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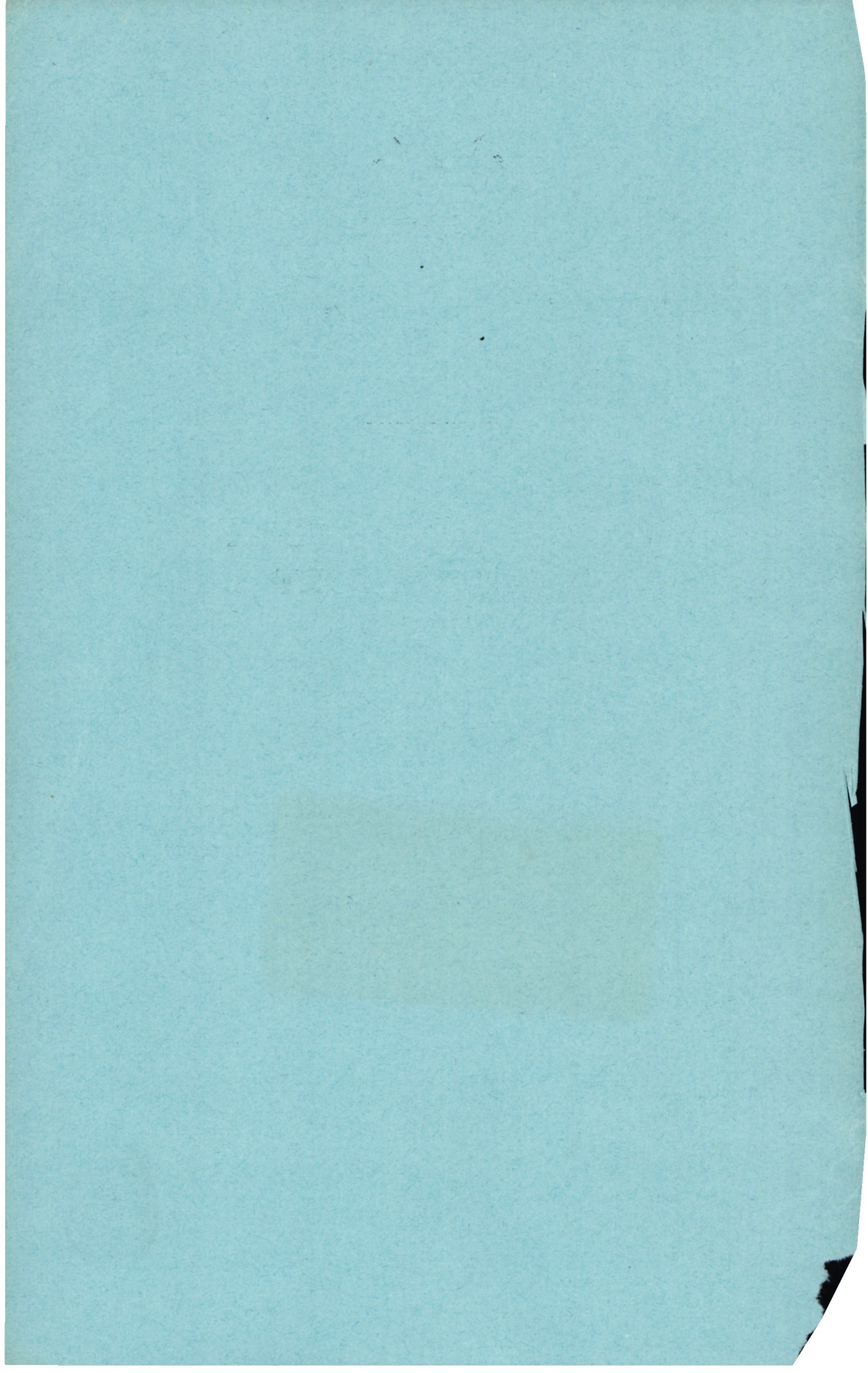


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**MINISTRY OF LABOUR
ANNUAL REPORT
1969**

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**MINISTRY OF LABOUR
ANNUAL REPORT
1969**

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PART I—LABOUR DEPARTMENT

SECTION 1. EMPLOYMENT

The Working Population

Wage employment in Kenya falls into three main groups: the "modern" sector, smallholdings and rural non-agricultural activities. The figure given below in Table 1.1 for the total labour force has been arrived at on the basis of an estimate that the total labour force is equal to 95 per cent of all males in the age group 15-64 years plus 50 per cent of all females in the same age group.

