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Republic of Zimbabwe

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11 March 2013

## **DIRECTOR'S CIRCULAR MINUTE NUMBER 4 OF 2013: GUIDELINES ON CONSTRUCTION AND REHABILITATION PROJECTS**

### **PSIP GUIDELINES**

#### **PREAMBLE**

Every child in Zimbabwe has a right to access quality education. The quality of education is dependent upon a variety of factors amongst which is the provision of proper and adequate infrastructure. PSIP and Rehabilitation funds are intended to improve the tutorial accommodation of learners and hence the need to judiciously make use of available funds. This circular, therefore, seeks to provide some guidelines on these and management of the funds for the benefit of the learners.

- ❖ Construction and rehabilitation project funds must be used only for their intended purpose i.e. as per construction or rehabilitation plans.
- ❖ Given resource constraints, the PED and head of school should ensure that there is value for money, that there is cost-effective procurement (from 3 quotations) and labour management.
- ❖ District Education Officers and Provincial Education Directors should work with the Ministry of Public Works at District and Provincial levels. Public Works personnel meet their own costs for projects in the blue book.

- ❖ Monitoring by the District Education Officer should be done fortnightly and by the Provincial Education Director once per month. The Provincial Education Director will make a report on each project once a month through form PSIPMF1 to the Secretary for Education, Sport, Arts and Culture, attention Director Policy, Planning, Research and Development.
- ❖ All construction and rehabilitation projects should be inclusive to ensure that all learners can have easy access to any facility in the school.
- ❖ All applications for construction and rehabilitation funds should detail the scope of the works and should have the bill c quantities together with accurate costing and copies of the same should be kept at the school.

## **CONCLUSION**

Absence to guidelines raised in this circular would ensure efficient deployment of resources and effective implementation of the projects/programmes.

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For: **Secretary for Education, Sport, Arts and Development**