



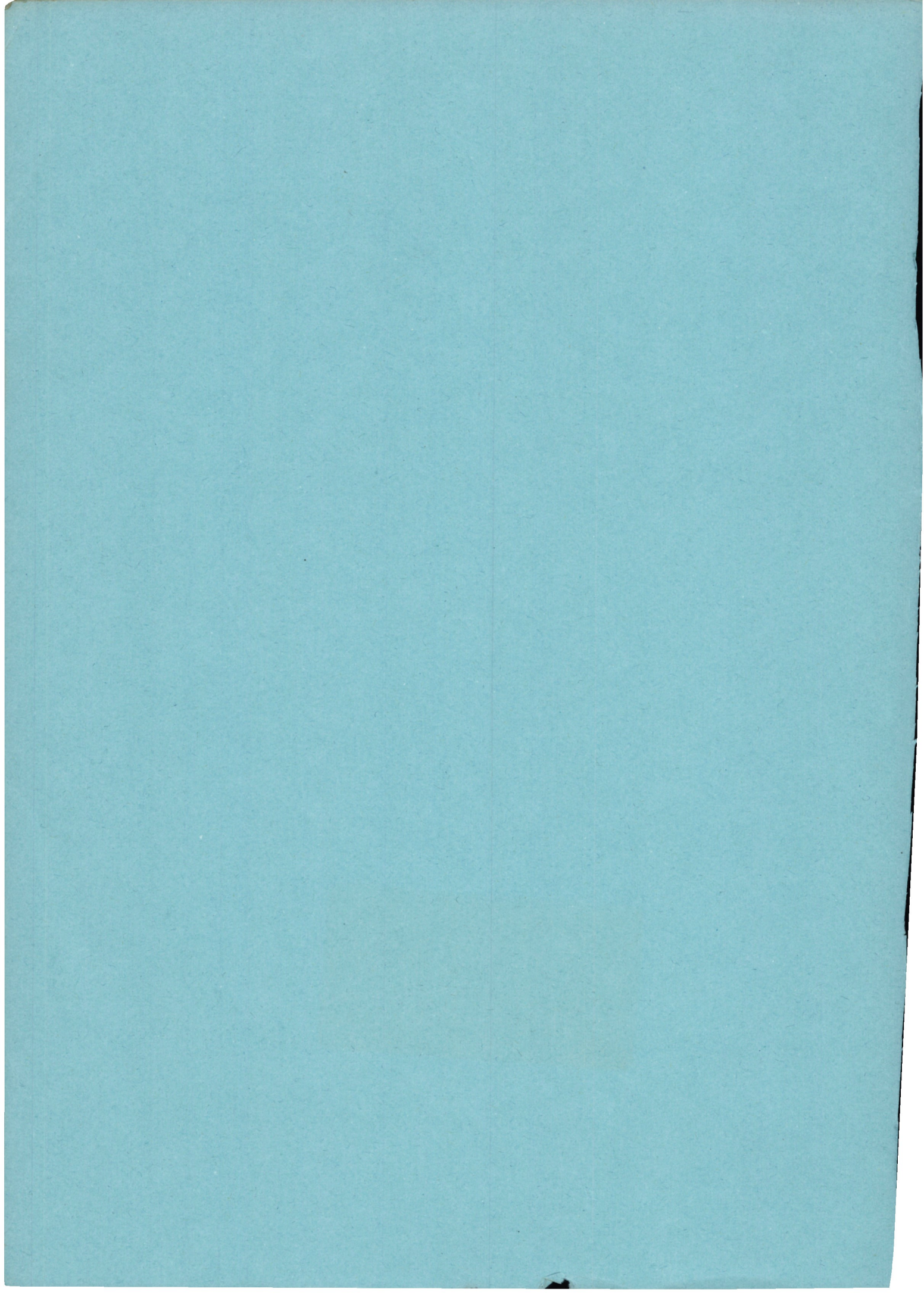
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**MINISTRY OF LABOUR
ANNUAL REPORT
1974**

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**MINISTRY OF LABOUR
ANNUAL REPORT
1974**

KENYA NATIONAL ASSEMBLY
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INTRODUCTION

Hon. J. Nyamweya became Minister for Labour in the second half of the year.

The Ministry, through its various departments, continued its efforts to ensure that the various services offered by it were expanded. In particular, training has been given emphasis as a major contribution to the improvement of productive employment position and to provide skilled personnel for the industrialization of Kenya.

The negotiations to build an Industrial Training Centre in Mombasa which started 1973 were finalized during this year when an agreement was signed between our Government and Danish International Development Authority. Another agreement was signed between our Government and the Government of Italy for the joint establishment of an Automotive Training Unit within the National Industrial Training Centre, Nairobi. The establishment of the centre in Mombasa and the Automotive Unit in Nairobi will go a long way to meeting the demand for training facilities in the country. Negotiations with the Swiss Watch Manufacturers to establish a Watch Repair Training Unit have had to be placed in abeyance due to financial problems caused by inflation but the Ministry intends to revive the subject as soon as conditions improve.

The position of National Social Security Fund improved significantly as far as suspense accounts and statements of account were concerned. The department continued to register more members and more firms and this has resulted in increased collection of money for the Fund.

The Ministry has been very much concerned about the lack of productive employment opportunities for youth who left school before completing secondary school course. In order to increase facilities available to train the youth, the National Youth Service initiated preliminary discussions with Japanese representatives for the establishment of an Advanced Vocational Training Unit within the National Youth Service. The Unit is intended to upgrade the courses presently available at the National Youth Service Mombasa Vocational Training Unit which *inter alia* trains youth in Fitting, Turning and Electrical Wiring. Consideration is also being given to the possibility of establishing a training centre at Yatta National Youth Service Unit to give youths training of the kind that would be useful in rural development.

J. I. OTHIENO
Permanent Secretary.

PART I—LABOUR DEPARTMENT

SECTION I—FUNCTIONS, ORGANIZATION AND STAFF

1. The functions of the Labour Department continued as in the previous years. The only change was that, as a result of the desire to strengthen the Employment Exchanges with the view to making them effective, it was decided during the year, to invite the Swedish experts to investigate and make recommendations as to the best way of making these Exchanges serve the purpose for which they are intended effectively. Arising out of the Report submitted by the Swedish experts, it was decided that Labour Exchanges should form part of the Kenyanization of Personnel Bureau whose functions directly relate to employment matters. The staff of these Exchanges were accordingly transferred to Kenyanization of Personnel Bureau. For practical reasons however, the employment exchanges continue to be housed in Labour Offices and directly supervised by the respective Labour Officers.

2. Matters such as enforcement of Labour Laws which are aimed at the improvement of the standard of living and welfare of workers; promotion and maintenance of industrial peace; prevention of accidents and compensation for injuries, continued to be the main functions of the Department. The Department also worked very closely with the Employment Promotion Division in so far as devising ways and means of increasing productive employment is concerned.

3. As at the end of the year, the Department's senior staff were 5 Senior Labour Officers in charge of Provinces and stationed at Nairobi, Nyeri, Mombasa, Nakuru and Kisumu. One Senior Labour Officer was stationed at the Headquarters. Industrial Relations Officers were stationed at Nairobi, Mombasa and Nakuru with two such officers working at the Headquarters with the Chief of Factory Inspectors to enable the Ministry to post two Factory Inspectors to Nakuru and Mombasa. Labour Officers were stationed at Nairobi, Kiambu, Machakos and Kitui; Nyeri, Thika, Nanyuki, Embu and Meru; Mombasa and Malindi; Nakuru, Molo, Naivasha, Thomson's Falls, Kitale and Eldoret; Kisumu, Kericho, Nandi Hills, Bungoma, Kakamega, Kisii and Homa Bay.

SECTION II—EMPLOYMENT

THE WORKING POPULATION.

4. Kenya, like the rest of the world, continued to be adversely hit by drought and frequent and abnormally high prices of imported inputs such as fertilizers, fuel and farm machineries. Commerce and industry was also adversely affected by the rising cost of imported goods and raw materials.

5. These factors worsened the employment situation. Instead of employment opportunities increasing, the country was faced with stagnation and possible redundances. A number of firms were forced during the year to reduce their labour force as a means of averting bankruptcy.

6. Despite an overall high rate of unemployment, a number of employers, mainly in plantations and other Agricultural sectors continued to suffer from lack of workers. The worst hit were tea, coffee, rice and maize growers particularly during the harvesting periods. The reason for this is that the majority of the unemployed people, who are mainly school leavers, have not accepted the fact that they can earn a decent living by working on farms. Another reason was lack of streamlined policy on mobility of labour which would ensure that areas of scarcity obtained labour from areas where labour was abundant.

7. Overall wage employment rose by 64,900 during the year, an increase of 8.5 per cent, whereas in 1973, wage employment had risen by 41,600, an increase of 5.8 per cent. On the whole, therefore, wage employment grew at a faster rate in 1974 than in 1973. Table 7 indicates the distribution of the increase between public and private sectors.

TABLE 7—WAGE EMPLOYMENT BY MAJOR SECTOR, 1971–1974

| | 1971 | 1972 | 1973 | 1974* | Annual Percentage change | |
|-------------------------------------|--------------|--------------|--------------|--------------|--------------------------|-------------|
| | 000's | 000's | 000's | 000's | 1972/73 | 1973/74 |
| PRIVATE SECTOR— | | | | | | |
| Agriculture and Forestry | 189.6 | 197.9 | 220.6 | 213.7 | 11.5 | 3.1 |
| Rest of Private Sector | 243.1 | 234.9 | 241.8 | 282.5 | 2.9 | 16.8 |
| Total Private Sector | 423.7 | 432.8 | 462.4 | 496.2 | 6.8 | 7.3 |
| PUBLIC SECTOR | 267.5 | 287.0 | 298.9 | 330.1 | 4.1 | 10.4 |
| TOTAL | 691.2 | 719.8 | 761.4 | 826.3 | 5.8 | 8.5 |

8. Whereas there was a significant increase in employment in the private sector, agriculture and forestry recorded a decline in employment to the extent of 3.1 per cent. This decline was mainly in tea and coffee industries which were heavily affected by drought. Traditionally, these two sectors experience a perennial shortage of labour—despite the overall surplus labour in urban areas. This state of affairs may lead to Kenya losing foreign exchange as a result of crops being lost due to shortage of labour.

9. As a result of employment stagnation in agriculture, a large number of people continued to go to the urban areas in search of paid employment. Approximately 27.7 per cent of these found employment in new establishments mainly in incorporated companies. Informal establishments in the urban areas took on 76,200 as compared with 41,400 in 1973. This is a clear indication of the importance of this sector as an avenue for employment. There is, therefore, a need for this sector to receive Government recognition and direct assistance. Table 9 indicates the total number of people employed in the formal and informal sectors as well as those self-employed and unpaid family workers.

TABLE 9—PERSONS ENGAGED: RECORDED TOTALS, 1972–1974

| | 000's | | |
|--|--------------|--------------|--------------|
| | 1972 | 1973 | 1974 |
| Modern Establishments—Urban and Rural Areas—Wage Employees .. | 719.8 | 761.4 | 826.3 |
| Self-employed and unpaid family workers | 50.0 | 54.0 | 55.9 |
| Informal Establishments—Urban Areas | 33.9 | 41.4 | 76.2 |
| TOTAL | 803.7 | 856.8 | 958.4 |

Employment of Women, Young Persons and Children

10. More and more women, particularly girls from schools, continued to come to urban areas in search of paid employment. Many sought secretarial jobs and for this purpose formed the many secretarial colleges which had sprung up in urban areas and which offer low quality training. This has resulted in money invested in training being largely wasted. Women continued to be preferred in certain jobs such as tea-picking, sales in small bars and in shops and in some sections of textile industries. Employment of children, particularly small girls as children-nurses in private households, continued to give the Department's field staff concern.

SECTION III—WAGES AND HOURS OF WORK

Inspections

11. Labour and Wages Inspections of places of employment continued to be carried out by the Inspectorate staff in order to ensure that employers were complying with the statutory minimum conditions of employment laid down in the various Wages Regulation Orders and in the Labour Laws. During such inspections, some employers were found to be underpaying their employees and arrears of wages amounting to Sh. 745,072.55 were recovered and paid out to the employees concerned. Some employers and employees, however, connived to defeat the law by some employees signing for higher wages in the master rolls when, in fact, they received much lower wages than they signed for. A breakdown of arrears recovered by areas were as follows :—

| Area | Amount Sh. |
|-------------------------------------|-------------------|
| Coast Province | 257,993.05 |
| Nairobi Area | 102,852.20 |
| Central Province | 153,260.00 |
| Rift Valley Province | 89,162.50 |
| Nyanza and Western Province | 141,804.80 |
| TOTAL | <u>745,072.55</u> |

Labour Advisory Board

12. The fifty-seventh meeting of this Board met in July, 1974. At this meeting, the Board recommended the ratification of Convention No. 138 concerning Minimum Age for Admission to Employment and rejected the adoption of Recommendation No. 146 concerning Minimum Age for Admission to Employment on the grounds that some of the provisions could not at this stage of our development be implemented. The Board also considered Recommendation No. 136 concerning Special Youth Employment and Training Schemes for Development Purposes. Before coming to a conclusion, the Board requested the Ministry to furnish it, at its next meeting, with figures of the Youth who had been effectively trained since the National Youth Service started.

13. The Board considered Convention No. 136 and Recommendation No. 144 concerning Protection Against Hazards of Poisoning Arising from Benzene, and felt that there were several other elements and chemicals which had serious after-effects like benzene, and recommended that the Government should carry out a comprehensive exercise to ensure better protection against hazards arising from all types of chemicals. The Board also strongly recommended that the Government should employ sufficient personnel to ensure that hazards imminent in benzene and other chemicals are minimized.

14. The Board deferred discussions on the proposed amendments to the Trade Disputes Act, in order to give both COTU(K) and F.K.E. an opportunity to consult their members.

General Wages Advisory Board

15. The Board met once during the year. At this meeting, the Board approved an application by the Printing and Kindred Trades Workers' Union for an establishment of a Wages Council in the Printing and Kindred Trades.

16. The Board also heard a report of its sub-committee appointed in the previous year to look into the question of revising and redesigning the General Order. The Board adopted the sub-committee's recommendation on wage increases which raised the basic minimum wage rates for unskilled workers in Nairobi and Mombasa from Sh. 225 to

Sh. 240 per month, and for other Municipalities from Sh. 205 to Sh. 215 per month. The Board also adopted the sub-committee's recommendation to extend the scope of the Order to cover employment in rural areas, excluding employment in the agricultural sector.

17. For the first time, in the thirty years' history of the General Order, wage rates were related to a number of specific occupations instead of relating wage rates to specified Urban areas. For the first time also, the Board's recommendations made provisions relating to hours of work, overtime rates, holidays with pay, annual leave, compassionate leave, sick leave, maternity leave, safari allowance, acting appointments, redundancy, warning system, weekly rest days, termination and suspension of employment. The Government adopted the Board's recommendations and an Order giving effect to the recommendations became effective on 1st September, 1974 under Legal Notice No. 234.

Agricultural Wages Advisory Board

18. No meetings of this Board were held during the year.

Industrial Wages Councils

19. Six Wages Regulation Orders were revised during the year. The Electrical Constructing Industry Order; Building and Construction Industry Order; Agricultural Industry Order and Petrol and Service Station Orders, become effective during the year. The proposals for two other Orders were delayed and were not published in that year.

20. Two Wages Regulation Orders namely, the Rural General Order and Domestic Servants Order became non-operative after the coming into effect of the General Order, their provisions were less favourable than those set out in the new General Order.

21. The following Wages Regulation Orders were in operation at the end of the year :—

1. The Regulation of Wages (Building and Construction Industry) Order, 1974.
2. The Regulation of Wages (Electrical Constructing Industry) Order, 1974.
3. The Regulation of Wages (General) Order, 1974.
4. The Regulation of Wages (Petrol and Service Stations) Order, 1974.
5. The Regulation of Wages (Agricultural Industry) Order, 1974.
6. The Regulation of Wages (Hotel and Catering Trades) Order, 1974.
7. The Regulation of Wages (Timber and Saw-Milling Trades) Order, 1973.
8. The Regulation of Wages (Wholesale and Retail Distributive Trades) Order, 1973.
9. The Regulation of Wages (Motor Engineering Trades) Order, 1973.
10. The Regulation of Wages (Tailoring, Garment Making and Associated Trades) Order, 1973.
11. The Regulation of Wages (Road Transport) Order, 1972.
12. The Regulation of wages (Laundry, Cleaning and Dyeing Trades) Order, 1971.
13. The Regulation of Wages (Footwear Industry) Order, 1970.
14. The Regulation of Wages (Baking, Flour Confectionery, and Biscuit Making Trades) Order, 1967.
15. The Regulation of Wages (Apprentices and Indentured Learners) Order, 1967.

Earnings

22. As a result of the general rise in the cost of living, there were very many wage demands during the year from workers in wage employment. Arising out of this, total earnings from wage employment in the modern sector rose during the year from K£.231.2 million in 1973 to K£.274.3 million in 1974. Details are shown below.

TABLE 22.1—EARNINGS BY MAJOR SECTOR, 1971–1974

| | | <i>K£ million</i> | | | |
|-----------------------------|---------|-------------------|--------------|--------------|--------------|
| | | 1971 | 1972 | 1973 | 1974* |
| PRIVATE SECTOR | | | | | |
| Agriculture and Forestry | | 15.1 | 18.6 | 20.6 | 20.5 |
| Rest of Private Sector | | 82.4 | 88.7 | 96.5 | 121.0 |
| Total Private Sector | | 97.5 | 107.3 | 117.1 | 141.5 |
| PUBLIC SECTOR | | 90.6 | 99.5 | 114.1 | 132.8 |
| TOTAL | | 188.1 | 206.8 | 231.2 | 274.3 |

*Provisional

Tables 22.2 and 22.3 below indicate the earnings in the Private and Public Sectors respectively.

TABLE 22.2 EARNINGS IN THE PRIVATE SECTOR BY INDUSTRY, 1971–1974

| | | <i>K£ million</i> | | | |
|---|---------|-------------------|--------------|--------------|--------------|
| | | 1971 | 1972 | 1973 | 1974* |
| Agriculture and Forestry | | 15.1 | 18.6 | 20.6 | 20.5 |
| Mining and Quarrying | | 1.0 | 0.7 | 0.8 | 1.0 |
| Manufacturing | | 24.0 | 25.3 | 29.3 | 34.9 |
| Construction | | 6.8 | 7.6 | 8.4 | 10.3 |
| Trade, Restaurants and Hotels | | 21.5 | 21.6 | 21.9 | 27.8 |
| Transport and Communication | | 6.8 | 8.3 | 7.7 | 11.2 |
| Financing, Insurance, Real Estate and Business Services | | 10.4 | 12.7 | 13.7 | 16.2 |
| Community, Social and Personal Services | | 11.9 | 12.5 | 14.7 | 19.6 |
| TOTAL | | 97.5 | 107.3 | 117.1 | 141.5 |

TABLE 22.3 EARNINGS IN THE PUBLIC SECTOR, 1971–1974

| | | <i>K£ million</i> | | | |
|---|---------|-------------------|-------------|--------------|--------------|
| | | 1971 | 1972 | 1973 | 1974* |
| Central Government | | 37.9 | 39.9 | 42.4 | 49.1 |
| Parastatal Bodies | | 19.8 | 23.2 | 31.2 | 40.5 |
| Majority Control by the Public Sector | | 2.6 | 4.0 | 5.2 | 5.9 |
| Local Government | | 7.6 | 8.9 | 9.2 | 10.6 |
| E.A.C. General Fund Services | | 1.8 | 1.8 | 2.1 | 2.7 |
| E.A. Railways Corporation | | 8.0 | 7.9 | 9.9 | 9.4 |
| E.A. Harbours Corporation | | 1.1 | 1.2 | 1.2 | 1.6 |
| E.A. Posts and Telecommunications Corporation | | 3.6 | 2.9 | 3.1 | 3.2 |
| E.A. Airways Corporation | | 3.4 | 4.7 | 4.2 | 4.4 |
| E.A. Cargo Handling Services Limited | | 4.2 | 4.2 | 4.4 | 4.7 |
| Other E.A. Public Bodies† | | 0.6 | 0.8 | 1.1 | 0.8 |
| TOTAL | | 90.6 | 99.5 | 114.1 | 132.8 |

*Provisional.

†International Aeradio (E.A.) Ltd., E.A. External Telecommunications Co. Ltd. and Eastern Africa National Shipping Line.

Hours of Work

23. Hours of work provided for in Industrial Wages Council Orders remained as before i.e. on the average forty-five hours spread over six days of the week. There was however, an interesting change made in the Regulation of Wages (General) Order, 1974 which introduced a provision of fifty-four hours of work spread over six days of the week. For night work, the hours were set at sixty hours spread over six days of the week. Maximum hours of work per week including overtime work was restricted to one hundred and twenty-four hours in respect of night work and one hundred and twenty hours in respect of day work. Overtime rates were fixed at one-and-half times the normal hourly rate and double time for work performed during one's rest day or on a public holiday.

Housing

24. In general, the standard and quality of houses for workers continued to be of concern to the Department. Mixed farming continued to be the worst in this respect. In many cases, the houses provided were of very low standard. Some employees built their own huts with the materials provided by the employers. Tea Industry and the new Sugar companies lead other rural employers in providing not only adequate houses for their permanent labour, but also in providing good quality houses with reasonable amenities in housing areas such as water, schools, etc. A number of employers who were known to be suffering from labour shortage were advised to start long term programmes of providing permanent houses for their labour in order to avoid relying too much on casual labour from the adjacent areas.

25. In the urban areas, the housing situation continued to be desperate, particularly for the low paid workers. In the recent past, both the Government and Local Authorities have built relatively few houses for this class of workers who are the majority. The employers also, as a rule, no longer built houses for their workers. The emphasis has been on providing houses for high and middle grade workers either for renting or on tenant purchase basis. As a result of this policy, majority of low paid workers cannot find houses to rent on the wages and salaries they receive and hence the mushrooming of shanty villages all over the large urban areas.