TABLE 1.1—TOTAL LABOUR SUPPLY, 1969

		<i>Males and Females: Age 15-64</i>
TOTAL		3,933·0
		(in '000)

2. The number of persons reported in employment by industries is given below in Table 2.1, which indicates an increase of 3.4 per cent over 1968 figures. Table 2.2 contains the distribution of firms by industry and size of labour force employed.

TABLE 2.1—REPORTED EMPLOYMENT BY MAJOR SECTORS, 1967-69 ('000)

	1967	1968	1969	Per cent Change 1968-1969
Agriculture and Forestry	172·7	173·3	178·7	-3·11
Private Commerce and Industry ..	212·7	211·5	210·9	-0·28
Public Sector	200·4	221·9	237·6	+0·08
TOTAL	585·8	606·7	627·2	+3·4

TABLE 2.2—DISTRIBUTION OF FIRMS BY INDUSTRY AND SIZE OF LABOUR FORCE, 1969
NUMBER OF FIRMS BY SIZE GROUP

INDUSTRY	0-4	5-9	10-14	15-19	20-49	50-99	100-499	500-999	1,000 and over	Total
Agriculture, Forestry and Fishing ..	266	277	186	132	525	348	296	44	26	2,100
Mining and Quarrying ..	3	8	3	3	12	10	4	—	—	43
Manufacturing and Repairs ..	713	312	152	104	265	112	132	13	5	1,808
Building and Construction ..	103	65	32	34	74	45	61	7	2	423
Electricity, Gas and Sanitary Service ..	21	3	3	3	15	6	6	1	1	59
Commerce ..	2,426	827	258	155	287	93	50	1	—	4,097
Transport, Storage and Communications ..	226	199	95	51	138	60	76	10	8	863
Services ..	2,683	1,066	488	264	643	380	340	36	23	5,873
TOTAL ..	6,441	2,707	1,217	746	1,959	1,054	965	112	65	15,266

3. As shown in Table 2.1 the level of wage earning employment rose by about 3.4 per cent in 1969 compared with the growth of 1.3 per cent in 1968. This is the highest rate of growth achieved in employment for several years. The marked increase in employment in agriculture must of necessity be gratifying. A large part of this increase was attributed to the expansion of coffee and tea production. The decline in employment in commerce and industry continued, although on a smaller magnitude compared to 1968. The building and construction industry registered the largest drop in employment, contrary to all expectations as this sector had shown continued growth in the recent past. Employment in manufacturing and repairs, which is the largest private employer outside agriculture, also declined.

4. An attempt to extend coverage of employment statistics beyond the "Modern" Sector launched in 1967 was pursued and sample surveys of rural employment statistics were repeated in 1969. As can be seen in Table 4.1 below, total wage employment in the country rose by just under 46,000 whereas growth in the labour force over the same period was about 220,000, consisting largely of school-leavers. Employment growth over this period seems to have been of the same order in both the "modern" and rural sectors.

5. Within the rural sector, there appears to have been a slight fall in the number of employees on smallholdings and a rise among those engaged in rural non-agricultural activities.

TABLE 4.1—TOTAL WAGE EMPLOYMENT IN THE ECONOMY, 1967 AND 1969

	1967	1969	Per cent in Total	
			1967	1969
The "modern" sector	600.6	627.2	58.5	58.5
Smallholdings (including settlement schemes)	365.6	364.4	35.6	33.9
Rural non-agricultural activities ..	60.6	81.7	5.9	7.6
TOTAL	1,026.8	1,072.3	100.0	100.0

The Employment Service

6. The number of work seekers who visited the employment exchanges for the purpose of getting employment continued to rise when compared with those in the previous years. Noticeable among the work seekers were school-leavers who had completed C.P.E. education but were too young to be employed in industrial undertakings.

