project Expense		40,642,418	-
Foreigh Exchange Loss/Gain		-	2,308,060
Depreciation of Assets		<u>357,567,935</u>	305,237,094
		11,422,286,650	8,770,659,723
Surplus/Deficit		1,262,076,544	-729,812,299

UGANDA NATIONAL BUREAU OF STANDARDS

Statement of Cash flows as at 30th June 2009

Cash Flow from Operating Activities	Notes	Year 2009	Year 2008
Surplus/Loss for the Year		1,262,076,544	- 729,812,299
Depreciation		357,567,935	305,237,094
<i>Operating Surplus before change in working capital</i>		1,619,644,479	-424,575,205
Change in Working Capital			
Change in Accounts Payables		1,225,805,926	1,421,246,691
Change in Accounts Receivables		-392,644,687	-590,417,838
		2,452,805,718	406,253,648
Cash Flow from Investment Activities			
Purchase of Fixed Assets		-458,803,400	-376,033,689
Fixed Asset Disposal		13,124,162	-
Prior year adjustment		508,494,456	-
<i>Change in Cash & Cash Equivalent</i>		2,515,620,936	30,219,959
Cash & Cash equivalent at the beginning of the year		155,227,409	125,007,450
Cash & Cash equivalent at the end of the year		2,670,848,345	155,227,409

UGANDA NATIONAL BUREAU OF STANDARDS			
Notes to accounts for the Year ended 30th June 2009			
Note 2	Cash Book Accounts	2009	2008
	Standard Chartered (VDOP)	2,371,150	-530,798
	Standard Chartered Dollar	9,022,000	7,498,050
	Stanbic Collections Account	189,855,551	-7,137,913
	Stanbic Operation Account	14,838,501	-30,517,625
	Standard Chartered Bank (Fuel)	(122,682,133)	185,915,695
	Cash Account	2,191,295	-
	Bank of Uganda	2,575,251,981	-
		2,670,848,345	155,227,409
Note 3	Accounts Receivable		
	Salary Advance	28,620,000	64,292,340
	Other Payables	-	1,000,000
	WHT Receivable	-	-
	Trade Receivables	1,617,065,754	1,187,748,727
		1,645,685,754	1,253,041,067
Note 4	Capitalised Grants		
	Donated Equipments	38,203,033	38,203,033
	Accum. Depreciation Equip.	15,809,116	12,609,985
		22,393,917	25,593,048
Note 5	Accounts Payable		
	Accounts Payable	3,359,607,588	885,357,117
	PAYE (Salaries)	122,384,599	-
	PAYE (Gratuity)	10,300,730	-
	PAYE (Terminal Benefits)	33,407,567	-
		3,525,700,484	885,357,117
Note 6	Employee Costs		
	Gratuity	30,600,000	66,600,000
	Staff Insurance	-	35,619,665
	NSSF Expenses	253,939,988	319,005,129
	Salaries/Wages	5,171,897,875	3,525,975,633
		5,456,437,863	3,947,200,427
Note 7	Travelling Expenses		
	Travelling Inland Expenses	329,683,942	234,453,432
	Travelling Abroad Expense	393,661,380	242,495,644
	Verification Safaries	409,179,710	504,483,618
		1,132,525,032	981,432,694
Note 8	Operations & Motor Maintenance		
	Motor Vehicle Fuel	307,195,671	416,137,726
	Motor Vehicle Repairs	89,407,177	215,033,681
		396,602,848	631,171,407

UGANDA NATIONAL BUREAU OF STANDARDS

MOVEMENT OF FIXED ASSETS 2008 – 2009: Note 1

Assets	Motor Vehicle	Trucks	Office Furniture	Computers	Office Equipment	Library Books	Laboratory Equipment	Total
Cost	627,626,328	200,354,400	128,548,411	520,947,412	142,572,898	4,659,000	2,523,542,162	4,148,250,611
Additions	410,000,000	-	-	19,694,000	-	-	29,109,400	458,803,400
Disposals	-	-	-	-	-	-	-	-
	1,037,626,328	200,354,400	128,548,411	540,641,412	142,572,898	4,659,000	2,552,651,562	4,607,054,011
Depreciation								
Accumulated Dep.	403,638,828	185,310,853	63,689,598	360,988,113	73,556,657	-	1,483,351,829	2,570,535,878
Disposals	-	-	-	-	-	-	-	-
Charge for the year	158,496,875	3,760,887	8,107,352	44,913,325	8,627,030	-	133,662,467	357,567,935
Carried forward	562,135,703	189,071,740	71,796,950	405,901,438	82,183,687	-	1,617,014,296	2,928,103,813
Book Value	475,490,625	11,282,660	56,751,461	134,739,974	60,389,211	4,659,000	935,637,266	1,678,950,198