SECTION IV—INDUSTRIAL RELATIONS

Trade Unions

26. The split in the Trade Union movement which existed in the year 1973 was not very much noticeable during the year under review. Trade unionists united on the issue of rising cost of living brought about by world inflation. In this connection, the Central Organization of Trade Unions (Kenya) persistently requested the Government to withdraw the Guidelines issued to the Industrial Court in 1973. They demanded that the Government should direct all employers to give a general wage increase to all workers in the country to compensate them for the rapid increase in the cost of living.

27. The Government made amendments to the Guidelines but rejected the demand that it directs a general wage increase. Instead, the Government stressed the need for both employers and individual unions to adhere to their own agreed collective bargaining machineries and to take necessary action within the limits stipulated in the Guidelines.

28. By the end of the year, only five Trade Unions affiliated to C.O.T.U. (Kenya) had finalized their national elections in readiness for the Organization's elections which were due to be held early 1975.

29. A ruling on the dispute on the leadership of the Railway African Union (Kenya) which was referred to the Trade Unions Tribunal by the Registrar of Trade Unions in 1973 was given by the Tribunal early in the year. The Tribunal ruled that the Union should hold fresh elections. The elections were successfully held and those elected were officially registered by the Registrar of Trade Unions.

30. The Hon. J. D. Akumu, M.P., the Secretary-General of the Central Organization of Trade Unions (Kenya) was elected as the first Secretary-General of the Organization of African Trade Union Unity with the Head Office in Accra, Ghana. Hon. J. D. Akumu eventually relinquished his post during the year and the Executive Board of the Organization appointed Hon. Juma Boy, M.P., as Acting Secretary-General and Messrs. Justus Mulei and Chadwick Adongo as Acting Deputy and Assistant Secretary-General respectively.

31. The Kenya Management Staff Association which was registered as a trade union during the previous year, encountered several difficulties in seeking recognition with employers. Majority of employers whom the Association approached refused to recognise the Association on the ground that they already recognized other industrial unions although such unions did not represent Managerial Staff.

Trade Disputes

32. There were 19 meetings of the Tripartite Committee during the year at which 671 Trade Disputes were processed. The number of trade disputes reported rose by 142 compared with a total of 529 reported the previous year. Out of the 671 trade disputes reported, the Kenya Union of Commercial, Food and Allied Workers had the highest number having reported 153 disputes compared with 102 it reported the previous year. It was followed by the Kenya Motor Engineering and Allied Workers' Union with 84 trade disputes; the Kenya Management Staff Association 82 disputes and the Domestic and Hotel Workers' Union 49 disputes.

33. There were 71 strikes during the year which resulted in 92,421 man-days being lost. Although the number of strikes dropped by 13 compared with 84 strikes the previous year, the number of man-days lost was above the previous year by 50,154. This rise was mainly caused by the strike of the Bank employees all over the country and the strike by the employees of the Associated Sugar Co. Ltd. These strikes were in defiance of respective Unions' advice against the strikes. The highest number of strikes occurred in the manufacturing industry followed by agriculture.

34. Tables 34 show details of the breakdown of stoppages of work by industrial groupings, the number of employees involved and the man-hours lost during the year. The tables also show the comparison of figures for the previous nine years.

TABLE 34.1 STOPPAGES OF WORK CAUSED BY INDUSTRIAL DISPUTES DURING 1974

| Industrial Group | No. of Strikes | No. of Employees Involved | Man-days Lost |
|--|----------------|---------------------------|---------------------------------------|
| PRIVATE INDUSTRY | | | |
| Agriculture | 17 | 4,394 | 10,607 $\frac{3}{8}$ |
| Mining and Quarrying | 30 | 6,488 | 39,599 |
| Manufacturing | 6 | 1,144 | 1,043 $\frac{1}{8}$ |
| Building and Constructing | 1 | 5 | 20 |
| Electricity, Water and Sanitary Services | 6 | 6,610 | 20,504 $\frac{3}{4}$ |
| Commerce | 2 | 86 | 109 $\frac{3}{4}$ |
| Transport, Storage and Communications (other than Docks) | — | — | — |
| Docks | 6 | 566 | 4,633 $\frac{1}{4}$ |
| Miscellaneous | — | — | — |
| SUB-TOTAL | 68 | 19,293 | 76,517$\frac{1}{4}$ |
| PUBLIC SERVICES | | | |
| Kenya Government | 1 | 500 | — |
| Local Authorities | 2 | 2,351 | 15,904 |
| E.A. Community | — | — | — |
| SUB-TOTAL | 3 | 2,851 | 15,904 |
| GRAND TOTAL 1974 | 71 | 22,144 | 15,904 |

TABLE 34.2—COMPARISON FIGURES

| Year | No. of Strikes | No. of Employees Involved | Man-days Lost |
|------------|----------------|---------------------------|---------------|
| 1966 | 165 | 42,697 | 127,632 |
| 1967 | 138 | 29,987 | 109,128 |
| 1968 | 93 | 20,508 | 47,979 |
| 1969 | 124 | 37,641 | 87,516 |
| 1970 | 72 | 19,077 | 23,192 |
| 1971 | 74 | 14,398 | 32,682 |
| 1972 | 94 | 28,056 | 42,462 |
| 1973 | 84 | 14,475 | 42,267 |
| 1974 | 71 | 22,144 | 92,421 |

35. During the second and third quarters of the year, there was an increase in the number of strikes called by shop stewards without the knowledge of national officials, which indicated that in those cases, the national officials had lost touch with and control of their junior officials. In order to prevent the situation getting out of control, His Excellency the President ruled against the staging of strikes and directed that the procedures laid down in the Trade Disputes Act must be followed.

36. The Minister invoked the provisions of section 30 (1) of the Trade Disputes Act and referred to the East African Industrial Court a trade dispute between the Railway African Union (Kenya) and the East African Railways Corporation and also a trade dispute between the same Union and the East African Harbours Corporation.

Collective Agreements

37. The employees and employers continued to negotiate collective agreements for revised terms and conditions of employment as a result of which 192 collective agreements were registered by the Industrial Court as indicated below.

| <i>Name</i> | <i>Registered</i> |
|---|-------------------|
| Kenya Chemical Workers' Union | 28 |
| Kenya Engineering Workers' Union | 10 |
| Kenya Union of Commercial, Food and Allied Workers | 47 |
| Tailors and Textiles Workers' Union | 9 |
| Transport and Allied Workers' Union | 29 |
| Kenya Quarry and Mine Workers' Union | 8 |
| Printing and Kindred Trades Workers' Union | 8 |
| Kenya Motor Engineering and Allied Workers' Union or Amalgamated Union of Kenya Metal Workers | 14 |
| Kenya Plantation and Allied Workers Union | 6 |
| Domestic and Hotel Workers' Union | 15 |
| Kenya National Union of Musicians | 5 |
| Kenya Shoe and Leather Workers' Union | 2 |
| East African Federation of Building and Construction Workers' Union | 2 |
| National E.A. Seamen's Union | 2 |
| Dock Workers' Union | 1 |
| Kenya Petroleum Oil Workers' Union | 1 |
| Kenya Local Government Workers' Union | 2 |
| Kenya Timber and Furniture Workers' Union | 1 |
| Union of Posts and Telecommunications Employees (K) | 1 |
| Kenya Sugar and Plantation Workers' Union | 1 |
| TOTAL | <u>192</u> |

38. Due to complaints from the Unions and the representations made to the Government by C.O.T.U., the Government clarified and made amendments to the Guidelines in the manner indicated in paragraphs 39 to 41 below.

39. Guideline (iii) stipulated that increases in wages and salaries should not exceed the rate of income growth in the economy as a whole. It was clarified that this did not in any way infringe the Workers' rights to claim compensation for price increase.

40. Guideline (iv) states that the workers' wages should not normally be eroded by price increases. In cases where an agreement would grant low-paid workers increases below the requirements of this Guideline, the Court should feel free to investigate the reasons. If the Court is not satisfied that the parties have paid sufficient attention to the low-paid workers, and if no serious impediment to the growth of the employment exists, the Court may reject registration with reference to this Guideline.

41. Guideline (x) made provision that the level of remuneration of any one section of workers should not be reviewed more often than once every twenty-four months. A modification was made to the effect that whilst the Court should continue to take account of the principle that remuneration clauses should be binding for at least two years, it should not object to arrangements whereby the parties voluntarily agree to review the agreements after one year, provided that the revision conforms with Guideline (iv).

Joint Consultative and Negotiating Machinery

42. There were no noticeable changes in the number of joint consultative and negotiating bodies from those in existence in 1973. Employers' and workers' organizations were encouraged to maintain the existence of such bodies. In general, consultation and negotiations at the level of undertakings proved effective in establishing better labour relations between employers and employees and reduced the number of major industrial conflicts.

Boards of Inquiry

43. The Board of Inquiry appointed by the Minister for Labour in May, 1973 to look into a trade dispute between the Kenya Union of Sugar Plantation Workers and the Chemilil Sugar Co. Ltd., on the issues of cause of Labour unrest and bad industrial relations had not submitted its report to the Minister by the end of the year.

SECTION V—INDUSTRIAL COURT

44. The composition of the Industrial Court remained as in the previous year:—

The Judge of the Court—Mr. Saeed R. Cockar.

Deputy to the Judge—Mr. T. Okelo Odongo.

Members—Mr. J. Carroll.

Mr. J. Abuoga.

Mr. J. Mwangi.

45. The Industrial Court was very busy throughout the year. A total of 78 disputes were registered during the year which was an increase of 18 cases as compared with the number of cases registered in 1973. During the same period, the Court heard 93 cases and made awards thereon. These cases included some which were registered in the previous year, but could not be finalized at the close of the year. Out of the total of 78 cases registered during the period under review, only one case was referred to the the Court by the Minister for Labour, that is, Cause No. 48/74, Nyeri County Council versus Kenya Local Government Workers' Union. One case was registered as Appeal No. 1 of 1974. This appeal was made by the Kenya Union of Commercial, Food and Allied Workers against the Minister for Labour's refusal to accept the report of its dispute with Kangaita Tea Factory, over Recognition.

46. Appendix II shows the list of cases registered during the year, whereas Appendix III gives the list of the issues in dispute broken down to wages, salaries and other conditions of service.

Trade Union Tribunal

47. During the first half of the year, the Tribunal heard two disputes. These concerned leadership disputes in the Railway African Union in January and in E.A. Community Union in February.

48. At the close of the year, the Tribunal mentioned the dispute in Customs' Workers' Union and fixed the date for heading on 4th February, 1975.

49. In all these disputes, the Judge Mr. Saeed R. Cockar sat with Messrs. J. M. Muchura and T. W. Tyrel as members of the Tribunal.

The East African Industrial Court

50. The Judge of the Court Mr. Saeed R. Cockar attended a number of Sessions of the East African Industrial Court during the period under review.

51. On 19th and 20th March, members of the East African Industrial Court met in Nairobi to discuss various matters. On 8th April, the Judge travelled to Mombasa to attend E.A.I.C. Cause No. 2/73. The hearing went up to 11th April, 1974. On 13th and 14th May, the same Court sat in Mombasa to finalize Cause No. 2/74.

52. Cause No. 1/74 which was the dispute between N.U.T.A. and East African Airways was heard in Dar es Salaam from 23rd to 25th May, 1974.

53. The E.A.I.C. held another meeting in Nairobi as from 18th to 21st June, 1974 to hear Cause No. 2/74 between E.A. Community and Customs Workers' Union. The hearing of this dispute took place again from 14th to 17th August.

54. Cause No. 2/74 was heard in Nairobi from 14th to 16th August and its award was announced on 22nd August, 1974. The dispute was between Customs Workers' Union, East African Community Union and E.A. Community.

55. Another dispute registered as Cause No. 3/74 which concerned E.A. Airways was heard on 10th and 11th, October in Nairobi while Cause No. 4/74 Railway African Union and E.A. Harbours Corporation was heard in Mombasa from 17th to 19th October. On 11th November, the Judge attended another E.A.I.C. Cause No. 3/74 at the Community building in Nairobi.

56. Cause No. 5/74 concerning E.A. Railways Corporation was held in Mombasa from 4th to 6th December. On 7th December, award on the dispute between Kenya Pilots Association and E.A. Airways was announced. The Judge also had an occasion to travel to Arusha while he was on leave which commenced on 2nd and ended on 19th December. Members of the E.A.I.C. met the Secretary-General and the Counsel to the Community during their stay in Arusha.

SECTION VI—BOARDS AND CONFERENCES

The International Labour Conference

57. The 59th Session of the Conference was attended by over 1,400 delegates consisting of Ministers of Labour, Government officials, employers as well as workers' representatives.

58. Kenya was represented by a tripartite delegation consisting of:—

Hon. E. N. Mwendwa—*Minister for Labour.*

Mr. J. I. Othieno—*Permanent Secretary, Ministry of Labour.*

Mr. J. B. O. Omondi—*Assistant Labour Commissioner, Ministry of Labour.*

Mr. A. N. Watakila—*Chief Inspector of Factories, Ministry of Labour.*

Mr. J. D. Akumu—*Secretary-General, COTU (K).*

Mr. T. D. Owuor—*Federation of Kenya Employers.*

The Conference had the following items on its agenda: Report of the Director-General; Programme and Budget proposals and other financial questions; Information and reports on the application of Conventions; Paid educational leave (second discussion); Control and Prevention of Occupational Hazards caused by Carcinogenic substances and Agents (second discussion); Organization of rural workers and their role in economic and social development (first discussion); Migrant Workers (first discussion); Human resources development; Vocational guidance and Vocational Training (first discussion) and the Structure of I.L.O.

59. In addition, the Conference had before it, a special report on the application of the Declaration concerning the policy of apartheid of the Republic of South Africa submitted by the Director-General.

60. Besides the debate on the Report of the Director-General on the topic of "Action of the I.L.O.: Problems and prospects", the plenary session was also addressed by both Senora Estalla Martinez de Peron, Vice-President of the Republic of Argentina, and Tun Abdul Razak, Prime Minister of Malaysia. In reply to the debate, the Director-General, Mr. Francis Blanchard indicated that the International Labour Organization would intensify its campaign against poverty in the world by taking suitable international, regional and national action, with particular attention to developing countries.

Paid Educational Leave

61. The Conference adopted a Convention and a complementary Recommendation aimed at the promotion of paid educational leave to workers, with the object of giving them the opportunity of updating their skills and training throughout their working lives. The Convention defined paid educational leave as "leave granted to a worker for educational purposes for a specified period during working hours, with adequate financial entitlement". It was decided that paid educational leave should be made available to workers by methods suited to national conditions and practice, and by stages, if necessary. The leave can be used for training at any level to give general, social civic education, or trade union education.

62. The complementing Recommendation set out the methods by which paid educational leave may be promoted, while noting that it is not a substitute for education and training in early life. When leave is taken for trade union education, the workers' organization concerned should be responsible for selecting candidates. Workers should be able to maintain their level of earnings during paid education leave, account being taken of any major additional costs of education or training.

Control and Prevention of Occupational Hazards Caused by Carcinogenic Substances and Agents

63. The Conference adopted two international instruments aimed at limiting the use and the adverse effects of carcinogenic (cancer causing) substances, and strengthening protective measures against them.

64. The Convention concerning occupational Cancer commits ratifying states to deciding which substances should be banned or controlled; to replacing them where possible with less harmful substances and reducing the number of workers exposed to such harmful substances; to prescribing protective measures; to informing workers of the danger and how it should be avoided; to monitoring the health of exposed workers so that the success of prevention may be judged. Appropriate provisions by laws or other means should be made to ensure that the required measures are enforced. Both should be consulted in preparing such measures.

65. The Recommendation concerning Occupational Cancer sets out the methods which should be adopted for these principles to be put into practice. It requires workers to observe safety procedures and use protective equipment which might include respirators in the case of inhalation risks.

Organization of Rural Workers and their Role in Economic and Social Development

66. The Conference produced a draft Recommendation which, after revision, will be adopted next year as an international labour standard.

Migrant Workers

67. The Conference called for international co-operation in stopping the exploitation of migrant labour, which has in recent years led many workers into lives of misery. A proposed Convention to be circulated among member states, and reconsidered for final adoption next year will call for measures against trafficking in illicit migrant labour.

68. An accompanying proposed Recommendation will specify the policies by which equality should be assured, and call upon member states to foster public understanding of the principle of equal opportunity.

Human Resources Development; Vocational Guidance and Vocational Training

69. The Conference agreed that training for work and guidance in choice of jobs should be available to men and women throughout their working lives. It drew up a proposed convention and recommendation designed to complement existing international labour standards and to promote a modern view of guidance and training as life-long processes. The 1975 Conference will take final action on the two proposed instruments.

Committee on the Application of I.L.O. Standards

70. The Committee on the application of the Conventions and the Recommendations reviewed a number of problems in connection with the ratification and implementation of International Labour Standards. A special discussion was held on Recommendation No. 119 dealing with Termination of Employment by employer.

Structure of the I.L.O.

71. Regarding the structure of the I.L.O., the Conference decided that since there was a great divergence of opinion on various matters, a Working Party be appointed to look into the various questions with a view to reaching conclusions which are likely to command the support of the majority in future conferences.

Finance

72. Regarding financing the 1975 budget of the I.L.O., it was decided that the total assessed contributions for the year 1975 should be maintained at the same level as that of 1974, i.e. \$45,500,000 and that the balance of budgetary income required should come from a special account and from arrears of contributions collected in the 1974/75 biennium.

Resolutions

73. The Conference adopted five resolutions: Resolution concerning the policy of discrimination, racism and violation of trade union freedom and rights practised by the Israel authorities in Palestine and in the other occupied Arab territories. The Conference declared that any occupation of territory following aggression constituted in itself a permanent violation of human rights and in particular of trade union and social rights. It condemned the policies pursued by the Israeli authorities against the Arab people which were impairing basic human freedom.

Resolution concerning Human and Trade Unions in Chile

74. The Conference urged the Chilean authorities to take a series of measures to put an end to violation of human and trade union rights and to lift all restrictions on the exercise of trade union activities. It invited the I.L.O.'s Governing Body to instruct the Director-General to take urgent steps to send the I.L.O. fact-finding and conciliation commission to Chile immediately.

Resolution concerning the Financing of Expenses of Delegation to the International Labour Conference

75. Delegates asked the Governing Body to speed up the examination of ways to help member states send tripartite delegations to the Conference, especially from the developing countries by making partial or full payment by the Organization towards travel costs and subsistence allowances.

Resolution concerning the Convocation by the I.L.O. of a Tripartite World Conference on Employment, Income Distribution and Social Progress and the International Division

76. In this Resolution, delegates invited the I.L.O. Governing Body to study urgently the possibility of convening such a Conference. They also asked the I.L.O. to speed up its study programme on the social consequences of the activities of multinational enterprises, and to prepare a report on the repercussion of inflation on workers' income and employment. They also asked that the full participation of workers' and employers' organizations should be encouraged in technical co-operation projects supported by the United Nations Development Programme and other United Nations Agencies.

Resolution concerning the Working Environment

77. The Conference asked the I.L.O. to take an active part in programmes to improve all aspects of the working environment and in co-operation with other U.N. agencies concerned, organize meetings and carry out research on the subject.

The African Labour Ministers Conference

78. The 12th Session of the above Conference, which was opened by President Ahmed Sekou Toure, was attended by delegates from 36 countries of Africa. Most delegations included trade union leaders from their respective countries. Kenya was represented by :—

Permanent Secretary, Labour—Mr. J. I. Othieno.

Assistant Labour Commissioner—Mr. J. B. O. Omondi.

The Secretary-General COTU (K)—Hon. J. D. Akumu, M.P.

79. The Conference which was chaired by the Minister for Labour of the Democratic Republic of Guinea, and assisted by two Vice-Chairmen—Ministers of Labour of Tanzania and the Central African Republic discussed the matters set out in the succeeding paragraphs.

80. The Conference noted, with appreciation, the report submitted by the OAU Secretary-General on matters within the competence of the Conference. The report covered such items as trade union matters; Labour Administration including social security, and the structure of the I.L.O.

81. The Conference, while noting the report of the African Members of the I.L.O. Governing Body, resolved to support the candidature of H.E. the Minister of Labour, Social Affairs, Youth and Sports of Morocco to the post of Chairman of the I.L.O. Governing Body for 1974-75 since it will be Africa's turn to nominate the Chairman of the Governing Body in June, 1974.

RULE 8

83. "The Ordinary Session of the Conference shall be held at venue provided by Member States. If several Member States invite the Conference, the Conference shall accept the invitation first received and may then accept the other invitations for subsequent sessions in the order in which they are received. In the absence of any invitation from the Member States, the Conference shall be held at the Headquarters of the Organization of African Unity."

RULE 16

84. It was agreed that the Conference of African Labour Ministers be an institution within the OAU but with its own separate budget, and that its decision should not be subject to review by the Council of Ministers, but rather that the Council should be informed of the Conference's decision, so as to facilitate co-ordination of the work of both institutions of the OAU.

85. The following amendment was accordingly agreed by the Conference:—

“The Conference shall have its own budget for the establishment of effective Conference technical Secretariat under the supervision of the Administrative Secretary-General of the OAU, to which the Member States should contribute additionally in accordance with present OAU scale of assessment for the contributions of the Member States. Where a session of the Conference is held in a Member State, the host Government shall bear the difference between the cost of holding the Conference at the headquarters and the cost of holding it away from Headquarters.”

86. After discussing the Kenya Paper on the training of Labour Administrators, the Conference decided to request the Administrative Secretary-General of the OAU to include this item on the agenda of the meeting of African Experts on Occupational Health and Safety due to be held in Algiers—Algeria, for the guidance of the experts and a report be made to the Conference at its 13th Session. It was also agreed that member states of OAU should consider establishing sub-regional training centres for Factory Inspectors.