Table 6.1

	Notified Vacancies		Applicants		Placings	
	1968	1969	1968	1969	1968	1969
Professional and Technical Workers	15	5	30	28	5	4
Administrative and Managerial Workers	10	6	8	34	1	4
Clerical Workers	1,005	869	5,642	4,569	694	556
Sales Workers	80	86	619	551	70	71
Farming, Forestry and Related Workers	1,417	1,085	2,243	1,897	936	844
Mining and Quarry men	238	50	158	60	90	40
Transport and Communication Workers	756	567	3,250	3,269	498	546
Craftsmen and Production	2,439	1,740	5,274	4,288	2,085	1,429
Domestic and Other Services	2,485	1,891	10,000	8,916	2,139	1,726
Unskilled Workers	10,889	6,248	42,520	33,580	6,118	5,760
Miscellaneous Workers	592	382	1,352	905	618	463
TOTAL	19,926	12,929	71,096	58,097	13,254	11,443

Employment of Women, Young Persons and Children

7. As a result of limited employment opportunities, the trend was towards the employment of adult male labour because of ability to use it in all types of unskilled duties including those requiring great manual effort. Great shortage of secretarial workers continued to be experienced during the year. There were, however, too many typists, mainly girls who had been poorly trained by private commercial institutions. These continued to find it difficult in obtaining typing jobs.

Dock Labour

8. The Harbours Corporation and Railway Corporation were separated during the year and head office of the former moved to Dar es Salaam.

9. Serious congestion at the port occurred during the year caused by refusal by workers to work overtime following a rejection of Sh. 10 wage increase which they considered too little. In its settlement, the dispute involved the Minister for Labour, top officials of Provincial Administration, Harbours Corporation and East African Cargo Handling Services beside the Dock Workers Union and COTU (K).

10. About 8,000 people were employed at the docks comprising:—

Monthly labour	4,300
Weekly labour	1,400
Supervisory and Clerical	1,600
Watch and Ward Staff	220
Casual	800
TOTAL	8,320

SECTION 2. WAGES AND HOURS OF WORKING

Collective Agreements between Employers and Workers

11. During the year under review various trade unions entered into agreements with various employers as indicated below. These agreements covered such vital subjects as redundancy, hours of work, annual leave, overtime payment, housing allowances and termination of employment procedures.

<i>Union</i>	<i>Number of Agreements</i>
1. Tailors and Textile Workers' Union	4
2. Kenya Plantation and Agricultural Workers' Union	1
3. Domestic and Hotel Workers' Union	1
4. Kenya Union of Commercial Food and Allied Workers	15
5. Kenya Chemical Workers' Union	8
6. Kenya Electrical Trades Workers' Union	1
7. Kenya Engineering Workers' Union	3
8. Kenya Petroleum Oil Workers' Union	1
9. Kenya Timber and Furniture Workers' Union	2
10. Kenya Shoe and Leather Workers' Union	3
11. Kenya Motor Engineering and Allied Workers' Union	2
12. Transport and Allied Workers' Union	8
13. Printing and Kindred Trade Workers' Union	6

Industrial Wages Regulation

12. Three existing Wages Regulation Orders were reviewed during the year. These were the Regulation of Wages (Tailoring, Garment Making and Associated Trades) Order; the Regulation of Wages (Petrol and Service Stations) Order and the Regulation of Wages (Building and Construction Industry) Order.

13. The Minister for Labour accepted and made orders giving effect to wage increases ranging between 5 per cent and 6½ per cent recommended by the relevant established wages councils in respect of these Wages Regulation Orders.

