



AFRICAN CONFEDERATION OF COOPERATIVE SAVINGS AND CREDIT ASSOCIATIONS (ACCOSCA)
ASSOCIATION DES COOPERATIVES D'EPARGNE ET DE CREDIT D'AFRIQUE

TERMS OF REFERENCE

SACCO Regulatory Mapping and Supervisory Best Practices in Tanzania under the project entitle “IMPROVING RURAL FINANCIAL INCLUSION THROUGH FINANCIAL CO-OPERATIVES PROJECT”

Number of Technical Advisors : 1 CONSULTANTS
DATE ToR APPROVED :
COUNTRY : TANZANIA
PROVISIONAL DATES : February/March 2018

1.0 Background:

The co-operative movement in Tanzania is governed by the cooperative societies Act, 2013 and related subsidiary legislations. Though the movement is quite stable, several challenges have been observed including inadequate funding of member loans, inadequate staff and Boards, poor risk management, low capital base, ineffective supervision and low level of confidence amongst others.

The role of the Government remains critical in the subsector to address these challenges and ensure that the operating environment is conducive. The existence of appropriate policies, regulations and an effective supervisory mechanism would promote co-operatives that are independent, democratic, member based and economically viable.

ACCOSCA jointly with Canadian Co-operative Development Foundation (CDF-The Lead Agency) and Irish league of Credit Union Foundation (ILCUF) is implementation a project entitled “Improving Rural financial inclusion through Financial Co-operatives.” as supported by IFAD in Tanzania, Malawi and Ethiopia. ACCOSCA has began managing the 3 year project aspects that relate to Tanzania. The project has 3 components:

- I. Strengthen financial cooperatives capacity and human resources
- II. Promote innovative and improved quality of products and services contributing to improved access to and use of financial cooperatives by poor people living in the rural areas.
- III. Promoting pro-financial co-operative policy and regulation at Government level to benefit the rural poor

The terms of reference relate to building the capacity of the office of the Registrar to undertake the promotion, supervision and regulation of SACCOs in Tanzania.

2.0 Purpose:

To promote the safety, stability and growth of the SACCO subsector through enhanced and effective regulation and supervision.

3.0 Overall objective:

Improve financial access through the SACCOs by the rural poor by having an effective and efficient regulatory and supervision framework.

3.1 Specific objectives:

- I. Develop strategies and tools needed to enhance the safety and soundness of SACCOs particularly Rural Sacco's under the current regulatory framework
- II. Identification of capacity skills gaps within the regulator's office that adversely affect ability to development and growth of SACCOs in both urban and Rural set-up
- III. Develop resources to strengthen the regulator's ability to appropriately and effectively supervise the SACCOs
- IV. Develop the requisite skills and knowledge for effective oversight functions.
- V. Provide an opportunity to develop resource(s) that will contribute towards strengthening the regulator's ability to appropriately and effectively regulate and supervise the SACCO movement

5.0 SCOPE OF WORK (14 Days – 50% of this voluntary) Rate will be calculated on 7 days.

Stage	Activities
PHASE 1 (No of Days 2 Days)	Initial desk work I. Review of the relevant documents including the applicable Acts, regulations, policy documents and job descriptions of technical officers of the registrar's office.
PHASE 2 No of Days 3 (26-28 February 2018)	<i>Interview key stakeholders</i> <ul style="list-style-type: none"> • Discuss with technical staff of the registrar's office on their challenges • Administer TNA questionnaires to technical staff of the office of the Registrar.
PHASE 3 Field visit- No of Days 4	<ul style="list-style-type: none"> • Draft technical note on the current status of the regulatory environment in Tanzania, staff capacity of the registrar's office and updated statistical information on the SACCO subsector. • Present draft note to ACCOSCA and TCDC
PHASE 4 No of days-4 March 2018	<ul style="list-style-type: none"> • Educate Key staff on supervisory handbook, regulatory manual • Participate in a joint Board Strategic Planning session with technical personnel of the TCDC.
PHASE 5- No of days-0.5 Days	Submission of draft report- Number of days-1
PHASE 6- No of days- 0.5 Days	Incorporate feedback from workshop in supervisory handbook and regulatory manual-Number of days 3
PHASE 7 No of days-1	Submission of final report and final supervisory handbook and regulatory manual-

5.0 OUTPUT

This phase is one of the critical stages in the project as such the consultants will report to the CEO ACCOSCA (Unless informed otherwise during contract signing). This implies that the strategic plan document and other outputs will be submitted to the CEO, ACCOSCA.

Supervisory Skills Gap Analysis also referred here as Technical Needs Assignments

6.0 LINES OF COMMUNICATION

Any other relevant information documentation required will be provided by official within ACCOSCA as advised during the signing of the contract. The Final Technical Needs Assignments and proposed Supervisory mapping will be submitted to the CEO, ACCOSCA.

7.0 DEADLINE

The deadline for delivering the final report, supervisory technical needs assignments

10th April, 2018.

9.0 APPROVAL: ACCOSCA is seeking candidates:

- I. With a master's level qualification in Finance related subjects
- II. Proven experience of 5 years or more in undertaking high level technical and supervisory experience
- III. Track record in Financial Co-operative Supervisory assignments would be an advantage
- IV. Understand the Africa SACCO growth and development trends
- V. Qualified Development Educator would be an advantage
- VI. Ability to understand both written and spoken will be an advantage

10.0 FITNESS TO TRAVEL. It is the consultants' responsibility to ensure that they are medically fit for travel to and work in the destination country. In accepting this TOR/ Terms and Conditions the Consultants confirm that the consultants' general state of health and fitness is good for the trip in question and that the Consultants take full responsibility for themselves. The onus is on the individuals involved to ensure that ACCOSCA is advised of any medical information that may impact their trip. All information will be held in confidence.

11.0 APPLICATION PROCESS

Please submit CV with cover letter via email to George Ombado, CEO, ACCOSCA, Kilimanjaro Road, Upper hill Nairobi, Kenya Email: George.ombado@accosca.org

Closing date for applications is **Friday, 16st February, 2018**

All applicants are thanked for their interest in the assignment. However, only those selected for an interview will be contacted.