87. The Conference noted the report of the Director of the I.L.O. Turin Centre and recommended firstly that means be found by the U.N.D.P. to finance more fellowships to the Centre and to ensure adequate financial support for the Centre and secondly that the possibility of decentralizing the activities of the Centre by, say, building other centres in Africa, be explored.

88. Regarding the structure of the I.L.O., the Conference recommended that the Director-General of the I.L.O. should endeavour to find ways of balancing representation of the different social systems of the world in the Governing Body of the I.L.O. Further, it was agreed that matters of structure be reviewed by the International Labour Conferences annually.

89. The Conference resolved that all possible measures be taken to stop the brain drain from Africa to Europe and that where migrant workers from Africa are employed in Europe, equitable and non-discriminatory treatment should be accorded them.

90. The Conference requested the OAU Council of Ministers meeting at its resumed 22nd Session in Kampala, Uganda, from April 1st to 4th to raise the subvention to O.A.T.U.U. to at least US \$500,000 to enable O.A.T.U.U. to commence effective operations.

91. With regards to the Algerian Paper on the co-operation between the Arab Labour Organization and the African Labour Ministers, it was agreed that the two organizations co-operate on matters within their competence and which are for their mutual benefit. However, detailed areas of co-operation be worked out and circulated to members.

92. The following decisions were taken by the Conference: First, that a symposium on conditions of the workers in territories still under the colonial and racist domination be held in 1974 in a country adjacent to those territories and that the OAU should organize it. Secondly, that the I.L.O. Governing Body be requested to exclude Portugal from all I.L.O. activities until Portugal is expelled from the Organization, and that ways and means be explored to expel her from the I.L.O. in accordance with the principle of the U.N. Charter. Thirdly, that the OAU General-Secretariat should take special action and approach Member States concerned with a view to establishing reciprocity agreement in the field of Social Security.

93. After Gabon had offered to host the next session, it was resolved that the next meeting be held in Libreville—Gabon in March, 1975. The Conference also noted the offers made by Libya and Sierra Leone to host the Conference in 1976 and 1977 respectively.

SECTION VII—WORKMEN'S COMPENSATION

94. The total number of accidents reported under the Workmen's Compensation Act (Cap. 236) during 1974 were 4,919. Of these, 179 were fatal, 2 were permanent total incapacity, while 347 resulted in permanent total incapacity. Those resulting in temporary incapacity for a period of at least 3 consecutive days were 1,544. The remaining 2,849 accidents were still subject to Medical reports with a view to determining the degree of incapacity. An analysis by industry of all reported accidents showing the degree of incapacity (where known) is given below. Appendices IX and X give a summary of all accidents in 1974 and analysis of industry and causation, respectively, and analysis by nature and location of injury is given at appendix XI.

95. The year under review saw an increase of 263 accidents as compared with the 1973 figure. The same trend saw a continued increase in the number of fatal cases from 174 to 177 including one juvenile which would appear to be of a diminishing nature compared to the 1972-1973 figures. These were as follows:—

| | |
|---|------|
| Government and Business Services | 34 |
| Manufacturing Industries | 38 |
| Construction Group | 32 |
| Agricultural Group | 29 |
| Transport, Storage and Communication | 27 |
| Commercial Enterprises | 12 |
| Mining and Quarrying | 3 |
| Electricity, Gas, Water and Sanitary Services Group | 2 |
| Docks | None |

96. Taking all accidents into consideration, the greatest number seemed to have occurred in Manufacturing Industries with 1,501 as compared to 1,371 in 1973, an increase of 130. Other groups included:—

| | |
|---|-------|
| Construction | 1,319 |
| Transport, Storage and Communication | 629 |
| Agricultural Industries | 487 |
| Government and Business Services | 435 |
| Commercial Enterprises | 212 |
| Docks | 191 |
| Electricity, Gas, Water and Sanitary Services | 113 |
| Mining and Quarrying | 32 |

97. Compensation paid out during the year under review in respect of death or permanent incapacity amount to K£385,464-17-00, an increase of K£200,366-05-00 on the 1973 figure. In addition K£48,011 was paid out in the form of periodical payments to workmen suffering temporary incapacity. The total of K£433,375-17-00 was an increase of K£248,377-04-00 above the 1973 total which was K£241,035-05-00.

98. The Post Office Savings Bank Deposits held in Trust by the Registrar of Workmen's Compensation amounted to K£12,044-05-20 at the close of the year. A total of 148 withdrawals were made during the year amounting to K£2,121-07-20. One new account was opened during the year and two old accounts closed upon the exhaustion of funds.

99. The reporting and processing of accidents throughout the Labour Offices showed a continued marked improvement. A total of 67 cases were referred to Medical Board for determination or final decision.

100. Compensation amounting to K.Sh. 27,683.20 was paid out to workmen or their dependants residing in Uganda. No payment of compensation was, however, made to workmen or their dependants residing in Tanzania. At the same time, a total sum of K.Sh. 3,535.55 was received from Uganda and another of K.Sh. 38,355 from Tanzania and paid to dependants and workmen residing in Kenya.

SECTION VIII—FACTORY INSPECTORATE

Industrial Development

101. The year had a remarkable upward growth in industry as witnessed by the rise in the overall number of factories on the register. By the end of the year, there were 6,679 factories registered, as compared with 6,568 at the end of 1973. Building plans seen and approved in the course of the year for new factories and extensions to existing factory premises indicated a healthy rate of growth. Among the notable new enterprises are Elianto Kenya Limited and Rift Valley Products, both of which produce edible oil; Glad-home Works, a bicycle manufacturing concern; Cartons Limited, producing the highly demanded corrugated paper boxes for packing; Kenya Chipboard Limited, who are about the only factory of its kind in Africa for producing chip-board, started constructing a factory at Nakuru in the middle of the year and it is expected to go into production early 1975.

102. The Panafrican Paper Mills (East Africa) Limited constructed at the cost of K£17 million went into production in the last quarter of the year. By the end of the year and with only one production line going on, there were approximately 850 persons employed. It started with brown packing paper while the white or bleached paper was to be produced early in 1975.

103. Other significant projects included extensions to the cashew-nut factory at Kilifi, Match Box factory at Mombasa, and the completion of construction work of the Asbestos Cement Factory at Bamburi, Mombasa. During the year, there were a number of hotels and office blocks going on in Nairobi. Our interest in buildings such as hotels and office blocks is mainly for the purpose of steam boilers and lifts. These items of plant are covered by the Factories Act for the purpose of ensuring their safe use and proper maintenance in order to ensure safety of workers and members of the public in general. *See Appendix V.*

Training

104. The two inspectors who were granted British Technical Assistance Scholarships to pursue further training in the United Kingdom in 1973 continued with their studies until the end of 1974 when they returned to Kenya. At the same time, one other Inspector who was attached to the University of Nairobi proceeded to U.K. to take up training at the Imperial College, London where he will specialize in pressure vessels. Another Inspector attended a prosecution course at the Criminal Investigation Department Training School, Nairobi, which lasted for eight weeks.

Inspections

105. The following were the inspections carried out during the year. Where it states special visit, this includes visits for the purposes of accident investigation and visits specifically requested for by the factory owners to discuss some specific problems. The reason for the very slight improvement in the field work may be found in the fact that all the old inspectors were mainly on courses during the year.

| | 1973 | 1974 |
|---|------|------|
| Inspections of Factories with Power | 514 | 560 |
| Special visits to Factories with Power | 109 | 125 |
| Inspections of factories without Power | 24 | 56 |
| Special visits to Docks | 10 | — |
| Visits to non-factory premises with steam boilers | 18 | 2 |
| Visits to non-factory premises with hoists of lifts | 5 | 6 |
| Visits to places not under the Act | 45 | 18 |
| Night visits | 2 | — |
| TOTAL | 779 | 795 |

Accidents General

106. The chief function of the Inspectorate is to enforce the Factories Act through inspections undertaken in premises used for factory purposes. In this way, the safety, health and welfare of the workers are checked, to ensure that they are adequately catered for. Through this process, the Inspectorate aims at reducing the number of accidents and other occupational hazards.

107. During the year, the number of accidents reported from places subject to the Factories Act were 1,894 as compared to 1,845 in 1973. It must be appreciated that the actual position is far worse, for accident reporting system in the country is far from satisfactory. The following analysis of the causes of accidents shown as percentage of the total is self explanatory. The bracketed figures refer to the previous year.

| <i>Cause</i> | <i>Percentage of Total</i> | |
|---|----------------------------|---------|
| Transmission Machinery | 3.96 | (2.66) |
| Lifting Machinery (Power Driven) | 0.00 | (0.11) |
| Lifting Machinery (Non-power driven) | 0.05 | (0.00) |
| Woodworking Machinery | 5.28 | (6.45) |
| Metal Working Machinery (Power presses and abrasive wheels) | 0.74 | (0.98) |
| Sisal Machinery | 1.58 | (2.28) |
| Nip accidents in rollers, etc. | 2.01 | (0.60) |
| Other Power Driven Machinery | 12.30 | (11.27) |
| Other Machinery non-power driven | 1.16 | (0.65) |
| Railways (Locomotive and rolling stock) | 0.11 | (0.27) |
| Vehicles (other than railways) | 1.85 | (1.52) |
| Steam Pressure Plant | 0.21 | (0.00) |
| Electricity | 0.48 | (0.38) |
| Explosions | 0.16 | (0.05) |
| Fires | 0.90 | (0.76) |
| Gassing Poisoning | 0.16 | (0.05) |
| Molten metal and other hot or corrosive substances | 3.27 | (4.93) |
| Use of hand tools not powered | 4.75 | (4.39) |
| Struck by falling objects | 19.27 | (13.88) |
| Falls of ground | 0.00 | (0.05) |
| Falls of persons | 7.29 | (5.96) |
| Stepping on objects | 0.32 | (0.76) |
| Handling of goods or articles | 24.39 | (17.56) |
| Animals | 0.05 | (0.00) |
| Miscellaneous accidents | 7.39 | (17.29) |
| Accidents not adequately described | 1.00 | (1.84) |

108. During the year, there were five fatal cases reported from work places subject to the Factories Act.

Boiler Explosion

109. One of the worst accidents in recent years occurred in Nairobi. It claimed three lives and caused extensive damage to the factory. The deceased persons were working on a night shift when a steam boiler exploded, killing all three instantly. The explosion was probably due to the main flue tube giving way at the front end (fire end), as a result of excessive stressing and over-heating, resulting into fatigue and creep weakening of material and finally rupture of the main flue tube at the front end. Steam through the ruptured surfaces formed jets, blasting the furnace brick work, lifted and propelled the boiler some distance away from its normal anchorage. It is not clearly known whether the deceased were killed by the steam or by the boiler itself or the collapsing parts of the building.

Woodworking Machinery

110. A man sustained fatal injuries when his hand was trapped between an inadequately guarded in-running nip of a pulley and flat belt, driving a breakdown saw.

Docks (Falling Objects)

111. Due to unavailability of berth at Kilindini Fort, a ship had to anchor at the mid-stream, in which case, loading and unloading had to be done using two groups of persons, one group in the ship and the other one on the lighter. At the time of the accident bales of gunny bags were being unloaded from the ship into a lighter which had anchored

on the starboard side, just beside the ship. A gangway man was directing two winchmen who were operating the ship's derrick that was lifting seven bales from the ship. The bales came up from the ship safely, but as they were passing over the "Bulkmark Rail" of the ship, one bale touched the top of the rail, and the hooks by which it was attached to the sling slipped out from the bands around the bale. The bale in turn fell over onto the lighter where it hit one of the wooden planks covering the lighter and the plank in turn broke into two and fatally knocked down one person and injured two others.

General

112. A number of other minor accidents were investigated during the year. Machinery and other accidents investigated showed that the seriousness of these varied from one factory to another and also on the part of the body involved, e.g. amputation of legs and fingers. Looking at the percentages by causation for the year 1974, and comparing them with 1973, it appears that they were slightly increased. This will definitely call for a concerted effort by the Ministry to make the Factories Inspectorate Section more effective so as to cope with the ever increasing work.

Authorized/Approved Persons

113. Six interviews were held during the year to recruit inspectors in this field. In the 1973 annual report, it was stated that this is an area which requires highly qualified engineers. In order to initiate corrective measures, the Ministry agreed to arrangements to have one of the engineering graduates who joined the Section, to go back to the University in order to pursue further studies in the field of pressure vessels. The officer concerned is now undergoing further studies at the Imperial College, London which will ultimately lead to an M.Sc. degree in this field. He is expected to do a lot of practical work before he returns to Kenya.

114. During the year, there were 10 people authorized/approved to inspect lifts, 13 to inspect steam boilers and steam receivers, 13 to inspect air receivers, and 7 to inspect cranes, lifting machines, chains, ropes, etc. It should be pointed out that the number of persons authorized to inspect cranes, lifting machines, chains and ropes, etc. was dangerously reduced from 16 in 1973 to only 7 in 1974.

115. Eighteen employees of the East African Railways Corporation were authorized/approved to inspect plant owned by the Corporation. Two other authorized/approved persons were employed on inspection work by the East African Harbours Corporation.

Plant

116. Seventy-one new steam boilers were reported as having been taken into service in the country. Without taking into account any old ones that may have been taken out of use, this brings the total number of steam boilers in operation in the country to 1,170. 44 new lifts were registered bringing the total to 278. The operation of lifts in various buildings in the City of Nairobi was not without problems. Some were highly inefficient and in one case court action was taken to put it out of use, until it was repaired to the standard required.

Cellulose Solution Rules

117. There was no major incident that happened in this field. This field will need reviewing as the idea of restricting the rules to paints containing cellulose thinners is getting outmoded. All paints should be included as modern research is showing that where at one time a chemical was thought harmless, this is now being proved to the contrary.

Docks Rules

118. One hundred thirty-four accidents, one of them fatal, were reported from Mombasa and Kisumu Docks. This is half of the accidents reported in 1973. The fatal accident has been described in detail in the sub-heading "Accidents resulting in fatalities". These fluctuations cannot be easily explained at the moment until we have a permanent inspector stationed at the Docks.

Health

119. The problem concerning protection of the health of workers in places of employment, particularly the industrial undertakings remains our main worry. At present this is poorly catered for, but the assistance promised by the W.H.O. will go a long way in solving some of the urgent problems. The Ministry of Health has shown keen interest and had promised all possible help in this field. There are, however, three main fields which are considered as priority areas taking into account the numbers of people working in these areas. These are:—

(a) Situations where dusts and fumes are produced, such as sisal factories, textile mills, quarries, etc.

(b) Industries associated with noisy activities, e.g. engineering workshops.

(c) Industries utilizing or generating chemicals and toxic substances.

In this field, collaboration with interested persons and bodies both inside and outside the Government is of paramount importance if anything has to be achieved.

Building Operating and Work of Engineering Construction

120. There were seven fatal accidents in this industry during the year out of a total number of 187. This is a very high rate which calls for concern. The Factories (Building Operations and Works of Engineering Construction) Rules were more or less finalized during the year, and it is hoped that they will be accepted and introduced in the country as soon as possible.

Legal

121. A firm which carried out tyre-retreading business in Nairobi was closed down for various contraventions under the Factories Act. A passenger lift, serving a number of floors in a building in the City Centre was also put out of use, until it was repaired to the satisfaction of the Inspectorate.

DIRECTORATE OF INDUSTRIAL TRAINING (NATIONAL INDUSTRIAL TRAINING SCHEME)

Introduction

122. This report covers in general the activities of the Department of the Directorate of Industrial Training including the National Industrial Training Centres at Nairobi and Kisumu.

General

123. Industrial training took a great leap forward during 1974 with the recruitment of 464 craft apprentices compared with the 183 registered in 1973 and this large enrolment put a considerable strain on our training resources.

124. This particularly applied to staff which, as a result of "freezes", the long time taken in the process for the recruitment of staff and the relatively unattractive terms offered by Government for qualified instructional staff, remains a very serious problem.

125. In fact, if it had not been for the assistance provided by the Canadian and Danish Governments in the manning of our two training centres with expatriate instructors, the Industrial Training Scheme would be in a very sorry state indeed. The Canadian Team are due to finish in October, 1975 and so far no attempt has been made to replace them. Fortunately there is some hope that the Danish Government may agree to send replacements for their Instructors who are also due to leave next year, but, if they do not, the Kisumu Centre will have to virtually close down.

126. During 1974 we have just managed to cope, but unless something is done quickly, 1975 could be a disaster year with Employers being told that they must pay the Training Levy but they cannot engage any apprentices because Government is unable to provide the necessary training facilities and with school leavers being told that, for the same reason, there are no jobs for them.

127. Finance is the other problem; we have felt the pinch this year and, with the rapid escalation in the cost of equipment and materials, the need for a substantial increase in the funds allocated for industrial training must be recognized.

128. The Mombasa office of the Department headed by a Senior Training Officer was opened in February, 1974 and this had led to much closer co-operation with employers in the coastal area and to an awakening of interest in industrial training. There is no doubt about the fact that personal contact is the only real way of making employers aware of both the existence and the benefits of industrial training.

129. An agreement was signed between the Governments of Italy and Kenya on the 15th February, 1974 for the joint establishment of an Automotive Training within the National Industrial Training Centre in Nairobi. Under the agreement Kenya will provide the building to house the Unit and Italy will supply the equipment and instructional staff.

130. A similar type of agreement with the Federation of Swiss Watch Manufacturers for the establishment of a Watch Repair Training Unit at the Nairobi Industrial Training Centre has been temporarily deferred at the request of the Federation Horlogere Suisse for financial reasons.

131. Finally a very important agreement was signed with the Danish Government in September under which DANIDA will build, equip and staff a complete Industrial Training Centre in Mombasa. It is anticipated that the Mombasa Centre will be opened in July, 1977 and this will complete the initial scheme to have three major Industrial Training Centres in the country at Nairobi, Kisumu and Mombasa.

DIRECTORATE

Staff

132. No progress was made during the whole of the year on the recruitment of Senior Training Officers and the two posts still remained vacant at the end of the year—as did the appointment of the Levy Inspector.

133. The Assistant Director (Technical) was away on a study tour of Europe under an I.L.O. Fellowship from 27th May to 28th September, 1974.

The Industrial Training Council and Committees

134. During the year, the National Industrial Training Council held seven meetings, established the Power and Communication Industries Training Committee and approved the National Industrial Training Scheme for the Training of Technician Apprentices.

135. The scheme for the training of Technician Apprentices was approved only after considerable discussion on two controversial aspects of the scheme—

(a) educational entry qualifications and

(b) period of apprenticeship.

136. It was finally agreed that these would be—

(a) E.A.C.E. with credits in English, Mathematics and a relevant science subject, and

(b) four years.

137. Proposals were made to amend the Industrial Training Act in the light of experience gained in administering it since 1971. It is hoped that the revised Act will be in operation in 1975.

138. The General Engineering and Metal Manufacturing Industry Training Committee was formed early in the year and held four meetings at which the Training Levy Order and a number of training syllabi were approved.

139. The Long Term Planning Committee went into cold storage when their recommendation for the appointment of a firm of Consultants to investigate and report on the long term manpower and training needs in Industry, were rejected. The job is now being undertaken by an I.L.O. Consultant assisted by the Ministry's economists but the inexorable delay in producing the long term plan is very discouraging.

140. The Power and Communication Industry Training Committee met for the first time in September whilst the other Training Committees met as often as required.

141. The Instructor Training Sub-Committee was relatively inactive.

142. Membership of the Training Council and the various Training Committees during the period under review was as follows:—

NATIONAL INDUSTRIAL TRAINING COUNCIL

Hon. F. Kubai—Chairman: January to October, 1974.

Hon. S. T. Kairo—Chairman: November to December, 1974.

Mr. T. M. Bell.

Mr. D. Richmond.

Mr. E. C. Field.

Mr. A. O. Midamba.

Hon. J. D. Akumu, M.P.

Mr. F. E. Omido.

Labour Commissioner.

Deputy Secretary, Ministry of Labour.

Permanent Secretary, Ministry of Education.

Permanent Secretary, Ministry of Finance and Planning.

Permanent Secretary, Directorate of Personnel Management.

Director, Kenyanization of Personnel Bureau.

Principal, Kenya Polytechnic.

Principal, Mombasa Polytechnic.

Chief Mechanical Engineer, East African Railways.

BUILDING AND CIVIL ENGINEERING INDUSTRIES

Mr. D. M. Mutiso—Chairman: January to July.

Mr. A. A. Ngotho—Chairman: August to December.

Mr. E. L. Clarke.

Mr. M. D. Patel.

Mr. D. Richmond.

Mr. John Murugu.

Mr. F. Macharia.

Mr. C. A. Mboya.

Labour Commissioner.

Permanent Secretary, Ministry of Education.

Permanent Secretary, Ministry of Finance and Planning.

Mr. A. R. Tredget.

SUGAR INDUSTRY

- Hon. C. C. Murgor, M.P.—Chairman.
- Mr. G. D. N. Southworth.
- Mr. D. Richmond.
- Mr. I. M. Shah.
- Mr. P. S. Shah.
- Mr. J. W. Amuti.
- Mr. Z. Momanyi.
- Mr. Crispine Odhiambo.
- Permanent Secretary, Ministry of Education.
- Permanent Secretary, Ministry of Finance and Planning.
- Mr. J. B. O. Omondi, Ministry of Labour.

MOTOR ENGINEERING AND TRANSPORT INDUSTRY

- Mr. J. P. Taylor—Chairman: January to April.
- Mr. S. S. Kagumba—Chairman. May to December.
- Mr. W. B. G. Raynor, C.B.E., M.C.
- Mr. E. C. Field.
- Mr. J. S. le Poer Trench.
- Mr. F. E. Omido.
- Mr. G. C. Anyona.
- Mr. Jack-One-Star.
- Permanent Secretary, Ministry of Education.
- Permanent Secretary, Ministry of Finance and Planning.
- Mr. J. G. Thongori, Ministry of Labour.