14. At the end of the year the following orders were in operation:—

- (1) The Regulation of Wages (Footwear Industry) Order, 1967.
- (2) The Regulation of Wages (Knitting Mills) Order, 1966.
- (3) The Regulation of Wages (Motor Engineering Trades) Order, 1967.
- (4) The Regulation of Wages (Building and Construction Industry) Order, 1967.
- (5) The Regulation of Wages (Petrol and Service Stations) Order, 1969.
- (6) The Regulation of Wages (Tailoring, Garment Making and Associated Trades) Order, 1969.
- (7) The Regulation of Wages (Hotel and Catering Trades) Order, 1967.
- (8) The Regulation of Wages (Domestic Servants) Order, 1967.
- (9) The Regulation of Wages (Agricultural Industry) Order, 1968.
- (10) The Regulation of Wages (Baking, Flour Confectionery and Biscuit Making Trades) Order, 1967.
- (11) The Regulation of Wages (Wholesale and Retail Distributive Trades) Order, 1968.
- (12) The Regulation of Wages (Road Transport) Order, 1968.
- (13) The Regulation of Wages (Laundry, Cleaning and Dyeing Trades) Order, 1968.
- (14) The Regulation of Wages (General) Order, 1967.
- (15) The Regulation of Wages (Rural General) Order, 1967.

Labour Advisory Board

15. As a result of changes in the leadership of the Central Organization of Trade Unions (Kenya), the Minister appointed new workers' representatives to the board after consulting the new leaders. No meetings of the board were held during the year.

Earnings

16. The comparative wage bill for employment in the "modern" sector was as shown below:—

K£ million

	1967	1968	1969
PRIVATE SECTOR			
Agriculture and Forestry	11.7	12.3	13.0
Private Commerce and Industry	62.2	67.6	69.5
Public Sector	62.9	67.1	71.5
TOTAL	136.8	147.0	154.0

Earnings by economic activity within the private sector are set out below:—

K£ million

	1967	1968	1969
Agriculture and Forestry	11.7	12.3	13.0
Mining and Quarrying	0.6	0.7	0.8
Manufacturing and Repairs	16.8	18.9	19.5
Building and Construction	4.0	4.6	5.1
Electricity and Water	1.4	1.4	1.8
Commerce	21.3	20.9	20.6
Transport and Communications	5.6	6.3	6.0
Other Services	12.4	14.1	15.8
TOTAL	73.8	79.1	82.6

17. During 1969, total earnings rose by about 5.6 per cent compared with an increase in employment of 3.4 per cent.

18. Earnings within the private sector rose for all categories of economic activity except transport and communications: the overall growth was 4.4 per cent. The highest growth in average earnings was in building and construction, mining and quarrying. It is interesting to note that both these sectors also recorded the highest drop in employment. This relationship underlines the economic conclusion that, other things being equal, average wages have a direct bearing on changes in the level of employment that is, when wages rise employment tends to fall or, at best, remain stationary.

Hours of Work

19. By and large, hours of work and weekly rest days are regulated by law and the average weekly hours of work in industries is now 45 hours per week. A number of medium firms have, through collective agreements, reduced the hours of work to an average of 39 hours per week.

Housing

20. The standard of housing accommodation and sanitation for labour in some of the sisal and sugar plantations leaves much to be desired. In sisal estates improvement could not be done because of the drop in sisal prices and lack of markets resulting in less sales and stockpiling. In the sugar industry small employers stated that they were unable to afford large sums of money required to provide better accommodation for their employees.

SECTION 3. INDUSTRIAL RELATIONS

Trade Unions

21. A number of trade unions which had not completed their general elections both at branch level and at national level in 1968, completed them in 1969. The Central Organization of Trade Unions (Kenya) also carried out its elections during the year. Arising out of COTU elections by the Governing Council, H.E. the President, on the advice of the Minister for Labour, appointed Mr. J. D. Akumu as the Secretary-General; Mr. J. Chege, Deputy Secretary-General and Mr. Juma Boy, Assistant Secretary-General. Mr. J. Karebe and Mr. W. Mukuna were respectively elected as President and Treasurer-General by COTU Governing Council. These elections were carried out in a very peaceful atmosphere which characterized the peaceful industrial relations scene for the rest of the year.

22. Towards the end of the year, a number of trade union officials stood as candidates during the National General Elections for Parliament and the following were elected to Parliament—

J. D. Akumu	K. N. Gichoya
Juma Boy	G. N. Onyulo
Abdallah	

23. During the year, the Government instructed the Kenya National Union of Teachers, Kenya Civil Servants Union, as well as civil servants who were members of the Kenya National Union of Journalists to disaffiliate from COTU (K). The Minister for Labour also issued an order declaring the teaching services an Essential Service in accordance with the provisions of the Trade Disputes Act (Cap. 234).

Trade Disputes

24. Fourteen Tripartite committee meetings were held in the year and processed 352 cases of reported trade disputes as compared to 339 cases in the previous year. The Kenya Union of Commercial Food and Allied Workers topped the list of aggrieved parties by reporting 83 cases, followed by the Kenya Motor Engineering and Allied Workers' Union and Kenya Chemical Workers' Union. The majority of disputes arose out of dismissals of union members and failure by disputing parties to conclude agreements on improved terms and conditions of service as demanded by workers' representatives.

25. As indicated below, a total of 124 strikes took place during the year. This was an increase of 31 over those recorded in 1968. The increase was largely due to trade disputes involving local authorities who were unable to pay teachers' salaries promptly and who failed to implement negotiated agreements with the Kenya Local Government Workers' Union. Apart from this, the industrial relations scene remained relatively quiet.

Year	Stoppages of work	No. of Workers Involved	Man-days Lost
1965	200	105,602	345,855
1966	155	42,967	127,632
1967	138	29,987	109,128
1968	93	20,508	47,979
1969	124	37,641	87,516

Boards of Inquiry

26. The Board of Inquiry appointed in 1968 to look into the deteriorating industrial relations in Chemilil Sugar Company reported its findings during the year. The issues before the Board of Inquiry were:

- (a) The dismissal of Mr. E. Rao;
- (b) the dismissal of seven men;
- (c) the alleged lock-out of 237 men; and
- (d) the causes of unhealthy industrial relations within Chemilil Sugar Company Ltd.

The findings of the board were subsequently discussed between the Ministry and the management who were very co-operative. On the first issue, the recommendation was that the dismissal should stand but that the company should give him an *ex-gratia* payment. This was done. With regard to the second issue, the seven men dismissed were to be taken back subject to the necessary disciplinary action. The 237 men were to be taken back gradually subject to their being available and subject to availability of jobs. On the question of the unhealthy industrial relations within the company, it was recommended and the company agreed, that a competent officer is appointed to be responsible for handling industrial relations matters so as to maintain healthy and peaceful industrial relations.

27. As stated above, the management was very co-operative on its approach which contributed greatly to the peaceful industrial relations for the rest of the year.

28. On 14th March, 1969, the Minister for Labour appointed another Board of Inquiry to inquire into the dispute between the Kenya Meat Commission, on the one hand, and the Kenya Union of Commercial Food and Allied Workers, on the other. The board was required to investigate:

- (a) the causes and circumstances which led to a dispute in December, 1968 and January, 1969 in respect of two employees who were discharged on 31st December, 1968; and
- (b) the causes of industrial unrest in the firm.

29. The Board of Inquiry was headed by Mr. G. G. S. Munoru, LLB. (Hons.) (Lond.), L.C.M. (Colombia), as the Chairman, and Mrs. Sarah Lukalo, Member of Industrial Court as a Member. Mr. G. G. Ware, Labour Officer who was appointed the Secretary was later on replaced by Mr. G. K. Nyawade, Labour Officer as the Secretary. The board had not submitted its findings by the end of the year.

30. Under Gazette Notice No. 2651 dated 22nd August, 1969, the Minister for Labour, under the powers conferred upon him under the Trade Disputes Act appointed a Board of Inquiry consisting of Mr. R. M. Mwilu as the Chairman and Messrs. P. E. D. Wilson and P. Kibisu as members. Mr. P. K. Ndenderu, Labour Officer, was appointed as the Secretary. The terms of reference for the board were:

"To inquire into the circumstances which led to the dismissal of Mr. Joseph Ojiem, an employee of Messrs. Bruce Ltd. and to determine as to whether or not the termination of Mr. Joseph Ojiem's services on 1st August, 1969, was justified."