PRINTING, PUBLISHING, KINDRED AND ALLIED INDUSTRIES

- Mr. S. W. S. Muchilwa—Chairman.
- Mr. F. E. Wilson—Vice-Chairman.
- Mr. J. M. McDougall.
- Mr. H. Anyamba.
- Mr. D. Richmond.
- Mr. C. K. Lubembe.
- Mr. J. O. Agesa.
- Mr. R. W. Mwondi.
- Permanent Secretary, Ministry of Education.
- Mr. J. B. O. Omondi, Ministry of Labour.

GENERAL ENGINEERING AND METAL MANUFACTURING INDUSTRIES

- Mr. K. S. A. Jeneby—Chairman.
- Mr. T. M. Bell—Vice-Chairman.
- Mr. W. H. D. Keymer.
- Mr. J. G. Mutiga.
- Mr. C. A. Mboya.
- Mr. Justus Mulei.
- Mr. Joseph Mwambura.
- Permanent Secretary, Ministry of Education.
- Permanent Secretary, Ministry of Finance and Planning.

POWER AND COMMUNICATIONS INDUSTRIES

- Mr. E. N. Gitonga—Chairman.
- Mr. F. S. Njagi—Vice-Chairman.
- Mr. C. R. S. Aloo.
- Mr. J. M. Ogode.
- Mr. Paul Mbinda.
- Mr. Julius Ngie Malii.
- Miss Emy Siganga.
- Mr. W. N. Gitau.
- Mr. A. K. Kandie.

INSTRUCTOR TRAINING COMMITTEE

Mr. G. I. Wafula—Chairman.
Mr. L. J. Young.
Mr. E. M. Mkayah.
Mr. Ebbe La Cour.
Mr. S. Wamai.
Mr. C. A. Sammons.
Mr. T. E. Harrison.
Mr. E. A. Wangai.
Dr. R. A. Bigsby.

LONG TERM PLANNING COMMITTEE

Mr. J. J. Kisa—Chairman.
Mr. D. Richmond—Vice-Chairman.
Mr. P. J. Muasya-Nziu.
Mr. S. Ndirangu.
Mr. T. B. Harrison.
Mr. Ebbe La Cour.
Mr. S. Odera-Oteng'.
Mr. R. P. Hennequin.

Training Programme Review

143. The Third Review Meeting of the Kenya National Industrial Vocational Training Programme was held in September to review the progress made on the project. In general the resulting report was favourable but again stressed the urgent need for Government to take action on the provision of additional instructors in accordance with the Agreement as well as additional training facilities.

Kisumu Industrial Training Centre Advisory Council

144. The same theme was the basis of the recommendations made by the Advisory Council of the Kisumu Industrial Training Centre which met twice during the year to review the training activities at the Centre.

The Industrial Training Levy

145. Training Levy collections and disbursements for the levied industries stood as follows at the end of the year.

| | <i>KSh.</i> |
|---|---------------------|
| <i>(a) Collections</i> | |
| 1. Building and Civil Engineering Industry | 4,952,039.30 |
| 2. Sugar Industry | 334,242.25 |
| 3. Motor Engineering and Transport Industry | 1,898,044.00 |
| 4. Printing, Publishing, Kindred and Allied Industries | 222,492.55 |
| 5. General Engineering and Metal Manufacturing Industries | 381,206.40 |
| TOTAL | 7,788,024.50 |
| 6. Income from Investments | 105,855.80 |
| COLLECTIONS | <u>7,893,880.30</u> |
| <i>(b) Payments</i> | |
| 1. Building and Civil Engineering Industry | 1,121,844.75 |
| 2. Sugar Industry | 93,683.60 |
| 3. Motor Engineering and Transport Industry | 339,484.60 |
| 4. Other Expenses | 3,270.50 |
| PAYMENTS | <u>1,558,283.45</u> |

146. The problem involved in the collection of the levy remain just as difficult as was noted in last year's report—except that they have been multiplied with the addition of the General Engineering and Metal Manufacturing Industries and the Printing, Publishing, Kindred and Allied Industries into the Training Levy Scheme.

147. Although the post of Levy Inspector was approved, difficulties arose over the qualification requirements for the job and the post still remains vacant. Until the post is filled there is very little we can do to ensure compliance with the scheme and to identify—and take appropriate action against—firms who default.

The Industrial Training Programme

148. The total number of craft apprentices enrolled for training under the Industrial Training Craft Apprenticeship Scheme was 464 compared with 183 the previous year.

149. The total number of apprentices undergoing training during the year was 803 in the following trades:—

| | YEAR | | | | | Totals |
|---------------------------|------|-----|-----|-----|-----|--------|
| | 1st | 2nd | 3rd | 4th | 5th | |
| Mechanical Trades | 146 | 33 | 11 | — | — | 190 |
| Electrical Trades | 60 | 34 | 16 | 13 | — | 123 |
| Automotive Trades | 142 | 58 | 29 | — | 6 | 235 |
| Building Trades | 116 | 43 | 62 | 34 | — | 255 |
| TOTAL | 464 | 168 | 118 | 47 | 6 | 803 |

150. This needs to be compared with the total of 406 undergoing training in 1973 to appreciate the considerable strain which this large and relatively sudden increase imposed on the Training Centre facilities.

151. Fortunately the Kisumu Training Centre came into full operation just at the right time and was able to absorb a lot of additional first year apprentices and the Mombasa Polytechnic also kindly provided assistance by running some first year courses in the Mechanical Trades.

152. A total of 140 Craft Apprentices completed their training and were awarded their Certificate of Apprenticeship. It was decided that all apprentices who passed the Final Proficiency Test and completed their apprenticeship would automatically also receive the Grade I Trade Test Certificate.

153. Of the 116 disputes between apprentices and their employers referred to the Department, 69 were in connexion with Wages and 47 were of a general nature. Most of the wage disputes were satisfactorily settled but 31 of the 47 general disputes resulted in termination of the Contract of Apprenticeship on disciplinary grounds.

154. Approval was given for 11 craft apprentices to change their trade mainly to enable them to obtain alternative employment after their original employer had gone out of business.

155. Work proceeded on the preparation of Training Syllabi in the various trades and 20 syllabi were finally approved by the Training Council on the recommendation of the relevant Training Committees.

156. The Scheme for the training of Technician Apprentices was finally approved by the Training Council after considerable debate and was gazetted in December, 1974. The Scheme will go into full operation in 1975.

157. Progress with the Indentured Learner Scheme was restricted due to the more urgent need to get the Craft Scheme firmly established and for the introduction of the Technician Scheme. There is also the necessity for the provision of more training facilities and staff before we can embark on full-scale introduction of skill improvement courses on which the Indentured Learner Scheme is based.

158. A successful pilot scheme for the training in the evening of craftsmen from the informal sector was undertaken and the response confirmed the need for this type of training course.

THE NAIROBI INDUSTRIAL TRAINING CENTRE

Summary

159. The Centre had a very difficult year to contend with due to four critical and related problems :—

- (i) The continued acute shortage of staff.
- (ii) Insufficient facilities including a shortage of classroom accommodation.
- (iii) The unexpected increase in the number of trainees.
- (iv) The fact that apprentices continued to be recruited throughout the year and additional courses had to be squeezed into the time-table all over the place in order to provide the necessary in-centre training facilities for them.

160. The resulting over-loading and necessary improvisation of facilities taxed the Centre's resources to the limit but, in spite of these problems, the Centre operated with remarkable smoothness and efficiency and the staff are to be congratulated on the results they achieved.

Staff

161. The post of Senior Training Officer (centre) who also acts as Assistant to the Assistant Director (centre) remained vacant throughout the year due to the lack of a suitable applicant.

162. Shortage of instructional staff has been particularly severe in the Electrical and Building Trades.

163. The four Senior Instructors went overseas at different times on I.L.O. Fellowships to study pedagogy and the administration of vocational training institutions.

164. Three Assistant Instructors have been attending technician courses at the Kenya Polytechnic on a sandwich basis which, if successful, will enable them to qualify for promotion to Instructor.

The eight Canadian Instructors continued to provide valuable assistance in instructional duties and, although somewhat frustrated at times due to lack of both equipment and counter-part staff, they have been most co-operative and helpful.

Building and Facilities

165. A section of one of the out-buildings which had previously been used by the building trades was completely renovated and equipped for use as a Refrigeration and Air Conditioning Workshop. Much of the equipment was supplied by the Canadian Government and also by the I.L.O.

166. Work has also progressed on transforming another out-building into an Electronics Laboratory and the Canadian expert in this trade has been engaged on fitting it out with equipment in preparation to start running courses for electronics mechanics and technicians next year. As with the Refrigeration and Air Conditioning Workshop, the work involved in converting the buildings, installing the electric lighting and power supply and making the furniture was carried out by craft apprentices on courses as productive exercises and tests.

167. In order to provide additional capacity in the workshop at short notice to cope with the large influx of apprentices, the building section was extended to enable the size of the masonry classes to be doubled and electric lighting was installed in the automotive section to enable two classes for motor vehicle mechanics to be run over the same period on a double-shift basis. This facility also enabled the Centre to run evening classes.

Training

168. In addition to running the craft courses required for 1st, 2nd, 3rd and 4th year Craft Apprentices in 18 different trades, the Centre also provided practical training courses for Technical Teacher Trainees from the Kenya Polytechnic and Trade Instructors from Village Polytechnics, as well as a number of short duration skill improvement courses.

169. Craft courses were run for the first time for Refrigeration and Air Conditioning Mechanics; a Kenyan instructor was appointed as a counter-part to the Canadian expert and there has been a very good response from industry for this trade.

170. A successful trial evening class for members of the public—principally from the informal sector—was run for four months to provide training in motor vehicle mechanics up to the standard of the Grade III trade test; 27 of the 34 participants obtained their trade test certificate.

171. A summary of the training activities for the Nairobi Centre for the year 1974 is given at Appendix XII.

Trade Testing

172. In order to increase the number of persons tested and reduced the extensive back-log of applications, a study was made of the facilities available in each trade and a call-up pattern was evolved for candidates in each grade aimed at maximum utilization of the facilities throughout the working week.

173. In spite of the loss of some six weeks trade testing due to the Inspectors having to be transferred temporarily onto instructional duties to help out with training courses in the Centre, the number of tests carried out during the year—7,857—was slightly higher than last year's total and the back-log of applications was reduced to a maximum of two months in all trades except Automotive. In fact in some trades, such as Electrical and Woodworking, candidates are called for test as soon as their application is received.

174. Three visits were made to Mombasa and two to Kisumu by the Trade Testing Team to carry out Grade III tests for candidates in those areas and there is no doubt that these safaris are much appreciated by the hundreds of candidates in these areas who would otherwise have to make the journey to Nairobi. Testing in other Centres—particularly in the Building and Dress Making trades—is also carried out when the number of applicants in the area justify it.

175. A problem still exists on the documentation side principally due to shortage of clerical staff, the use of an old fashioned filing system and a general low work-rate in the section. A successful candidate still has to wait some six months before he receives his certificate but little can be done about it without an improvement in the staffing situation and the installation of a modern mechanized record system. A summary of the operation of this section is given at Appendix XIII.

NATIONAL INDUSTRIAL TRAINING CENTRE—KISUMU

Summary

176. The Kisumu Industrial Training Centre became operational in October, 1973 and during the three months of that year ran a number of skill improvement courses. 1974 was therefore the first year of full operation and it played a most effective role in coping with the large recruitment of craft apprentices by taking a big share of the first year craft apprentice courses.

177. The Kisumu Centre was asked to concentrate on trades which were particularly relevant to that part of the country and there is no doubt that this centre has made a most valuable contribution to Industrial Training.

178. It has also provided much needed facilities for trade testing and two visits, each lasting one week, were made during the year by a team of Inspectors from the trade testing centre in Nairobi during which the whole of the workshop facilities were taken over for this purpose. No less than 785 candidates for the Grade III trade test in 14 different trades were processed during these two visits.

Staff

179. At the beginning of the year all the instructional staff were Danish but the first Kenya Assistant Instructor was appointed in February. By the end of the year a Senior Training Officer and seven Assistant Instructors had been recruited and were helping the Project Manager and the three consultants and six Instructors from Denmark to run a comprehensive range of craft and skill improvement courses.

180. There is an urgent need for the Centre to be given a more realistic establishment of Instructors on a counter-part basis to the Danish Instructors.

Building and Facilities

181. A number of small alterations were made to the layout and usage of the workshop and classroom accommodation during the year as improvements became evident, principally in the field of craft apprentice training. The major improvement was the setting up of a diesel pump test room and the installation of a Hartridge Fuel Pump Test Unit.

182. Due to the heavy demand for Hostel accommodation it was decided to install double bunk beds in each room thereby converting all rooms to accommodate four students and increasing the capacity of the hostel to 116 students.

Training

183. In view of the urgent requirement for craft apprentice courses it was decided by the Director of Industrial Training that these courses must be given priority and should be the main activity of the Centre. However, in view of the considerable demand for skill improvement training, the Centre was urged to continue offering this type of course wherever it could be accommodated. Employers in the area have shown particular interest in skill improvement courses in the Electrical, Welding and Woodworking trades.

184. A statistical summary of the training courses run by the Kisumu Centre during 1974 is given at Appendix XIV.

DEVELOPMENT PROJECTS

Nairobi Centre Students' Hostel

185. The Hostel is designed to accommodate 132 students in one and two bedded rooms with full dining, laundry and recreational facilities. Living accommodation is also included for the Hostel Manager and the Caterer. The site has been planned for the construction of another block at a later date should the need arise.

186. The contract was signed in April, 1974 with a scheduled contract period of ten months, but construction has progressed so slowly that completion is unlikely to be before September, 1975.

Nairobi Centre Automotive Training Unit

187. Although this project is principally to house the new automotive training unit which is the subject of the agreement between Italy and Kenya referred to in Section II of this report, the opportunity has been taken to include offices for the Directorate, a Staff Canteen, an Electronics Training Unit and a Watch Repair Training Unit in the plans for the building.

188. By the end of the year, the Architect had completed the design and working drawings and was ready to go out to tender. It is hoped that the contract will be signed by March, 1975 and that the first phase—the Automotive Training Unit—will be completed by the end of 1975.

Mombasa Industrial Training Centre

189. Following the signing of the agreement between Denmark and Kenya for the construction of a new Training Centre at Mombasa referred to earlier in this report, DANIDA appointed a Project Manager and a Project Architect in November and a Planning Committee was formed composed of the DANIDA and Directorate staff concerned with the project.

190. The object of the committee is to ensure the closest possible consultation and co-ordination between the two parties at all times and three meetings of the Committee were held before the end of the year at which much progress was made towards agreement on the general planning and the schedule of accommodation for the new Centre.

Conclusion

191. This has been a most satisfactory year in many respects—particularly in the considerable increase in craft apprenticeships, finalization of the technician apprentice scheme and the birth of the various development projects. Our disappointment lies in the delay in the provision of the necessary staff to go with them and the time it takes to recruit personnel when we do get the posts. However, the fact that the Department has coped with the situation, calls for congratulations to all the staff concerned and an appreciation of the very valuable help given by our Danish and Canadian friends. Our thanks must also be extended to the I.L.O. who have continued willingly to provide expert advice and financial help whenever needed to the best of their resources.

PART III—KENYANIZATION OF PERSONNEL BUREAU

Introduction

192. The year 1974 was fairly smooth for the Kenyanization of Personnel Bureau. The Bureau's staff were able to discharge their responsibilities with a reasonable degree of efficiency, considering the shortage of staff and the limited financial resources made available to the Bureau at a time when its activities were both expanding and becoming more complicated.

193. The Bureau's current responsibilities mainly involve the following lines of activity:—

- (a) The processing of applications submitted by individual employers in respect of non-citizens they wish to employ in their respective enterprises;
- (b) checking on the arrangements being made by employers to recruit and train Kenyans to take over posts held by non-citizens; and
- (c) the registration and placement of job-seekers of whatever category or description.

194. The volume of work undertaken by the Bureau in connexion with processing of entry permits for expatriates continued to be pretty high. This is partly because employers in the private sector still continued to seek renewals of the entry permits of many of the expatriates employed in this sector. At the same time, the country's expanding economy has caused the expansion of existing business enterprises as well as the establishment of new ones. Consequently, the Bureau continues to receive many applications for entry permits, many of which involve high level technical, professional and managerial skills.

195. In order to facilitate rapid processing of applications and to accelerate Kenyanization of staff in the private sector, the inter-ministerial Steering Committee which advises on Kenyanization policy proposed a quota system under which the responsibility for determining priority as to what occupations in the enterprise should be held by expatriates should lie with the employer, who would be required to run down the number of non-citizens over an agreed period during which intensive training for citizens to take over would be undertaken. The proposed system had not been approved by the end of the year. However, the Bureau continued the system of drawing up phase-out programmes in consultation with individual firms, so that both the Bureau and the individual employers could have a better picture of the posts which expatriates should be holding and which ones must be Kenyanized in any given year.

196. Most of the simple jobs previously held by non-citizens were Kenyanized within the first few years following the establishment of the Bureau. Subsequently, the task of finding Kenyans with appropriate qualifications to take over the posts held by expatriates became much more difficult. This is mainly because the country's academic and technical institutions have not yet managed to bridge the gap between the demand and the supply of required high-level and middle-level manpower needed by industry. Furthermore, there are many technical jobs which require apprenticeship and practical training following the attainment of basic technical qualifications, which means that the replacement of non-citizens by Kenyans may take a number of years even if the firms concerned co-operate fully with the Bureau. Under these circumstances, it is no wonder that the pace of Kenyaization has tended to slow down over the years as top-level technical and managerial jobs become the main categories left for the Bureau to deal with.

197. In spite of the difficulties indicated in the preceding paragraph, the Bureau continued to insist that Kenyan understudies must be appointed in respect of each technical, managerial or professional post held by a non-citizen. A number of firms particularly in the construction industry seemed inclined to circumvent the Bureau's objectives by recruiting so-called understudies who did not meet the minimum qualifications which the Bureau considered necessary for successful training on the job within a reasonable period of time. However, many companies were keen to obtain properly qualified understudies, and they were generally willing to seek the Bureau's assistance and advice in recruiting suitably qualified understudies. In many cases where the companies were not so co-operative, the Bureau's technical and investigation sections have been able to ascertain the true staff position of the companies concerned and the Bureau has insisted that the companies in question must take the necessary corrective measures.

198. Since its inception, the Kenyaization of Personnel Bureau has been responsible for the registration and placement of high-level and middle-level manpower. The registration and placement of job-seekers with low-level skills or no skills at all has traditionally been undertaken by the Ministry's Labour Department which was responsible for the administration of labour exchanges scattered all over the country. Early in 1974, a decision was taken that the Ministry's employment services should be provided by a single agency, and the Bureau was chosen to shoulder this responsibility. The Department of Labour subsequently arranged to hand over the running of all labour exchanges to the Bureau, an exercise which was completed late in 1974.

199. Within the short period of time during which the Bureau has been responsible for employment services, it has become evident that the unemployment problem is very serious and yet there are no immediate solutions in sight. The Bureau's records are full of job-seekers, many of whom have been registered over a number of years without any hope of employment. The number of vacancies reported to the Bureau is extremely low, particularly when compared with the number of unemployed job-seekers. Skilled craftsmen and technicians do not however, find it difficult to obtain productive employment in the economy.

200. In general, the Bureau has no major difficulty in placing job-seekers with high-level academic and technical qualifications. The main problem area continues to be the placement of unskilled workers and school leavers who have poor E.A.C.E. results. The chances of placing an E.A.C.E. school leaver with less than Division II are very low. School leavers with ungraded E.A.C.E. certificates and those who have failed the examination completely would be lucky to obtain jobs for which they aspire by reason of their level of education. They may have to compete with other job-seekers who have lower academic qualifications for comparatively unskilled jobs. The situation points to the need for urgent re-orientation of the education system so that at any terminal point, young persons have employable skills or have knowledge upon which to base training in employable skills.

201. The foregoing is a general outline of the Bureau's activities during 1974. The Bureau has a number of sections with specialized functions, an attempt is made below to present in greater detail what each of the sections did during the year.

Permits Section

202. This Section is responsible for processing applications for entry permits by non-citizens who wish to take up employment in Kenya.

203. According to the records kept by the Bureau, there were 5,644 entry permits issued in 1974 as compared with 5,574 which were issued in 1973. These figures may not reflect the true picture as the Department of Immigration may have issued permits copies of which may not have been sent to the Bureau. A considerable number of the entry permits notified to the Bureau were issued by the Department of Immigration without reference to or contrary to the advice of the Bureau. The increase in the number of entry permits recorded between 1973 and 1974 might have shown a decrease if the Bureau's recommendations were sought and given due weight. Statistical details of permits handled in 1974 are shown in Appendix XV.

204. The permits section helps in increasing employment opportunities for Kenyans by identifying jobs held by non-citizens for which there are Kenyan job-seekers with the requisite qualifications for those jobs. In 1974, 571 applications for entry permits were rejected by the Bureau because Kenyans with requisite qualifications or who had the potential for the jobs were available. The section also helped to create more job opportunities for Kenyans by insisting on the recruitment of Kenyan understudies (or trainees) as a condition for issuing entry permits where such an arrangement is practicable.

Investigation Section

205. The role of the investigation section is to obtain information about any aspect of a company's employment situation. The information thus collected facilitates sound decision-making in individual cases where applications for permits to work has been made on behalf of a non-citizen.

206. Some of the investigations carried out by this section in 1974 involved cases of frustration reported to the Bureau by Kenyan employees. The investigation officers also visited individual companies in their efforts to ensure that employers comply with the Government's Kenyanization objectives. The types of problems covered are shown in Appendix XVI.

207. During 1974, the investigation section undertook 120 major assignments. The industrial categories of the firms covered are shown in Appendix XVII. The firms dealt with covered the whole spectrum of economic activities. The most difficult cases handled related to building and engineering trades where difficulties are particularly experienced in getting companies to Kenyanize posts which do not involve advanced professional or technical training. Many of the firms involved are rather small and their work depends on obtaining building contracts. This creates special problems in so far as Kenyanization effort is concerned. Consequently, some well-intentioned firms are genuinely reluctant to engage understudies for training on the job. Some success has, however been achieved in getting such firms to take positive steps regarding Kenyanization of their technical personnel.

Research Section

208. This section was started towards the end of 1973. Its main activity during 1974 was to compile statistics of citizens and non-citizens employed in the private sector between 1967 and 1973. The object of the exercise was to get an overall picture of the progress of Kenyanization from year to year since the enactment of the 1967 Immigration Act, which was introduced to facilitate the Kenyanization process.

209. According to the preliminary statistical figures collected it is apparent that Kenyanization of personnel in the private sector has progressed quite rapidly since 1967. Some of the companies requested to submit returns had not done so by the end of 1974. Once the Research Section completes compiling the figures for 1967 to 1973, it is expected to maintain up-to-date records of progress in Kenyanization on an annual basis.

Manpower Section

210. The Manpower Section is responsible for registration and placement of high-level manpower. In 1974, the section registered 2,158 job-seekers, as compared to 3,374 in 1973. The main reason for this decline would appear to be the exclusion of unemployed people with less than a Third Division certificate from the category considered eligible for clerical and other jobs requiring good performance at E.A.C.E. level.

211. Placement figures have always been rather low, a trend which continued in 1974. Vacancies reported to the Bureau in the category of high-level and middle-level manpower was particularly low in the latter half of 1974. For the year as a whole, the section was able to place 138 Kenyans in contrast to the 209 placements achieved in 1973.

212. In order to ascertain whether the registered job-seekers are still unemployed, the man-power section prepared a questionnaire which was addressed to all the registered job-seekers who had not kept up renewing their registration for employment every three months, as required by the Bureau. On the basis of the response obtained, it was concluded that many of those who had not kept their registration up-to-date were either employed through other channels or not interested in obtaining wage employment.

School Leavers Section

213. The section is responsible for the placement of school leavers, including Form IV and Form VI graduates. The placement exercise started rather late in 1974 due to belated receipt of examination results from the East African Examination Council in Kampala.

214. After the results were received, the first exercise undertaken by the school leavers section was to help in the selection of candidates for admission into various Government sponsored training institutions. Admissions into these institutions were as follows:—

| | | |
|-------------------------------------|---------|--------------|
| Secretarial Course | (Girls) | 254 |
| Medical School | (Girls) | 180 |
| Medical School | (Boys) | 133 |
| Kenya Police | (Girls) | 150 |
| Kenya Police | (Boys) | 210 |
| Agriculture | (Girls) | 60 |
| Agriculture | (Boys) | 353 |
| Total Admission to training courses | | <u>1,340</u> |

215. It is noteworthy that career preference forms did not seem to serve any purpose regarding the placement of school leavers into training. In addition, no employer asked for school leavers to be trained in hotel work, airline occupations and shop assistant-ships.

216. Strathmore College found only fifteen employers who were prepared to sponsor candidates for accountancy. This meant that out of about 400 candidates only 15 to 20 could be accepted due to lack of sponsorship. This situation is quite unsatisfactory bearing in mind the fact that the country is still seriously short of qualified accountants.

217. The school leavers section continued to face a lot of difficulty in placing school leavers who did not manage to get admission into either Form V or into some vocational training institute. Out of a total of 794 such school leavers who had registered with the Bureau only 93 (77 boys and 16 girls) were placed in employment.

218. It was also apparent that most of the well qualified (i.e. those with Divisions I or II at E.A.C.E. level) had an easier chance of getting employment than the school

leavers who did not achieve those levels. The following is a table summarizing the characteristics of the school leavers who registered and remained unplaced at the end of 1974 :—

| | Divison I | II | III | EACE | Failures | HSC | Total |
|---------------|-----------|----|-----|------|----------|-----|-------|
| Boys | 12 | 87 | 282 | 188 | 23 | 36 | 628 |
| Girls | 0 | 8 | 40 | 14 | 7 | 4 | 73 |
| TOTAL .. | 12 | 95 | 322 | 202 | 30 | 40 | 701 |

Technical Section

219. As in previous years, this section continued to register and find jobs for Kenyans with technical qualifications. The section was also involved in following up the training given to technical understudies to ensure that they gain the experience required to enable them to take over without undue delay, the posts currently held by the expatriates they are understudying. The section also assisted the permits section to evaluate technical qualifications possessed by expatriates.

220. During 1974, the Technical Section managed to register and place the following Kenyan Personnel :—

| | Number Registered | Number Placed | Number Unplaced |
|-------------------------------|-------------------|---------------|-----------------|
| Professional Grade Engineers | 15 | 10 | 5 |
| Experienced Technicians .. | 133 | 85 | 48 |
| Technical School Leavers 1973 | 476 | 427 | 49 |
| Experienced Artisans .. | 297 | 208 | 89 |

221. Although many of the school leavers had basic technical education they lacked the practical training and experience needed for fully qualified artisans or technicians. Consequently, some of the technical school leavers were placed in apprenticeship or technician schemes, of the Directorate of Industrial Training. Others obtained sponsorship to the Polytechnics, in Nairobi or Mombasa.

222. The small numbers of professional engineers and experienced technicians unplaced by the Bureau reflects the buoyant market for people with technical skills. In fact, the demand is still far in excess of the output of manpower in these categories from the local institutions. There are still very many technical and professional jobs held by non-citizens. It is, therefore, imperative that training facilities for technical skills should be expanded considerably in the immediate future to facilitate rapid Kenyanization of jobs concerned.

Employment Exchange Section

223. The Employment Exchange Section was launched in November, 1974, following the transfer of responsibility for running labour exchanges from the Ministry's Labour Department to the Kenyanization of Personnel Bureau. The work of this section was geared towards the establishment of new working procedures and lines of communication between the Headquarters staff and the field staff responsible for day-to-day operation of labour exchanges scattered all over the country. The number of field employment stations taken over by the Bureau is twenty-four, two of which are located in Nairobi.

224. Occupational classifications based on the International Standard Classification of Occupations recommended by the International Labour Organization were introduced. An occupation manual was devised which was distributed to all labour exchanges. This was accompanied by the introduction of new registration cards for job-seekers, reflecting the new format in the classification of occupations. It is hoped that the new approach to registration and summary of registration data will bring about a more efficient system of placement of job-seekers and of compilation of reliable statistical summaries concerning the labour market.

225. According to the returns submitted by the employment exchanges, a total of 91,977 job-seekers were registered with the exchanges during the year under review. Out of this total, 60,166 were new registrations, whereas 31,811 were job-seekers carried over from 1973. On the whole, there was an increase of 10,801 job-seekers, over the total number registered with the labour exchanges in 1973. A break-down of registration and placement of job-seekers by skill categories is given in the table presented herebelow :—

REGISTRATION, VACANCIES AND PLACINGS BY OCCUPATION IN 1974

| Occupation | Registration | Vacancies | Placings | Unplaced Applicants | Unfilled Vacancies |
|--|--------------|-----------|----------|---------------------|--------------------|
| A. Technical and Professional .. | 108 | 42 | 21 | 87 | 21 |
| B. Managerial Administrative .. | 7 | 1 | 1 | 6 | — |
| C. Clerical | 5,836 | 537 | 422 | 5,414 | 115 |
| D. Sales | 617 | 130 | 87 | 530 | 43 |
| E. Services | 8,358 | 2,126 | 1,824 | 6,534 | 302 |
| F. Agriculture/Forestry | 5,644 | 10,835 | 1,406 | 4,238 | 9,429 |
| G. Crafts, Production and Transport .. | 6,033 | 2,296 | 1,548 | 4,485 | 748 |
| H. Unskilled | 65,374 | 31,140 | 13,152 | 52,222 | 17,988 |
| TOTAL | 91,977 | 47,107 | 18,461 | 73,516 | 28,646 |

226. Out of the 91,977 job applicants registered in 1974, only 18,461 (or 20 per cent of the total) were found jobs through the employment exchanges. The number of placings would appear to be too low not only in comparison with the total number of job applicants but also when seen against the fact that 47,107 vacancies were reported to the labour exchanges.

227. There is no doubt that the number of placements achieved by the labour exchanges can be improved if the quality of staff and working procedures used by the exchanges improved. The Bureau is already taking action to deal with this aspect of the problem. Nevertheless, it should be noted that the Bureau can place more people if employers were to make more use of the services provided through the labour exchanges than is the case at the present time. In addition, it should be observed that some vacancies remained unfilled because they called for skills which are still in short supply in the country or because the conditions of work offered by the potential employers were too poor to attract a sufficient number of job-seekers in the relevant job-categories. The latter situation seems to account for the fact that there were 31,140 vacancies for unskilled workers as compared to 13,152 placings. Most of the unfilled vacancies for unskilled workers were in agricultural plantations for coffee, tea and sisal. The opportunities offered in this field did not attract an adequate number of job-seekers.

Provincial Permits Offices

228. The Kenyanization of Personnel Bureau maintains Provincial Permits offices in Mombasa and Kisumu. These offices were primarily established to assist the Bureau's head office in Nairobi to obtain on-the-spot information required to facilitate sound decision-making on applications for entry permits lodged by firms located in the areas covered by these two offices. Many cases referred to the Provincial Offices were investigated and the results reported to the Headquarters in Nairobi.

229. One important aspect of the Bureau's involvement in the processing of applications for entry permits is to facilitate the training of Kenyans. The Provincial Offices contributed significantly to this activity because of their proximity to some of the important firms which utilize many foreign technical personnel. The offices helped to ensure that in all cases where circumstances so warranted Kenyans were recruited as understudies as a

condition for the issuance of entry permits to foreign technicians. Similarly, the permits offices checked to ensure that only Kenyans with the requisite academic and technical background were appointed as understudies to expatriates issued with entry permits.

230. The provincial offices undertook the responsibility of registering and placing high-level and middle-level manpower in the areas under their jurisdiction. In keeping with the expanding role of the Bureau in the employment field, the two provincial offices also assumed the responsibility of supervising labour exchanges situated within their respective areas of operation. In discharging their duties in the employment field, the provincial officers reported the same difficulties with regard to finding adequate job-opportunities as have been mentioned earlier on in this report. The situation was more critical in Kisumu than in Mombasa, owing mainly to the disparity in industrial development existing between the regions surrounding the two offices.

231. In the Mombasa area, registration of high-level and middle-level job-seekers fell from 600 in 1973 to 573 in 1974. The number of job-seekers placed rose from 79 in 1973 to 96 in 1974. In the Kisumu area, the trend seems to have been considerably worse. The total number of job-seekers registered dropped from 385 in 1973 to 114 in 1974. It is not very clear why this happened in Kisumu. However, it would appear that there was a general feeling by job-seekers that the Kisumu region did not offer enough job opportunities. As a result, many potential registrants preferred to travel to Nairobi or Mombasa to look for jobs instead of waiting to find jobs through the Provincial Permits Office in Kisumu. The employment trend regarding the job categories dealt with by labour exchanges has already been covered under the Employment Exchanges Section. The situation relating to the Kisumu and Mombasa regions is adequately reflected in that presentation.

General Administration

232. In 1974, the Bureau found itself faced with increasing responsibilities without a corresponding increase in staff. The main source of trouble was the need for the Bureau to assign some of its existing members of staff to deal with labour exchanges. Nearly all the personnel transferred to the Bureau from the Labour Department were poorly qualified clerical officers, which tended to put an additional strain on the Bureau's administrative resources.

233. Although the problem of inadequate finance is perennial, shortage of funds was very keenly felt in 1974. As a result of increasing costs, the Bureau found that the funds allocated to many of the expenditure items were depleted long before the end of the 1973/74 financial year. Very minor adjustments were made in the 1974/75 allocation. With the continuing inflationary trend, it was already apparent by the end of 1974 that the shortage of funds experienced in 1973/74 was likely to deteriorate during the 1974/75 financial year. Some of the items which were most seriously affected included office stationery, postage and telephone, maintenance of motor vehicles, and travelling and accommodation.

234. Regarding the deployment of personnel, a number of changes took place during the year. Mr. J. Waiboci completed his first full year as Director of the Bureau. The Assistant Director, Mr. P. J. Kimwele, resigned his office at the end of June, in order to stand for parliamentary seat. His place was taken over by Mr. F. M. Mwiha who joined the Bureau in August. Mr. J. H. Kiragu took over as Provincial Permits Officer, Kisumu, from Mr. J. K. Kasimbi who had been acting in the post since November, 1971. Mr. Kasimbi returned to the Headquarters to continue with his substantive duties as a Permits Officer. Mr. J. Z. Onduko who was head of the Investigation Section was recalled by the Immigration Department. Mr. Mutura Kabubia took over in October, 1974, as acting head of the Investigation Section. In November, 1974, Mrs. T. M. Muraya was posted back to the Bureau from the Ministry's Employment Promotion Division. She assumed the headship of the Manpower Section, thereby making it possible for Mr. G. H. J. Onyango to take up the responsibility of establishing the Bureau's Employment Exchange Section.

PART IV—NATIONAL SOCIAL SECURITY FUND

Introduction

235. The year 1974 was one of great activity for the Fund. Teams of the Fund's staff were sent out to the Provinces during the year to reconcile employer's records and assist the Field Inspectorate in clearing of employers and employees queries and other outstanding matters. Efforts in this direction have been intensified and it is confidently expected that most employers will receive their employees statements in the coming year.

236. The Fund successfully hosted the Fifth African Regional Conference of the International Social Security Association, which was held at the Kenyatta Conference Centre, Nairobi, from 6th-14th December, 1974, in which about 100 delegates from Independent African Countries, and observers from both local and International Social Welfare organizations, took part.

ADMINISTRATION

Review of Objectives

237. The objectives of the Fund which were set in 1973 included the issue of contributions cards (dockets) to employers by 15th February, commencement of the issue of annual statements to contributors from 1st March, preparation of Annual Accounts and their submission by 30th March, completion of planning for women registration by 30th April; publication of Legal Notice requiring registration of women in May, and completion of arrangements for commencement of contributions from employers of 1-4 employees including Legal Notice setting commencement date at the beginning of the following year.

238. Performance of the Fund towards the achievement of targets is reported in the following paragraphs.

Management of Contributions Cards (Dockets)

239. By the end of February, most employers had received the contributions cards for 1973 but complaints were received from employers that cases of duplicated cards were common. The error was discovered at the computer centre. The pace at which previous years cards were returned was very slow. This affected the progress time-table in that the Fund remained at the mercy of some firms to return the cards.

Statements of Account

240. As it was mentioned in the Annual Report for 1973, statements for the period 1966-1970 could not be issued owing to the fact that the period covered a different accounting system which could not intermarry easily with the system operational from 1971 onwards, under which statements are issued by employers at the end of each year. This position altered substantially in 1974 when considerable headway was made in reconciling employers' records with those of the Fund as well as clearing suspense and correcting errors arising from the system. As a result, 99,376 statements were issued during the year, bringing the total so far issued to 259,330. This reflected improvement in performance.

Fund Annual Accounts

241. The accounts for the Financial year, 1973 were prepared and submitted for audit in the required time.

Women Registration

242. The year was spent in collecting statistics estimating the cost of operation and the acquisition of the necessary equipment. At the end of the year, everything had been done in preparation for the commencement of registration of women at the beginning of the new year.

Commencement of Contribution of Employers of 1-4 employees

243. No progress was made. Problems came to light which had to be solved before this group of employers could be asked to start making contributions.

REGISTRATION

Workers

244. Forty-four thousand one hundred seventy-four applications for registration were received during the year, and 13,421 of this number were channelled through Fund field offices, indicating public awareness of the existence of these offices. At the same time, 51,225 applications were processed but 24,620 were discovered to be Fund members already, while 2,063 wanted duplicate cards.

Employers

245. Registration of employers was almost wholly confined to new businesses and those changing hands. 780 new employers were added to the list during the year, thus bringing the number so far registered to 23,288.

246. Registration of both members and employers during the year has been as follows :—

| REGISTRATION (COMMULATIVE GROWTH) | | | | | |
|-----------------------------------|------|----|----|---------|-----------|
| | Year | | | Members | Employers |
| 1966 | .. | .. | .. | 252,107 | 3,564 |
| 1967 | .. | .. | .. | 379,582 | 17,918 |
| 1968 | .. | .. | .. | 473,570 | 19,376 |
| 1969 | .. | .. | .. | 531,259 | 20,732 |
| 1970 | .. | .. | .. | 590,730 | 21,158 |
| 1971 | .. | .. | .. | 645,887 | 21,565 |
| 1972 | .. | .. | .. | 705,500 | 21,936 |
| 1973 | .. | .. | .. | 738,750 | 22,508 |
| 1974 | .. | .. | .. | 765,355 | 23,288 |

NATIONAL REGISTRATION

(Cap. 107 Laws of Kenya)

247. The year 1974 saw the highest number ever of applications received since registration started in Kenya in November, 1919. The number received was 213,262 registration applications of all types. At the same time, 278,435 applications were processed, as a result of which the year-end backlog fell from a record 147,735 in 1973 to 79,867 in 1974.

248. A sum of Sh. 94,527.20 was realized from sale of identity cards at Social Security House alone.

FINANCE

Contributions

249. Contributions received during the year totalled £9,833,731-08-55 which was £1,101,984-01-70 better than 1973. Only in February and July were receipts lower than in the corresponding periods in 1973. The monthly breakdown was as follows in 1974 :—

| | | | | K£ s. cts. | | |
|-----------|----|----|----|------------|----|----|
| January | .. | .. | .. | 896,999 | 18 | 20 |
| February | .. | .. | .. | 642,916 | 14 | 80 |
| March | .. | .. | .. | 908,750 | 11 | 25 |
| April | .. | .. | .. | 759,014 | 12 | 40 |
| May | .. | .. | .. | 859,511 | 04 | 25 |
| June | .. | .. | .. | 747,949 | 11 | 35 |
| July | .. | .. | .. | 802,122 | 01 | 40 |
| August | .. | .. | .. | 847,293 | 07 | 45 |
| September | .. | .. | .. | 760,103 | 02 | 20 |
| October | .. | .. | .. | 785,454 | 03 | 65 |
| November | .. | .. | .. | 935,712 | 10 | 85 |
| December | .. | .. | .. | 887,903 | 10 | 75 |
| TOTAL | .. | .. | .. | 9,833,731 | 08 | 55 |

In addition, bad cheques amounted to £21,861-01-90.

Investments

250. A total sum of £7,754,174-06-00 was invested during the year. This brought the total sum so far invested to £55,096,502-17-70. Investment Income received amounted to £3,604,605-15-65. Compared to 1975 (at £2,499,601-00-00) this was better by £1,105,004.

Other Income Received

251. A total sum of £185,173-16-60 was received from—

| | K£ | s. | cts. |
|---|---------|----|------|
| Penalties | 38,442 | 06 | 85 |
| Sale of duplicate Membership Cards .. | 477 | 07 | 50 |
| Bank Interest | 57,155 | 05 | 75 |
| Interest on Short Term deposits | 89,089 | 00 | 80 |
| Commission on country cheques not deducted by banks | 9 | 15 | 70 |
| TOTAL | 185,173 | 16 | 60 |

Benefit Payments

252. The administration of benefits payments was vastly improved in 1974 through better supervision and control over processing of claims, and greater co-operation from, and liaison with the Fund's field offices. Despite this, however, many benefits cheques were returned unclaimed largely due to changes in address, or through use of addresses where the claimants are not known. Consequently, a sum of £10,103-15-10 remained unclaimed made up of—

| | K£ | s. | cts. |
|----------------------------|-------|----|------|
| Age Benefit | 2,579 | 15 | 50 |
| Survivor Benefit | 2,126 | 11 | 75 |
| Withdrawal Benefit | 2,802 | 02 | 05 |
| Emigration Grant | 2,595 | 05 | 80 |

253. The following schedule shows the claims settled during the year :—

| Type of Benefit | Number of Claims Received | Number of Claims Settled | Amount | | |
|--------------------------|---------------------------|--------------------------|-----------|----|------|
| | | | K£ | s. | cts. |
| Age | 2,756 | 2,828 | 289,801 | 15 | 70 |
| Survivors | 1,175 | 1,005 | 112,742 | 04 | 20 |
| Invalidity | 276 | 249 | 39,941 | 04 | 30 |
| Withdrawal | 1,865 | 1,680 | 145,153 | 00 | 80 |
| Emigration Grant | 2,121 | 2,333 | 521,284 | 17 | 80 |
| TOTAL | 8,193 | 8,095 | 1,108,923 | 02 | 80 |

It can thus be seen from the above schedule that although applications for Emigration Grant constituted just over a quarter of the number settled, the amount paid was more than 50 per cent of the total payment for the year. This fact is attributable to the high salaries earned by foreigners.

Mortality Records

254. The above schedule of benefits payments shows that 1,005 claims were paid in respect of survivor benefits. The analysis of the causes of death and the numbers according to Geographical regions shows the following :—

Mortality Records

| Age | Natural Causes | Death from Accidents | Total Age Group |
|----------------------|----------------|----------------------|-----------------|
| 16-20.. .. . | 1 | — | 1 |
| 21-25.. .. . | 7 | 9 | 16 |
| 26-30.. .. . | 33 | 46 | 79 |
| 31-35.. .. . | 68 | 62 | 130 |
| 36-40.. .. . | 63 | 66 | 129 |
| 41-45.. .. . | 106 | 45 | 151 |
| 46-50.. .. . | 138 | 32 | 170 |
| 51-55.. .. . | 129 | 22 | 151 |
| 56-60.. .. . | 81 | 16 | 97 |
| Over 60 | 77 | 4 | 81 |
| TOTAL | 703 | 302 | 1,005 |

255. Regional Record of Deaths

| Province of Employment | Natural Causes | Death from Accidents | Total Province |
|------------------------|----------------|----------------------|----------------|
| Nairobi | 287 | 141 | 428 |
| Rift Valley | 94 | 43 | 137 |
| Nyanza | 72 | 18 | 90 |
| Central | 116 | 55 | 171 |
| Western | 15 | 12 | 27 |
| Eastern | 23 | 6 | 29 |
| North Eastern | 6 | 3 | 9 |
| Coast | 90 | 24 | 114 |
| TOTAL | 703 | 302 | 1,005 |

Members Age Distribution

256. An analysis made on members age distributions gave the following figures for each age group :—

| Age | Members | Age | Members |
|------------------|---------|-----------------|---------|
| Under 16 | 12 | 44 | 15,729 |
| 16 | 1 | 45 | 14,120 |
| 17 | 10 | 46 | 14,881 |
| 18 | 45 | 47 | 11,862 |
| 19 | 168 | 48 | 11,784 |
| 20 | 968 | 49 | 11,542 |
| 21 | 2,391 | 50 | 10,889 |
| 22 | 7,329 | 51 | 10,564 |
| 23 | 12,898 | 52 | 9,721 |
| 24 | 22,654 | 53 | 8,551 |
| 25 | 17,243 | 54 | 7,778 |
| 26 | 29,671 | 55 | 7,228 |
| 27 | 36,506 | 56 | 7,142 |
| 28 | 42,928 | 57 | 5,977 |
| 29 | 38,317 | 58 | 5,442 |
| 30 | 38,204 | 59 | 5,102 |
| 31 | 42,809 | 60 | 5,012 |
| 32 | 27,013 | 61 | 4,761 |
| 33 | 24,950 | 62 | 4,856 |
| 34 | 23,313 | 63 | 4,303 |
| 35 | 21,766 | 64 | 3,916 |
| 36 | 23,071 | 65 | 3,795 |
| 37 | 22,788 | 66 | 3,608 |
| 38 | 21,069 | 67 | 2,777 |
| 39 | 21,069 | 68 | 2,545 |
| 40 | 19,387 | 69 | 2,169 |
| 41 | 18,795 | 70 | 1,846 |
| 42 | 18,059 | Over 70 | 15,604 |
| 43 | 15,875 | Unknown | 529 |

Advisory and Consultative Meetings

257. Both the Advisory Council and Investment Committee met during the year. No consultative meeting of Senior Officials of the four Funds of Kenya, Zambia, Uganda and Tanzania, however was held during the year.

PART V—NATIONAL YOUTH SERVICE

Introduction

258. The Service continued on its successful policy of training young people for responsible citizenship and of carrying out projects under Kenya's Development Plan. Despite inflation, most of the intended works were fulfilled and of course, not without overspending. The Service has remained extremely popular to the Public and the Service recruitment attracted enormous number of young men and women. Morale of both staff, Servicemen and Servicewomen remained high.

Statistics

259. Since the inception of the Service, the total enrolment at the close of the year was 20,951 of whom about 10 per cent were women. But the average number in post during the year was 3,621. In all, the average strength of staff and volunteers through 1974 was as follows:—

| | |
|---|--------------|
| Uniformed Officers | 101 |
| Civilian Staff | 321 |
| Expatriate Experts and Volunteers | 55 |
| Servicemen | 3,311 |
| Servicewomen | 310 |
| TOTAL | 4,098 |

260. With the current inflation, the employment opportunity for our men and women has also been hit. Employment in the Private Sector has shown a steady decline since 1972 while the employment in the Civil Service has been nearly constant but a very poor and discouraging figure. Recruitment into the Armed Forces showed a boom compared to the last two years. The employment table below gives the figures since 1972:—

| | 1972 | | 1973 | | 1974 | |
|----------------------------|------------|-----------|------------|-----------|------------|-----------|
| | Men | Women | Men | Women | Men | Women |
| Civil Service | 42 | 5 | 62 | 10 | 62 | 11 |
| Uniformed Services | 90 | 4 | 88 | 23 | 358 | 7 |
| Private Sector | 361 | 26 | 318 | 27 | 276 | 29 |
| TOTAL | 493 | 35 | 468 | 60 | 696 | 47 |

261. Training programmes were carried out successfully both at the formal vocational training centre and on-the-job training facilities at the various workshops in the Units. Very encouraging results were achieved during the year as shown below:—

| Skills | Passed Grade II | Passed Grade III | Under Training |
|-----------------------------------|-----------------|------------------|----------------|
| Motor Mechanics | 31 | 83 | 141 |
| Plant Mechanics | — | 37 | 25 |
| Fitters and Turners | 1 | 52 | 23 |
| Electricians | 4 | 36 | 33 |
| Carpenters | 4 | 50 | 45 |
| Masons | 10 | 70 | 78 |
| Tailor/Dressmakers | 14 | 8 | 14 |
| Drivers | — | 135 | 45 |
| Welders | — | 2 | 16 |
| Panel Beater | 1 | 3 | 9 |
| Spray Painters | — | 5 | 4 |
| Motor Vehicle Electrician | 1 | — | 8 |
| Storemen | — | — | — |

Work Projects, Education and Training

262. During the year, these activities were carried out satisfactorily in the respective units as follows:—

- (i) *Nairobi Holding Unit*.—This holding unit served the Service's Headquarters, Central Stores and Central Workshop. The Unit accommodated the trainees at the advanced course in Motor Mechanics and Secretarial School for our Servicewomen. This Unit has now assumed the roll of both *Holding* and *Training*.
- (ii) *Gilgil Training Unit*.—During the year, the Unit carried out five distinct activities:—
 - (a) Basic training for 875 recruits was successfully completed while 860 recruits were undergoing their basic course at the close of the year.
 - (b) Three Education sessions of four months each were completed in the months of April, August and December. During the close of sessions, selections for Vocational courses were made.
 - (c) Dressmaking and Tailoring course where Servicewomen were trained as dress-makers and Tailors. During the course of training, a lot of Service uniforms were manufactured, thus saving Sh. 26,325 in the six months from July to December, 1974.
 - (d) The farming activity at Tumaini Harambee Farm included 57 head of cattle, a flock of 57 sheep and the cultivation of wheat, barley, pyrethrum and a variety of vegetables.
 - (e) The settlement Roads from a Sub-Unit and the works fall under phases I and II. The road construction went on very well with little or no complaints from the Resident Engineer.
- (iii) *Yatta Field Unit*:—
 - (a) The main Unit is at Yatta where the Service has 10,000 acres. This land is far from being fully utilized. The livestock consist of 258 head of boran cattle, 308 sheep and 141 goats. Mulberry trees for feeding silk-worms were multiplied during the year to 20,000 trees with 25,000 cuttings in the nursery beds. Other crops included maize, tobacco and a variety of vegetables.
 - (b) The Road Construction on Kitui-Garissa road forms a Sub-unit of Yatta. This Sub-unit carried out its roll of road construction. The main work is now around Mwingi Town.
- (iv) *Mombasa Vocational Training Unit*.—This is the major vocational training unit. During the year, 352 servicemen were selected to join various skill training courses in this unit whereas a nearly same number completed such courses.
- (v) *Turbo Field Unit*.—It is a farming unit and the granary of the Service. Different types of vegetables were also grown for the Unit's kitchen.
- (vi) *Naivasha Women's Training Unit*.—This women's Unit is stationed on a 100 acres of slopy land. It is a model of mixed farming with 17 head of cattle and 196 chicken for eggs. Vegetables grew very well and more-than-fed their kitchen.
- (vii) *Bura Irrigation Construction*.—This camp was established in the year to construct an airstrip and to erect houses for occupation by National Irrigation Board staff. Our aim was to secure a foothold in Bura with the ambition that we shall be entrusted with a major role in the proposed Tana River Irrigation Settlement Scheme when it eventually starts.

Ceremonial and Public Duties

263. During the year, the Service carried out several important Public and Ceremonial duties :—

The Agricultural Society of Kenya shows in Nairobi and at Provincial levels including some District Agricultural Shows, and the Service earned a big credit in their ushering and crowd control duties.

During the Republic's ceremonial occasions through the year, the Service performed its special duties in ushering and the crowd control; again, with very good reports.

Conclusion

264. Despite inflation, the Service's standard of discipline and morale remained very high.

LABOUR INSPECTIONS—1974

| STATION | JAN | | FEB. | | MARCH | | APRIL | | MAY | | JUNE | | JULY | | AUG. | | SEPT. | | OCT. | | NOV. | | DEC. | | TOTAL | | |
|---------------------------|-----|----|------|----|-------|----|-------|----|-----|----|------|----|------|----|------|----|-------|----|------|----|------|----|------|----|-------|---------|---|
| | F. | P. | F. | P. | F. | P. | F. | P. | F. | P. | F. | P. | F. | P. | F. | P. | F. | P. | F. | P. | F. | P. | F. | P. | FULL | PARTIAL | |
| Nairobi | 16 | — | 12 | — | 12 | — | 2 | — | 6 | — | 2 | — | 1 | — | — | — | — | — | — | 5 | — | 1 | — | — | — | 52 | — |
| Nairobi (Industrial Area) | 6 | — | 8 | — | 7 | — | 12 | — | 1 | — | 4 | — | 9 | — | — | — | — | — | — | 5 | — | — | — | — | 53 | — | |
| Kiambu | 3 | — | 8 | — | — | — | 10 | — | 4 | — | — | — | 1 | — | — | — | — | — | — | — | — | 2 | — | — | 26 | — | |
| Machakos | — | — | — | — | 1 | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | 6 | — | |
| Kitui | — | — | — | — | — | — | — | — | — | — | 3 | — | — | — | — | — | — | — | — | — | — | — | — | — | 3 | — | |
| Nyeri | 4 | 1 | 2 | — | 7 | 1 | — | — | 6 | — | 3 | — | — | — | — | — | — | — | — | — | — | — | — | — | 3 | — | |
| Thika | 1 | — | 1 | — | — | — | — | — | 1 | — | 3 | — | — | — | — | — | — | — | — | 2 | 1 | 3 | 1 | — | — | 7 | — |
| Nanyuki | — | — | 4 | 1 | 8 | — | 2 | — | 1 | — | 4 | — | 9 | — | 5 | 3 | 4 | 2 | 9 | 3 | — | — | 12 | — | 15 | 1 | |
| Embu | — | — | 1 | — | — | — | — | — | 1 | — | — | — | 1 | — | 2 | 1 | — | — | — | — | — | — | 1 | — | 49 | 9 | |
| Meru | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | 4 | — | |
| Nakuru | 2 | — | — | — | — | — | — | — | 2 | — | — | — | — | — | — | — | — | — | — | — | — | 2 | — | — | 2 | — | |
| T. Falls (Nyahururu) | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | 14 | — | |
| Molo | 7 | — | 5 | — | 3 | — | 3 | — | 7 | — | 1 | — | 5 | — | 3 | — | — | — | — | 5 | — | — | — | — | 34 | — | |
| Kitale | — | — | 9 | — | 1 | — | 3 | — | — | — | — | — | 7 | — | 2 | 2 | — | — | — | 2 | — | — | — | — | 36 | — | |
| Eldoret | — | — | — | — | 3 | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | 13 | — | |
| Naivasha | 1 | — | 5 | — | 3 | — | — | — | — | — | — | — | 2 | 1 | — | — | — | — | — | — | — | — | — | — | 13 | — | |
| Kisumu | — | — | 2 | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | 6 | — | |
| Kericho | 2 | — | 8 | — | 5 | — | — | — | — | — | — | — | 3 | — | — | — | — | — | — | — | — | — | — | — | 50 | — | |
| Nandi Hills | 4 | — | 3 | — | 1 | — | 1 | — | 3 | — | 4 | 1 | — | — | — | — | — | — | — | — | — | — | — | — | 15 | — | |
| Kisii | — | — | — | — | 2 | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | 11 | — | |
| Homa Bay | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | 7 | — | |
| Kakamega | 2 | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | 9 | — | |
| Bungoma | 9 | — | 2 | — | 5 | — | 1 | — | — | — | 2 | — | 1 | — | — | — | — | — | — | — | — | — | — | — | 28 | — | |
| Mombasa | 2 | — | 2 | — | 1 | — | 1 | — | 1 | — | 7 | — | — | — | — | — | — | — | — | — | — | — | — | — | 16 | — | |
| Malindi | — | — | 4 | 1 | 8 | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | 28 | — | |
| Malindi | — | — | 4 | — | — | — | 1 | — | — | — | — | — | 1 | — | — | — | — | — | — | — | — | — | — | — | 10 | — | |
| TOTAL ALL STATIONS | 59 | 1 | 81 | 3 | 67 | 1 | 36 | — | 32 | — | 36 | 1 | 42 | 1 | 36 | 9 | 73 | 12 | 46 | 10 | 28 | 1 | 17 | — | 553 | 39 | |
| TOTALS BY PROVINCES: | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Nairobi | 25 | — | 28 | — | 20 | — | 24 | — | 11 | — | 9 | — | 11 | — | 3 | — | 1 | — | 5 | — | 3 | — | — | — | 140 | — | |
| Central | 5 | 1 | 8 | 2 | 15 | 1 | 2 | — | 7 | — | 7 | — | 10 | — | 22 | 6 | 15 | 7 | 11 | 4 | 7 | 1 | 13 | — | 123 | 22 | |
| Rift Valley | 10 | — | 21 | — | 10 | — | 6 | — | 9 | — | 1 | — | 15 | 1 | 8 | 2 | 17 | — | 11 | — | 8 | — | — | — | 116 | 3 | |
| Coast | — | — | 8 | 1 | 8 | — | 1 | — | — | — | — | — | 1 | — | — | — | 11 | 3 | 8 | 6 | — | — | — | — | 38 | 10 | |
| Nyanza | 19 | — | 16 | — | 4 | — | 3 | — | 4 | — | 19 | 1 | 5 | — | 3 | 1 | 29 | 2 | 11 | — | 10 | — | 3 | — | 136 | 4 | |
| TOTALS ALL PROVINCES | 59 | 1 | 81 | 3 | 67 | 1 | 36 | — | 32 | — | 36 | 1 | 42 | 1 | 36 | 9 | 73 | 12 | 46 | 10 | 28 | 1 | 17 | — | 553 | 39 | |

F=FULL
P=PARTIAL

LIST OF CASES REGISTERED IN 1974 BY THE INDUSTRIAL COURT

| <i>Cause</i> | <i>Date of Registration</i> | <i>Parties</i> |
|--------------|-----------------------------|---|
| 1/74 | 21st January | Security Guard Services. Kenya Union of Commercial, Food and Allied Workers. |
| 2/74 | 21st January | The Security Express Guard Ltd. Kenya Union of Commercial, Food and Allied Workers. |
| 3/74 | 21st January | Simba Security Ltd. Kenya Union of Commercial, Food and Allied Workers. |
| 4/74 | 21st January | Karen and Langata Guard Ltd. Kenya Union of Commercial, Food and Allied Workers. |
| 5/74 | 21st January | Securicor Kenya Ltd. Kenya Union of Commercial, Food and Allied Workers. |
| 6/74 | 21st January | Night Watchmen Services. Kenya Union of Commercial, Food and Allied Workers. |
| 7/74 | 22nd January | Kenya Petroleum Oil Workers Union. Oil Industry. |
| 8/74 | 1st February | R. B. Shaw Limited. Kenya Motor Engineering and Allied Workers' Union. |
| 9/74 | 4th February | Doshi and Company Ltd. Kenya Union of Commercial, Food and Allied Workers. |
| 10/74 | 15th February | Kenya Electrical Trades Workers' Union. Hartley Electromotives (E.A.) Ltd. |
| 11/74 | 15th February | Kenya Motor Engineering and Allied Workers' Union. White-Line Tyre Retreaders. |
| 12/74 | 19th February | Fox Theatres (E.A.) Ltd. Kenya Union of Commercial, Food and Allied Workers. |
| 13/74 | 19th February | Old East African Trading Co. Ltd. Kenya Management Staff Association. |
| 14/74 | 1st March | Twentieth Century Fox Organisation (E.A.). Kenya Union of Commercial, Food and Allied Workers. |
| 15/74 | 1st March | Unga Limited. Kenya Union of Commercial, Food and Allied Workers. |
| 16/74 | 12th March | East African Packaging Industries Ltd. Printing and Kindred Trades Workers' Union. |
| 17/74 | 14th March | Eldoret Municipal Council. Kenya Local Government Workers' Union. |
| 18/74 | 28th March | British American Insurance Co. Ltd. Kenya Union of Commercial, Food and Allied Workers. |
| 19/74 | 8th April | Brollo Kenya Limited. Kenya Engineering Workers' Union. |
| 20/74 | 9th April | E.A. Cargo Handling Services Ltd. Mombasa Dock Workers' Union. |
| 21/74 | 16th May | City Council of Nairobi. Kenya Local Government Workers' Union. |
| 22/74 | 22nd May | Nyeri County Council. Kenya Local Government Workers' Union. |
| 23/74 | 23rd May | Nairobi Petrol Station Association. Transport and Allied Workers' Union. |
| 24/74 | 24th May | Nairobi Hospital. Domestic and Hotel Workers' Union. |
| 25/74 | 24th May | Ginza Motors. Kenya Motor Engineering and Allied Workers' Union. |
| 26/74 | 29th May | Bulleys Tanneries Ltd. Kenya Management Staff Association. |
| 27/74 | 19th June | Uganda Electricals (K) Limited. Kenya Electrical Trades Workers' Union. |
| 28/74 | 19th June | Pan Foods (1968) Limited. Kenya Union of Commercial, Food and Allied Workers. |
| 29/74 | 21st June | E.A. Standard and Nation (Newspapers). Kenya Union of Journalists. |
| 30/74 | 26th June | Association of Local Government Employers. Kenya Local Government Workers' Union. |
| 31/74 | 4th July | D. A. Patel and Co. Ltd. Kenya Chemical Workers' Union. |
| 32/74 | 4th July | Kenya Clearing Company Limited. Kenya Union of Commercial, Food and Allied Workers. |
| 33/74 | 4th July | Firestone E.A. (1969) Limited. Kenya Motor Engineering and Allied Workers' Union. |
| 34/74 | 4th July | Boards of Airlines Representatives. Transport and Allied Workers Union. |
| 35/74 | 10th July | Motor Trades and Allied Industries. Employers Association (Hughes Ltd.). Kenya Motor Engineering and Allied Workers' Union. |

LIST OF CASES REGISTERED IN 1974—(Contd.)

| <i>Cause</i> | <i>Date of Registration</i> | <i>Parties</i> |
|----------------------------|-----------------------------|--|
| 36/74 | 10th July | Kenya Breweries Limited. |
| 37/74 | 16th July | Kenya Union of Commercial, Food and Allied Workers. Mineral Mining Corporation (1965) Ltd. |
| 38/74 | 16th July | Kenya Quarry and Mine Workers' Union. Mineral Mining Corporation (1965) Ltd. |
| 39/74 | 18th July | Kenya Quarry and Mine Workers' Union. Air Kenya Limited. |
| 40/74 | 24th July | Transport and Allied Workers' Union. Esso Standard (Kenya) Ltd. |
| 41/74 | 24th July | Petroleum Oil Workers' Union. Auto Accessories and Tools Ltd. |
| 42/74 | 26th July | Transport and Allied Workers' Union. Kenya Bankers (Employers) Association. |
| 43/74 | 1st August | Kenya Union of Commercial, Food and Allied Workers. Izzak Walton Inn. |
| 44/74 | 1st August | Domestic and Hotel Workers' Union. Kenya Meat Commission. |
| 45/74 | 28th August | Kenya Management Staff Association. E.A. Match Company (Kenya) Ltd. |
| 46/74 | 28th August | Kenya Chemical Workers' Union. Kenya National Parks. |
| 47/74 | 3rd September | Kenya Union of National Parks Employees. City Council of Nairobi. |
| 48/74 | 3rd September | Kenya Local Government Workers' Union. Nyeri County Council. |
| 49/74 | 3rd September | Kenya Local Government Workers' Union. Mt. Kenya Game Ranch Ltd. |
| 50/74 | 5th September | Kenya Game Hunting and Safari Workers' Union. Sher-Berry Industries Ltd. |
| 51/74 | 5th September | Kenya Chemical Workers' Union. Kabazi Cannery Limited. |
| 52/74 | 9th September | Kenya Union of Commercial, Food and Allied Workers. Joint Industrial Council of Oil Industry. |
| 53/74 | 9th September | Kenya Management Staff Association. Muthaiga Tourist Enterprises Ltd. |
| 54/74 | 13th September | Domestic and Hotel Workers' Union. Distributive and Allied Trades' Association. |
| Appeal No. 1 of 1974 | | Kenya Union of Commercial, Food and Allied Workers. Kenya Union of Commercial, Food and Allied Workers. The Minister for Labour (Kangaita Tea Factory Co. Ltd.). |
| 55/74 | 30th September | Concrete Quarry Workers' Association of F.K.E. Kenya Quarry and Mine Workers' Union. |
| 56/74 | 3rd October | A. M. Kaka and Sons. Transport and Allied Workers' Union. |
| 57/74 | 3rd October | Office Supplies Limited. Printing and Kindred Trades Workers' Union. |
| 58/74 | 7th October | Kenya Co-operative Creameries Ltd. Kenya Union of Commercial, Food and Allied Workers. |
| 59/74 | 7th October | Lint Marketing Board (Uganda). Coffee Marketing Board (Uganda). |
| 60/74 | 9th October | Kenya Union of Commercial, Food and Allied Workers. Gailey and Roberts Ltd. |
| 61/74 | 9th October | Kenya Union of Commercial, Food and Allied Workers. Vitafoam Kenya Limited. |
| 62/74 | 9th October | Kenya Chemical Workers' Union. African Diatomite Industries Ltd. |
| 63/74 | 9th October | Kenya Chemical Workers' Union. J. S. Davies and Co. |
| 64/74 | 22nd October | Kenya Motor Engineering and Allied Workers' Union. M/s. Doshi and Co. (Hardware) Ltd. and Mamujee Brothers Ltd. Mombasa. |
| 65/74 | 23rd October | Kenya Union of Commercial, Food and Allied Workers. Insurance Employers Group of F.K.E. Nairobi. |
| 66/74 | 28th October | Kenya Union of Commercial, Food and Allied Workers. Penrose and Marsh Ltd. |
| 67/74 | 4th November | Kenya Electrical Trades Workers' Union. Association of Local Government Employers. |
| 68/74 | 6th November | Kenya Local Government Workers' Union. James Warren and Company (Africa) Ltd. Kenya Union of Commercial, Food and Allied Workers. |

| | | |
|-------|---------------|---|
| 69/74 | 6th November | Kirinyaga District Co-operative Union. Kenya Union of Commercial, Food and Allied Workers. |
| 70/74 | 6th November | Zimmermann Limited. Kenya Shoe and Leather Workers' Union. |
| 71/74 | 11th November | Kenya Motor Engineering and Allied Workers' Union. Blackwood Hodge (Kenya). |
| 72/74 | 11th November | Kenya Breweries Ltd. Kenya Union of Commercial, Food and Allied Workers. |
| 73/74 | 11th November | County Council of Kiambu. Kenya Local Government Workers' Union. |
| 74/74 | 15th November | Kiwi Home Products. Kenya Chemical Workers' Union. |
| 75/74 | 20th November | Embu District Co-operative Union Ltd. Kenya Union of Commercial, Food and Allied Workers. |
| 76/74 | 26th November | Brett and Company Limited. East African Building and Construction Workers' Union. |
| 77/74 | 5th December | Kisumu Municipal Council. Kenya Local Government Workers' Union. |
| 78/74 | 13th December | Cadbury Schweppes (K) Ltd. Kenya Union of Commercial, Food and Allied Workers |

LIST OF ISSUES IN DISPUTE

| | Nos. | Cause No. |
|--|------|---|
| ALLOWANCES | | |
| Acting Allowance | 3 | 7/74; 29/74; 34/74. |
| Bonus | 8 | 1 to 6/74; 7/74, 34/74. |
| Housing Allowances | 14 | 1 to 6/74; 7/74; 16/74; 32/74; 57/74; 58/74; 60/74; 64/74; 76/74. |
| Meal Allowance | 2 | 7/74; 34/74. |
| Leave allowance | 4 | 7/74; 31/74; 58/74; 62/74. |
| Leave travelling allowance | 8 | 1 to 6/74; 60/74; 64/74. |
| Special allowance | 6 | 1 to 6/74. |
| Disturbance allowance | 1 | 7/74. |
| Shift allowance | 3 | 7/74; 34/74; 58/74. |
| Safari allowance | 4 | 29/74; 31/74; 58/74; 60/74. |
| Other allowance | 4 | 34/74; 36/74; 46/74; 58/74. |
| CLOTHING | | |
| Uniforms | 7 | 1 to 6/74; 34/74. |
| ENGAGEMENTS | | |
| Casual labour | 7 | 1 to 6/74; 45/74. |
| REDUNDANCY | | |
| | 16 | 1 to 6/74; 7/74; 8/74; 10/74; 19/74; 26/74; 29/74; 40/74; 51/74; 67/74; 73/74. |
| Terminal benefits | 3 | 25/74; 28/74; 56/74. |
| Severance pay | 2 | 10/74; 23/74. |
| Termination of employment | 9 | 1 to 6/74; 11/74; 29/74; 60/74. |
| Reinstatement | 1 | 59/74. |
| Victimization | 2 | 66/74; 75/74. |
| Unionizable staff | 1 | 21/74. |
| Promotion | 1 | 20/74. |
| Warning | 8 | 1 to 6/74; 7/74; 29/74. |
| GRATUITY | | |
| | 12 | 1 to 6/74; 7/74; 8/74; 9/74; 29/74; 58/74; 62/74. |
| HOUSING | | |
| | 7 | 1 to 6/74; 55/74. |
| LEAVE | | |
| Annual leave and Annual Paid Leave | 13 | 1 to 6/74; 7/74; 29/74; 31/74; 34/74; 60/74; 61/74; 62/74. |
| Compassionate leave | 6 | 1 to 6/74. |
| Sick leave | 11 | 1 to 6/74; 7/74; 11/74; 29/74; 31/74; 60/74. |
| Maternity leave | 3 | 29/74; 60/74; 61/74. |
| PROVIDENT FUND | | |
| | 4 | 7/74; 14/74; 18/74; 60/74. |
| TRANSPORT | | |
| | 3 | 7/74; 34/74; 36/74. |
| WAGES AND SALARIES | | |
| Wage increase and revision | 27 | 8/74; 1 to 6/74; 11/74; 23/74; 31/74; 33/74; 34/74; 36/74; 38/74; 42/74; 45/74; 46/74; 54/74; 58/74; 60/74; 63/74; 64/74; 65/74; 68/74; 70/74; 74/74; 76/74. |
| Minimum wage and wages in general | 4 | 45/74; 46/74; 61/74; 62/74. |
| Deduction of wages | 6 | 14/74; 17/74; 22/74; 18/74; 32/74; 77/74. |
| Payment of salary arrears | 2 | 16/74; 53/74. |
| Shift wages | 1 | 61/74. |
| Loans | 3 | 14/74; 29/74; 34/74. |
| WORK | | |
| Classification of work and Grading | 4 | 7/74; 29/74; 37/74; 58/74. |
| Hours of work | 12 | 1 to 6/74; 7/74; 11/74; 29/74; 31/74; 61/74; 74/74. |
| Medical benefits | 3 | 29/74; 34/74; 36/74. |
| Probation period | 7 | 1 to 6/74; 29/74. |
| Overtime | 10 | 1 to 6/74; 7/74; 25/74; 29/74; 58/74. |
| Retirement benefits | 2 | 7/74; 36/74. |
| Suspension | 3 | 29/74; 34/74; 66/74. |
| Long distance | 1 | 29/74. |
| Closed shop | 2 | 29/74; 46/74. |
| Terms and Conditions of Service including duration and effective date. | 17 | 1 to 6/74; 7/74; 8/74; 11/74; 31/74; 36/74; 45/74; 61/74; 62/74; 63/74; 64/74; 76/74. |
| Union level of representation | 3 | 7/74; 21/74; 34/74. |
| Dismissal | 15 | 12/74; 15/74; 24/74; 25/74; 35/74; 39/74; 43/74; 44/74; 47/74; 48/74; 52/74; 71/74; 72/74; 78/74; 58/74. |
| Long service awards | 2 | 36/74; 58/74. |
| Welfare including education for workers' children. | 1 | 29/74. |
| Recognition Agreement | 4 | 27/74; 41/74; 49/74; 50/74. |
| Non-implementation of Agreement | 4 | 28/74; 30/74; 66/74; 69/74. |
| Warning and dismissal | 4 | 12/74; 13/74; 29/74; 36/74. |

COLLECTIVE AGREEMENTS REGISTERED BY INDUSTRY DURING 1974

| N/N | Industry | No. of Agreements | No. of Unionizable Employees | Average Duration in Months | Average Pay Increase % |
|-----|---|-------------------|------------------------------|----------------------------|------------------------|
| 1. | Agriculture, Forestry and Hunting | 7 | 52,783 | 25 | 13.0 |
| 2. | Mining and Quarrying | 8 | 2,225 | 24 | 15.9 |
| 3. | Manufacturing:— | 17 | 4,702 | 25 | 15.4 |
| | (i) Food and Drinks | 9 | 4,259 | 27 | 16.9 |
| | (ii) Textile and Garment | 1 | 171 | 17 | 11.3 |
| | (iii) Timber, Sawmilling and Wood | 9 | 1,728 | 29 | 19.9 |
| | (iv) Printing, Paper, etc. | 2 | 434 | 30 | 18.0 |
| | (v) Shoe, Leather and Rubber | 2 | 4,707 | 31 | 22.1 |
| | (vi) Chemical, Plastics and Petroleum | 31 | 4,707 | 31 | 22.1 |
| | (vii) Mechanical and Motor Engineering | 22 | 11,085 | 27 | 19.0 |
| | (viii) Electrical Engineering and Electronics | 2 | 33 | 18 | 19.1 |
| | (ix) Glass, Ceramics, Cements and other Building materials | 2 | 184 | 48 | 36.6 |
| | (x) Building and Construction | 2 | 188 | 30 | 25.5 |
| | (xi) Electricity and water | 1 | 2,244 | 36 | 12.4 |
| 4. | Commerce (Including Banks, Insurance, Petrol Stations, Trade, etc.) | 22 | 3,133 | 33 | 18.7 |
| 5. | Transport and Communication | 35 | 12,331 | 27 | 17.4 |
| 6. | Services (including Government) | 26 | 21,299 | 30 | 20.8 |

FACTORIES REGISTERED UNDER THE FACTORIES ACT

Distribution by Major Industrial Groups: 31st December, 1974

| Industrial Group | Factories with Mechanical Power | Factories without Mechanical Power | Total |
|---|---------------------------------|------------------------------------|--------------|
| Agriculture and Livestock Production | 891 | 26 | 917 |
| Food Manufacturing Industries, except Beverage Industries | 466 | 48 | 514 |
| Beverage Industries | 37 | 8 | 45 |
| Tobacco Manufacture | 2 | — | 2 |
| Manufacture of Textiles | 40 | 1 | 41 |
| Manufacture of Footwear, other wearing apparel and made-up textile goods | 311 | 1,371 | 1,682 |
| Manufacture of wood and cork, except Manufacture of Furniture | 518 | 85 | 603 |
| Manufacture of Furniture | 231 | 72 | 303 |
| Manufacture of Paper and Paper products | 28 | — | 28 |
| Printing, publishing and allied Industries | 124 | 2 | 126 |
| Manufacture of Leather and Leather Products except footwear | 14 | 9 | 23 |
| Manufacture of Rubber Products | 39 | 2 | 41 |
| Manufacture of Chemicals and Chemical Products | 122 | 24 | 146 |
| Manufacture of Products of petroleum and coal | 4 | — | 4 |
| Manufacture of Non-metallic Mineral Products, except products of petroleum and coal | 82 | 14 | 96 |
| Basic Metal Industries | 14 | — | 14 |
| Manufacture of Metal Products, except Machinery and Transport Equipment | 167 | 62 | 229 |
| Manufacture of Machinery except Electrical Machinery | 253 | 14 | 267 |
| Manufacture of Electrical Machinery, Apparatus, Appliances and Supplies | 107 | 17 | 124 |
| Manufacture of Transport Equipment | 659 | 240 | 899 |
| Miscellaneous Manufacturing Industries | 151 | 108 | 259 |
| Electricity, Gas and Steam | 37 | — | 37 |
| Water and Sanitary Services | 134 | 7 | 141 |
| Personal Service | 83 | 55 | 138 |
| TOTALS | 4,514 | 2,165 | 6,679 |

Note.—Factories engaged in repair work are classified in the manufacturing group according to the type of product repaired.

NUMBER OF FACTORIES BY INDUSTRY SHOWING NUMBERS EMPLOYED 1974—(Contd.)

APPENDIX VI—(Contd.)

| INDUSTRY | NUMBER EMPLOYED | | | | | | | | | | | | | Number of Factories | Estimated Number Employed | | | |
|---|-----------------|---------|----------|----------|----------|-----------|------------|------------|------------|------------|------------|------------|------------|---------------------|---------------------------|--------------|----------------|------------|
| | 1 to 5 | 6 to 10 | 11 to 25 | 26 to 50 | 51 to 75 | 76 to 100 | 101 to 150 | 151 to 200 | 201 to 250 | 251 to 300 | 301 to 400 | 401 to 500 | 501 to 750 | | | 751 to 1,000 | 1,001 to 2,000 | Over 2,000 |
| Tyre retreading and repairing | 24 | 88 | 108 | 176 | — | — | 125 | — | — | — | — | — | — | — | — | — | 29 | 521 |
| Manufacture of rubber products | 6 | 40 | 18 | 114 | — | — | 125 | — | — | — | — | — | — | — | — | — | 12 | 303 |
| Manufacture of basic industrial chemicals other than fertilizers and explosives | 3 | 32 | 90 | 266 | 63 | — | 125 | — | 225 | — | — | — | — | — | — | — | 21 | 1,429 |
| Manufacture of fertilizers | 6 | 8 | 54 | 76 | — | — | — | — | — | — | — | — | — | — | — | — | 8 | 144 |
| Production and processing of vegetable and animal oils and fats | 30 | 32 | 90 | 30 | — | — | — | — | — | — | — | — | — | — | — | — | 22 | 628 |
| Manufacture of soap | 30 | 72 | 108 | 190 | — | — | — | — | — | — | — | — | — | — | — | — | 30 | 488 |
| Manufacture of pharmaceutical and toilet preparations | 12 | 48 | 90 | 190 | — | — | — | — | — | — | — | — | — | — | — | — | 21 | 428 |
| Manufacture of paints, varnishes and lacquers | 3 | 8 | 54 | 76 | — | — | — | — | — | — | — | — | — | — | — | — | 7 | 229 |
| Manufacture of matches | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | 1 | 125 |
| Manufacture of polishes and cleaning materials | — | — | 72 | 38 | 63 | — | 125 | — | — | — | — | — | — | — | — | — | 7 | 298 |
| Manufacture of miscellaneous chemical products | 18 | 80 | 108 | 114 | 126 | — | 125 | — | — | — | — | — | — | — | — | — | 29 | 659 |
| Petroleum refineries | — | — | — | — | — | — | — | — | 225 | — | — | — | — | — | — | — | 1 | 225 |
| Manufacture of miscellaneous products of petroleum and coal | — | — | 18 | — | — | — | — | — | — | — | — | — | — | — | — | — | 3 | 556 |
| Manufacture of clay products for structural use | — | 40 | 18 | 76 | 63 | — | 125 | — | 225 | — | 450 | — | — | — | — | — | 13 | 810 |
| Manufacture of glass and glass products | 15 | 8 | 72 | 38 | 63 | — | — | — | 225 | — | — | — | — | — | — | — | 13 | 421 |
| Manufacture of pottery, china and earthenware | 3 | — | 18 | — | 63 | — | — | — | — | — | — | — | — | — | — | — | 3 | 84 |
| Manufacture of cement | — | 8 | — | — | — | — | — | — | — | — | — | — | — | — | — | — | 2 | 233 |
| Manufacture of precast concrete products | 9 | 64 | 216 | 456 | 315 | — | 500 | — | — | — | — | — | — | — | — | — | 47 | 1,736 |
| Manufacture of non-metallic mineral products not elsewhere classified | 9 | 40 | 72 | 114 | 76 | — | 125 | — | — | — | — | — | — | — | — | — | 18 | 436 |
| Iron and steel basic industries | 3 | 8 | 90 | 76 | 126 | — | — | — | — | — | — | — | — | — | — | — | 13 | 653 |
| Manufacture of metal containers | — | — | — | 74 | — | — | — | — | — | — | — | — | — | — | — | — | 10 | 2,208 |
| Manufacture of holloware | — | — | — | 76 | — | — | — | — | — | — | — | — | — | — | — | — | 2 | 76 |
| Manufacture of builders materials in metal | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | 11 | 730 |
| Sheet metal work, including tinsmiths | 174 | 176 | 252 | 114 | 126 | — | — | — | — | — | — | — | — | — | — | — | 100 | 1,017 |
| Blacksmiths | 138 | 64 | 108 | — | — | — | — | — | — | — | — | — | — | — | — | — | 61 | 398 |
| Manufacture of miscellaneous metal products not elsewhere classified | 258 | 480 | 1,188 | 228 | 567 | — | 125 | 175 | 450 | 272 | 350 | 450 | — | — | — | — | 45 | 1,937 |
| Manufacture and/or repair of machinery except electrical machinery | — | — | — | 1,026 | — | — | 625 | 875 | 450 | — | — | — | — | — | — | — | 267 | 6,447 |
| Manufacture and/or repair of electrical machinery, apparatus and appliances | 235 | 224 | 90 | 418 | 126 | — | 125 | — | — | — | — | — | — | — | — | — | 124 | 1,218 |
| Ship building and repairing | 3 | 16 | 54 | — | — | — | — | — | — | — | — | — | — | — | — | — | 10 | 899 |
| Manufacture and repair of railway equipment | 3 | 16 | 72 | 38 | 126 | — | — | — | — | — | — | — | — | — | — | — | 18 | 5,367 |
| Assembly of motor vehicles | — | — | — | 88 | — | — | — | — | — | — | — | — | — | — | — | — | 8 | 428 |
| Repair of motor vehicles | 855 | 1,280 | 2,880 | 2,470 | 1,008 | — | 1,250 | 700 | 450 | 350 | 350 | 450 | 625 | — | — | — | 717 | 14,836 |
| Repair of pedal cycles | 306 | 64 | 54 | — | 63 | — | — | — | — | — | — | — | — | — | — | — | 113 | 487 |
| Maintenance and repair of aircraft | 3 | 8 | 72 | 152 | — | — | — | — | — | — | — | — | — | — | — | — | 11 | 910 |
| Non-ferrous metal basic industries | — | — | — | 38 | 126 | — | — | — | — | — | — | — | — | — | — | — | 22 | 496 |
| Manufacture of transport equipment, not elsewhere classified | 18 | 56 | 18 | 190 | — | — | — | — | — | — | — | — | — | — | — | — | 2 | 21 |
| Repair of scientific instruments | 3 | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | 1 | 3 |
| Manufacture and/or repair of photographic and optical goods | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | 8 | 56 |
| Repair of watches and clocks | 3 | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | 1 | 3 |
| Manufacture and/or repair of musical instruments | 198 | 112 | 72 | 38 | — | — | — | — | — | — | — | — | — | — | — | — | 86 | 420 |
| Manufacture of jewellery and/or silverware | 216 | 216 | 540 | 798 | 378 | — | 250 | — | 225 | — | — | — | — | — | — | — | 162 | 3,325 |
| Manufacturing industries not elsewhere classified | 27 | 64 | 180 | 114 | 378 | — | — | — | — | — | — | — | — | — | — | — | 37 | 851 |
| Generation of electricity | 246 | 280 | 198 | 76 | 126 | — | — | — | — | — | — | — | — | — | — | — | 132 | 926 |
| Water supply | 9 | 54 | 38 | 63 | — | — | — | — | — | — | — | — | — | — | — | — | 9 | 252 |
| Sewage disposal | 204 | 232 | 126 | 76 | 63 | — | 125 | 175 | — | — | — | — | — | — | — | — | 110 | 1,089 |
| Laundries, dyers and cleaners | 60 | 40 | 52 | — | — | — | — | — | — | — | — | — | — | — | — | — | 28 | 152 |
| Film developing and print processing | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — | — |
| TOTALS | 9,987 | 9,562 | 21,387 | 21,251 | 11,542 | 9,338 | 13,975 | 7,500 | 6,975 | 4,125 | 7,000 | 4,050 | 4,375 | 3,500 | 6,000 | 8,000 | 6,679 | 148,567 |

REPORTED FACTORY ACCIDENTS—1974

(The Injured Person is the Unit)

An accident means an accident which is either fatal or disables the workman for at least three consecutive days from earning full wages at the work at which he was employed.

ANALYSIS BY INDUSTRIES

| Industry | Fatal | Non-Fatal | Total |
|--|-------|-----------|-------|
| AGRICULTURE AND LIVESTOCK PRODUCTION | | | |
| Coffee pulping | 1 | 8 | 9 |
| Cotton ginning | — | 5 | 5 |
| Sisal processing | — | 41 | 41 |
| Tea processing | — | 55 | 55 |
| Processing of Miscellaneous plantation crops | — | 1 | 1 |
| FOOD MANUFACTURING INDUSTRIES EXCEPT BEVERAGE INDUSTRY | | | |
| Slaughtering, preparation and preserving of meat | — | 24 | 24 |
| Manufacture of butter, ghee and/or cheese | — | 4 | 4 |
| Pasteurizing, sterilizing or homogenizing of milk | — | 15 | 15 |
| Manufacture of ice cream | — | 2 | 2 |
| Canning and preserving of fruit and vegetables | — | 25 | 25 |
| Preserving and processing of fish | — | 86 | 86 |
| Flour Milling | — | 16 | 16 |
| Posho Milling | — | 5 | 5 |
| Manufacture of breakfast foods | — | 1 | 1 |
| Coffee hulling and cleaning | — | 1 | 1 |
| Cleaning and washing of seeds, grains and pulses | — | 1 | 1 |
| Manufacture of bread and flour confectionery including biscuits | — | 10 | 10 |
| Manufacture of sugar and syrup | — | 81 | 81 |
| Manufacture of Jaggery | — | 2 | 2 |
| Manufacture of margarine and/or cooking fats | 3 | 15 | 18 |
| Manufacture of Animal feeds | — | 3 | 3 |
| Manufacture of miscellaneous food preparations | — | 2 | 2 |
| BEVERAGE INDUSTRIES | | | |
| Distillation of spirits | — | 1 | 1 |
| Breweries and manufacture of malt | — | 39 | 39 |
| Manufacture of soft drinks and carbonated water industries | — | 5 | 5 |
| TOBACCO MANUFACTURE | | | |
| Manufacture of tobacco products | — | 8 | 8 |
| MANUFACTURE OF TEXTILES | | | |
| Spinning, weaving and finishing of textiles | — | 100 | 100 |
| Knitting mills | — | 16 | 16 |
| Manufacture of rope, bags, cordage, twines and net | — | 77 | 77 |
| Manufacture of textiles not elsewhere classified | — | 4 | 4 |
| MANUFACTURE OF FOOTWEAR OTHER WEARING APPAREL AND MADE-UP TEXTILE GOODS | | | |
| Manufacture of footwear except rubber footwear | — | 7 | 7 |
| Manufacture of wearing apparel except footwear | — | 5 | 5 |
| Manufacture of made-up textile goods, except wearing apparel | — | 2 | 2 |
| MANUFACTURE OF WOOD AND CORK EXCEPT MANUFACTURE OF FURNITURE | | | |
| Sawmilling | 1 | 69 | 70 |
| Joinery and general woodworking | — | 52 | 52 |
| MANUFACTURE OF FURNITURE AND FIXTURES | | | |
| Manufacture of Furniture | — | 24 | 24 |
| MANUFACTURE OF PAPER AND PAPER PRODUCTS | | | |
| Manufacture of pulp, paper and paperboard | — | 6 | 6 |
| Manufacture of articles of pulp, paper and paperboard | — | 43 | 43 |
| PRINTING, PUBLISHING AND ALLIED INDUSTRIES | — | 20 | 20 |
| MANUFACTURE OF LEATHER AND LEATHER PRODUCTS EXCEPT FOOTWEAR | | | |
| Tanning | — | 5 | 5 |
| TOTAL C/F | 4 | 456 | 460 |

REPORTED FACTORY ACCIDENTS—1974—(Contd.)

ANALYSIS BY INDUSTRIES

| Industry | Fatal | Non-Fatal | Total |
|---|-------|-----------|-------|
| MANUFACTURE OF RUBBER PRODUCTS | | | |
| Tyre retreading and repairing | — | 7 | 7 |
| Manufacture of rubber products | — | 3 | 3 |
| MANUFACTURE OF CHEMICAL AND CHEMICAL PRODUCTS | | | |
| Manufacture of basic industrial chemicals other than fertilizers and explosives | — | 15 | 15 |
| Production and processing of vegetable and animal oils and fats | — | 1 | 1 |
| Manufacture of soap | — | 3 | 3 |
| Manufacture of matches | — | 5 | 5 |
| Manufacture of miscellaneous Chemical products | — | 12 | 12 |
| MANUFACTURE OF PRODUCTS OF PETROLEUM AND COAL | | | |
| Manufacture of miscellaneous products of petroleum and coal | — | 1 | 1 |
| MANUFACTURE OF NON-METALLIC MINERAL PRODUCTS EXCEPT PRODUCTS OF PETROLEUM AND COAL | | | |
| Manufacture of clay products for structural use | — | 3 | 3 |
| Manufacture of glass and glass products | — | 25 | 25 |
| Manufacture of cement | 2 | 5 | 7 |
| Manufacture of pre-cast concrete products | — | 10 | 10 |
| Manufacture of non-metallic mineral products not elsewhere classified | — | 8 | 8 |
| BASIC METAL INDUSTRIES | | | |
| Iron and steel basic industries | — | 57 | 57 |
| MANUFACTURE OF METAL PRODUCTS EXCEPT MACHINERY AND TRANSPORT EQUIPMENT | | | |
| Manufacture of metal containers | — | 33 | 33 |
| Manufacture of builders materials in metal | — | 11 | 11 |
| Sheet metal work, including tinsmiths | — | 4 | 4 |
| Blacksmiths | — | 1 | 1 |
| Manufacture of miscellaneous metal products not elsewhere classified | — | 63 | 63 |
| MANUFACTURE AND/OR REPAIR OF MACHINERY EXCEPT ELECTRICAL MACHINERY | | | |
| MANUFACTURE AND/OR REPAIR OF ELECTRICAL MACHINERY, APPARATUS AND APPLIANCES | — | 119 | 119 |
| MANUFACTURE OF TRANSPORT EQUIPMENT | | | |
| Shipbuilding and repairing | — | 11 | 11 |
| Manufacture and repair of railway equipment | — | 107 | 107 |
| Assembly of Motor Vehicles | — | 69 | 69 |
| Repair of Motor vehicles | — | 371 | 371 |
| Maintenance and repair of aircraft | — | 5 | 5 |
| Manufacture of transport equipment not elsewhere classified | — | 3 | 3 |
| MISCELLANEOUS MANUFACTURING INDUSTRIES | | | |
| Manufacturing Industries not elsewhere classified | — | 23 | 23 |
| ELECTRICITY | | | |
| Generation of electricity | — | 13 | 13 |
| PERSONAL SERVICES | | | |
| Laundries Dyers and Cleaners | — | 2 | 2 |
| TRANSMISSION MACHINERY | | | |
| Shafting | — | 5 | 5 |
| Belts, ropes, pulleys and gearing | 1 | 69 | 70 |
| WOODWORKING MACHINERY | | | |
| Circular saws (all types) | — | 47 | 47 |
| Planing machines | — | 38 | 38 |
| Vertical spindle moulding machines | — | 2 | 2 |
| Other | — | 13 | 13 |
| METAL WORKING MACHINERY | | | |
| Power presses for metal working | — | 12 | 12 |
| Abrasive wheels | — | 2 | 2 |
| | 7 | 1,886 | 1,893 |

REPORTED FACTORY ACCIDENTS—1974—(Contd.)

ANALYSIS BY INDUSTRIES

| Cause | Fatal | Non-Fatal | Total |
|---|-------|-----------|-------|
| SISAL MACHINERY | | 9 | 9 |
| Decorating machines | — | 5 | 5 |
| Brushing machines | — | 16 | 16 |
| Other | — | 38 | 38 |
| NIP ACCIDENTS IN ROLLERS, ETC. | — | 233 | 233 |
| OTHER POWER-DRIVEN MACHINERY | — | 1 | 1 |
| LIFTING MACHINERY | — | 22 | 22 |
| OTHER MACHINERY (NON-POWERED) | — | | |
| RAILWAYS (LOCOMOTIVES AND ROLLING STOCK) | — | 1 | 1 |
| Power-Driven | — | 1 | 1 |
| Other | — | | |
| VEHICLES (OTHER THAN RAILWAYS) | | 21 | 21 |
| Power-driven | — | 7 | 7 |
| Tractors, Trailers, etc. | — | 7 | 7 |
| Not-power-driven | — | 1 | 1 |
| Air pressure plant | — | 4 | 4 |
| Steam pressure plant | — | 9 | 9 |
| ELECTRICITY | 3 | — | 3 |
| EXPLOSION | 2 | 14 | 16 |
| FIRES | — | 3 | 3 |
| GASSING AND POISONING | — | 62 | 62 |
| MOLTEN METAL: OTHER HOT OR CORROSIVE SUBSTANCES | — | 90 | 90 |
| USE OF HAND TOOLS NOT POWER OPERATED | — | 365 | 365 |
| STRUCK BY FALLING OBJECTS | 1 | 137 | 138 |
| FALLS OF PERSONS | — | 6 | 6 |
| STEPPING ON OBJECTS | — | 24 | 24 |
| STRIKING AGAINST OBJECTS | — | 462 | 462 |
| HANDLING OF GOODS OR ARTICLES | — | 1 | 1 |
| ANIMALS | — | 140 | 140 |
| MISCELLANEOUS ACCIDENTS | — | 19 | 19 |
| ACCIDENTS NOT ADEQUATELY DESCRIBED | — | | |
| TOTAL | 7 | 1,886 | 1,893 |

REPORTS DOCKS ACCIDENTS—1974

(i.e. accidents occurring in the course of operation to which the Docks Rules, 1962, apply. The injured person is the unit.)

ANALYSIS BY CAUSATION

| CAUSATION | KISUMU | | MOMBASA | | ALL ACCIDENTS | |
|---------------------------------------|--------|-----------|---------|-----------|---------------|-----------|
| | Fatal | Non-Fatal | Fatal | Non-Fatal | Fatal | Non-Fatal |
| Fires | — | — | — | 1 | — | 1 |
| Hot or corrosive substances | — | 1 | — | — | — | 1 |
| Use of hand tools | — | — | — | — | — | — |
| Struck by falling object | — | 1 | 1 | 40 | 1 | 41 |
| Falls of persons | — | — | — | 15 | 15 | — |
| Stepping on objects | — | — | — | 2 | — | 2 |
| Striking against objects | — | — | — | 1 | — | 1 |
| Handling of goods or articles | — | — | — | 65 | — | 65 |
| Miscellaneous accidents | — | — | — | 7 | — | 7 |
| TOTALS | — | 2 | 1 | 131 | 1 | 133 |

ACCIDENTS STATISTICS—SUMMARY OF ALL ACCIDENTS FOR THE YEAR 1974

The tables in this Appendix show accidents reported during 1974 under the Workmen's Compensation Act (Cap. 236). To be reportable, an accident must have arisen out of and in the course of the employment and have resulted in the death of a workman or his disablement for at least three consecutive days.

In all cases the injured person has been taken as the unit—i.e. if an accident causes injury to more than one person, the number of accidents shown is the number of persons injured.

ANALYSIS BY INDUSTRY AND DEGREE OF INCAPACITY

| INDUSTRY | FATAL | | | PERMANENT INCAPACITY | | | | TEMPORARY INCAPACITY ONLY | | DEGREE OF INCAPACITY NOT YET DETERMINED | | TOTAL NO. OF ACCIDENTS REPORTED | |
|---|-------|-------------|---------------|----------------------|-------------|--------------------|-------------|---------------------------|---------------|---|-------------|---------------------------------|-------------|
| | Male | Fe- male | Ju- venile | TOTAL INCAPACITY | | PARTIAL INCAPACITY | | Male | Ju- venile | Male | Fe- male | Male | Fe- male |
| | | | | Male | Fe- male | Male | Fe- male | | | | | | |
| I. AGRICULTURE, ETC. | 19 | 1 | 1 | — | — | 41 | 1 | 116 | 1 | 234 | 10 | 411 | 13 |
| 1. Agriculture and Livestock | 5 | — | — | — | — | 3 | — | 5 | — | 23 | — | 36 | — |
| 2. Forestry and Logging | 3 | — | — | — | — | — | — | 1 | 1 | 20 | 1 | 24 | 2 |
| 3. Other | — | — | — | — | — | — | — | — | — | — | — | — | — |
| TOTAL | 27 | 1 | 1 | — | — | 44 | 1 | 122 | 2 | 277 | 11 | 471 | 15 |
| II. MINING AND QUARRYING | 3 | — | — | — | — | 5 | — | 8 | — | 15 | 1 | 31 | 1 |
| III. MANUFACTURING | 4 | 2 | — | — | — | 25 | — | 56 | — | 174 | 1 | 259 | 3 |
| 1. Textiles, apparel and Textile products | — | — | — | — | — | 4 | — | 5 | — | 14 | 1 | 23 | 1 |
| 2. Chemical, Petroleum and Coal products | — | — | — | — | — | — | — | 1 | — | 7 | — | 8 | — |
| 3. Non-Metallic Mineral products other than (2) | 13 | — | — | — | — | 24 | 2 | 115 | 4 | 155 | 7 | 307 | 13 |
| 4. Food, Beverage and Tobacco | 11 | — | — | — | — | 15 | — | 24 | — | 125 | — | 175 | — |
| 5. Wood and Furniture | — | — | — | — | — | 16 | — | 63 | — | 124 | — | 203 | — |
| 6. Metal Industries | — | — | — | — | — | 32 | 1 | 211 | 2 | 251 | 3 | 502 | 6 |
| 7. Other | 8 | — | — | — | — | — | — | — | — | — | — | — | — |
| TOTAL | 36 | 2 | — | — | — | 116 | 3 | 475 | 6 | 850 | 12 | 1,477 | 23 |
| | | | | | | | | | | | | | |

ACCIDENT STATISTICS 1974
ANALYSIS BY NATURE AND LOCATION OF INJURY

| NATURE | LOCATION | | | | | | | | | | TOTAL |
|-----------------------------------|----------|-------|-------------------|-------|-------|-------------------|-------|----------|-----------------|-------|-------|
| | HEAD | | UPPER EXTREMITIES | | TRUNK | LOWER EXTREMITIES | | MULTIPLE | UNCLASSIFIED | TOTAL | |
| | Eyes | Other | Fingers | Other | | Feet | Other | | | | |
| Contusions, Abrasions | 8 | 8 | 32 | 34 | 35 | 13 | 59 | 13 | 1 | 203 | |
| Burns and Scalds | 2 | 1 | 5 | 27 | 13 | 6 | 10 | 12 | — | 76 | |
| Concussions | — | — | 1 | — | 1 | 1 | — | — | 1 | 4 | |
| Cuts and Lacerations | 17 | 48 | 200 | 126 | 20 | 33 | 149 | 15 | 5 | 613 | |
| Punctured Wounds | 3 | 5 | 22 | 25 | 5 | 3 | 23 | 1 | — | 87 | |
| Amputations | — | — | 61 | 11 | — | 4 | 4 | — | — | 80 | |
| Dislocations | — | — | 1 | 5 | 4 | — | 1 | — | — | 13 | |
| Fractures | 1 | 6 | 47 | 78 | 23 | 20 | 87 | 2 | 4 | 268 | |
| Sprains and Strains | — | 3 | 4 | 10 | 27 | 4 | 23 | 3 | — | 74 | |
| Asphyxiation (including drowning) | — | — | — | — | — | — | — | — | — | — | |
| Tearing of Internal Organs | — | — | — | — | — | — | — | — | — | — | |
| Electric Shock | — | — | 1 | 1 | 3 | — | — | — | 1 | 8 | |
| Hernias | — | — | — | — | — | — | — | — | — | — | |
| Miscellaneous | 105 | 41 | 60 | 44 | 61 | 23 | 79 | 141 | 90 | 644 | |
| TOTAL | 136 | 112 | 434 | 361 | 192 | 107 | 435 | 190 | 103 | 2,070 | |
| | | | | | | | | | UNCLASSIFIED .. | 2,849 | |
| | | | | | | | | | | 4,919 | |

NATIONAL INDUSTRIAL TRAINING CENTRE

(a) TRADES

| Mechanical Section | Automotive Section | Electrical Section | Building Section |
|--|---|---|-------------------------------|
| Fitter General Fitter Maintenance Factory Services | Motor Vehicle Mechanic Plant Mechanic Agricultural Mechanic | Electrician General Electrical Fitter Refrigeration and Air Conditioning Mechanic | Mason Carpenter Plumber |
| Turner Machinist Tool and Die Maker Welder | Diesel Engine Mechanic Auto Electrician | | |

(b) NUMBER OF TRAINEES ATTENDING COURSES

| Section | Apprentices | Technical Teacher | Skill improvement | Total |
|--------------------|-------------|-------------------|-------------------|-------|
| Mechanical | 101 | 27 | 15 | 143 |
| Automotive | 235 | — | 36 | 271 |
| Electrical | 115 | — | — | 115 |
| Building | 214 | — | 9 | 223 |
| TOTAL | 665 | 27 | 60 | 752 |

(c) COMPARISON OF TRAINING ACTIVITY 1972-1974

| Section | TRAINING MAN-WEEK | | |
|--------------------|-------------------|-------|-------|
| | 1972 | 1973 | 1974 |
| Mechanical | 792 | 1,202 | 2,208 |
| Automotive | 765 | 1,360 | 2,208 |
| Electrical | 891 | 965 | 1,452 |
| Building | 1,855 | 2,266 | 2,304 |
| TOTAL | 4,303 | 5,793 | 8,172 |

SUMMARY OF TRADE TESTS 1974

| SECTION | GRADE I | | GRADE II | | GRADE III | | TOTALS | | Per cent Passed |
|----------------|-----------|--------|-----------|--------|-----------|--------|-----------|--------|-----------------|
| | Attempted | Passed | Attempted | Passed | Attempted | Passed | Attempted | Passed | |
| Automotive .. | 131 | 75 | 348 | 177 | 1,268 | 713 | 1,747 | 965 | 55 |
| Mechanical .. | 116 | 39 | 347 | 132 | 1,231 | 537 | 1,694 | 708 | 42 |
| Electrical .. | 49 | 19 | 128 | 66 | 384 | 185 | 561 | 270 | 48 |
| Building .. | 134 | 55 | 256 | 152 | 1,462 | 991 | 1,852 | 1,198 | 65 |
| Woodworking .. | 89 | 32 | 275 | 80 | 998 | 613 | 1,362 | 725 | 53 |
| Tailoring .. | 27 | 14 | 74 | 39 | 423 | 186 | 524 | 239 | 46 |
| Shoemaking .. | 5 | 0 | 21 | 7 | 91 | 37 | 117 | 44 | 38 |
| TOTALS .. | 551 | 234 | 1,449 | 653 | 5,857 | 3,262 | 7,857 | 4,149 | 53 |

KISUMU INDUSTRIAL TRAINING CENTRE

TRAINING STATISTICS 1974

NUMBER OF COURSES RUN

| Section | Craft Apprentice | Technical Teacher | Skill Improvement | Total No. of course-weeks |
|---------------------|---------------------|----------------------|----------------------|------------------------------|
| Mechanical | 4 | — | 4 | 44 |
| Automotive | 4 | — | 2 | 40 |
| Electrical | 2 | — | 9 | 36 |
| Welding | — | — | 5 | 10 |
| Plumbing | 2 | 1 | 3 | 33 |
| Woodworking | 2 | — | 7 | 36 |
| TOTALS | 14 | 1 | 30 | 199 |

Number of trainees who attended course—530

Total number of training man-weeks —2,344

ENTRY PERMITS DEALT WITH IN 1974

| Class | | A | B | C | D | E | H | I | Total of New Permits | Total of Ext | Total of Ref |
|---------------------|-----|-----|----|----|----|----|---|---|----------------------|--------------|--------------|
| JANUARY | New | 221 | 2 | 4 | 10 | 2 | — | — | 239 | — | — |
| | Ext | 56 | — | — | — | — | — | — | — | 58 | — |
| | Ref | 42 | — | 2 | — | — | — | — | — | — | 42 |
| FEBRUARY | New | 254 | — | — | 6 | — | — | — | 260 | — | — |
| | Ext | 263 | 1 | 6 | 4 | — | — | — | — | 274 | — |
| | Ref | 46 | — | — | — | — | — | — | — | — | 46 |
| MARCH | New | 275 | 17 | 7 | 15 | — | — | — | 314 | — | — |
| | Ext | 214 | 4 | — | 2 | — | — | — | — | 233 | — |
| | Ref | 60 | — | 13 | — | — | — | — | — | — | 60 |
| APRIL | New | 343 | 3 | 12 | 18 | 1 | — | — | 387 | — | — |
| | Ext | 241 | — | 13 | 1 | — | — | — | — | 355 | — |
| | Ref | 59 | — | — | — | — | — | — | — | — | 59 |
| MAY | New | 330 | 3 | 3 | 8 | 1 | — | — | 345 | — | — |
| | Ext | 245 | — | 9 | 1 | — | — | — | — | 255 | — |
| | Ref | 85 | — | — | — | — | — | — | — | — | 85 |
| JUNE | New | 313 | — | — | 10 | — | — | — | 323 | — | — |
| | Ext | 230 | — | — | 7 | — | — | — | — | 237 | — |
| | Ref | 43 | — | — | — | — | — | — | — | — | 43 |
| JULY | New | 228 | — | 4 | 3 | 12 | — | — | 257 | — | — |
| | Ext | 334 | — | — | 3 | — | — | — | — | 337 | — |
| | Ref | 74 | — | — | — | — | — | — | — | — | 74 |
| AUGUST | New | 222 | — | — | 4 | — | — | — | 226 | — | — |
| | Ext | 207 | 2 | — | 6 | — | — | — | — | 215 | — |
| | Ref | 39 | — | — | — | — | — | — | — | — | 39 |
| SEPTEMBER | New | 192 | 6 | — | 12 | 1 | — | — | 211 | — | — |
| | Ext | 205 | 2 | 4 | 7 | 6 | — | — | — | 222 | — |
| | Ref | 28 | — | — | — | — | — | — | — | — | 28 |
| OCTOBER | New | 291 | 1 | — | 25 | 1 | — | — | 318 | — | — |
| | Ext | 157 | — | — | 5 | — | — | — | — | 162 | — |
| | Ref | 46 | — | — | — | — | — | — | — | — | 46 |
| NOVEMBER | New | 181 | — | — | 8 | — | — | — | 189 | — | — |
| | Ext | 150 | — | — | — | — | — | — | — | 150 | — |
| | Ref | 28 | — | — | — | — | — | — | — | — | 28 |
| DECEMBER | New | 86 | — | — | 12 | — | — | — | 98 | — | — |
| | Ext | 78 | — | — | 1 | — | — | — | — | 79 | — |
| | Ref | 21 | — | — | — | — | — | — | — | — | 21 |
| GRAND TOTAL | | | | | | | | | 3,167 | 2,477 | 571 |
| | | | | | | | | | 5,644 | | |

TYPES OF PROBLEMS INVESTIGATED BY THE BUREAU

| Type of visit or case discussed | No. OF FIRMS DISCUSSED | |
|---|------------------------|----------|
| | Number | Per cent |
| General Training Programme .. | 44 | 36.67 |
| Training programme combined with permit cases | 23 | 19.17 |
| Permit cases alone | 23 | 19.17 |
| Training programme combined with frustrations other than dismissals | 8 | 6.67 |
| Dismissals only | 6 | 5.00 |
| Frustration in general not accounted for above | 14 | 11.67 |
| Other cases | 2 | 1.67 |
| TOTAL .. | 120 | 100 |

TYPES OF FIRMS INVESTIGATED BY THE BUREAU

| Types of Firms discussed | No. of Firms discussed |
|--|------------------------|
| Minor Engineering | 15 |
| Building Industry | 12 |
| Manufacturing Representatives | 10 |
| Manufacturing Industry | 10 |
| Accountancy and Secretarial | 5 |
| Textile Industry | 5 |
| Banking Industry | 5 |
| Airlines Industry | 4 |
| Tour Industry | 4 |
| Chemists and Medical Industry | 4 |
| Aerial Works | 4 |
| Printing Industry | 5 |
| Insurance Industry | 3 |
| Hotel and Catering Industry | 3 |
| Motor Industry | 2 |
| Importers and Exporters | 2 |
| Dealers in Clothing | 2 |
| News agents and Booksellers | 2 |
| Road Transport | 2 |
| Agriculture Industry | 2 |
| Chemical and Non-metallic | 1 |
| Advertising Agents | 1 |
| Dealers in Hardware | 1 |
| Wholesale and Retail | 1 |
| Timber Merchants | 1 |
| Bakers and Confectioners | 1 |
| Communications and Broadcasting | 1 |
| Hair Dressing | 1 |
| Financing | 1 |
| Painters and Decorators | 1 |
| Soap and Silicate | 1 |
| Goldsmith, Jewellers and Watchmakers | 1 |
| Tobacco and Confectionery | 1 |
| Petroleum Industry | 1 |
| Architects and Consulting Engineers | 1 |
| Dealers in Curios and Antiques | 1 |
| Provision Stores | 1 |
| Total number of firms discussed | 120 |