31. The report of this Board of Inquiry had not been submitted to the Minister by the end of the year.

SECTION 4. INDUSTRIAL COURT

Members

32. On 24th September, 1969, Mr. Saeed Cockar was reappointed President of the Kenya Industrial Court by the Chief Justice of Kenya, for the next three years. In reappointing Mr. Cockar, the Chief Justice paid a glorious tribute to the work and leadership which had been provided to the Court by Mr. Cockar since his initial appointment. He noted that the court had been a great success as evidenced by the number of disputes which it had already adjudicated—264 by that time, and the way in which the awards made by the court had been accepted by both workers and employers. The occasion was also attended by the Minister for Labour, the Hon. Ngala Mwendwa, the President of the Federation of Kenya Employers, Sir Colin Campbell, and the Secretary-General of COTU (K), Mr. Denis Akumu.

33. Mr. R. M. Mwilu and the Hon. Mohamed Jahazi, were appointed as Vice-Presidents of the court on the 5th of September, 1969, for a period of two years. However, at the end of the year, the Hon. Mohamed Jahazi resigned from this post because of his appointment as an Assistant Minister in the Government. The following people represented employers at the Industrial Court during the year:

Messrs. J. G. Griffin	Messrs. E. P. Gatata
J. T. Wilson	J. Carroll
P. E. D. Wilson	J. Odaga
L. J. Deacon	C. Kioko

and the following represented the employees:

Messrs. D. M. Gitau	Messrs. L. Farra
Dr. N. C. Otieno	L. Nzioka
Sarah Lukalo (Mrs.)	Hon. K. Mwunyi
J. M. Waitegi	J. Ochino

34. The court registered 51 cases during the year which showed an increase of one case over the number of cases registered in 1968. However, the court heard 56 cases and made awards on them during the year. This meant that the court heard some cases which were registered in 1968. Of the 51 cases registered during the year, only one case was referred to the court by the Minister for Labour, the rest having been referred to the court voluntarily by the disputing parties.

35. In Cause No. 17/68 between the Motor Trade and Allied Industries Association and the Motor Engineering and Allied Workers' Union the Association applied to the court during the year for an interpretation of an award which the court had previously made on retirement benefits. After the court had given a ruling on this dispute, the association asked the High Court to quash the Industrial Court's ruling but the High Court upheld the Industrial Court's ruling by stating that the Industrial Court was empowered to decide on any terms and conditions of employment, including disputes arising out of staff frustrations.

36. In Cause No. 7/69 between the Domestic and Hotel Workers' Union and Pandya Memorial Clinic and H.H. the Aga Khan Hospital, the court made an award that since the parties had agreed that the Senior Labour Officer, Mombasa, should give a final and binding ruling, he should be asked to do so.

37. The President of Kenya Union of Commercial Food and Allied Workers lodged a complaint with the court for an application for leave to appeal against an order which had been made by the Minister for Labour concerning a strike at the Kenya Meat Commission factory at Athi River. During the hearing of this

application, the court was informed that this order had already been revoked by the Minister and the only thing which remained was the question of costs. The court made an order that the parties should try and settle the question of costs between themselves and refer the matter back to the court if there was no agreement. The year ended before the court heard anything from the parties.

38. During the same period the President of the Kenya Industrial Court took part in hearing seven disputes registered with the East African Industrial Court, out of which he presided over two disputes. The court sat in Nairobi, Arusha and Kampala respectively.

39. Both the employers and the unions continued to have confidence in both the Kenya Industrial Court and the East African Industrial Court during the year. It was hoped that this confidence would continue in the coming year.

SECTION 5. BOARDS AND CONFERENCES

International Labour Organization Governing Body

40. The 174th Session of the Governing Body of the International Labour Organization met in Geneva in March, 1969, after the meetings of its various committees which had met in February, 1969. Kenya was represented by Mr. T. K. B. Mbathi, Permanent Secretary.

41. Among the items agreed upon was the question of protection against hazards arising from benzene. It was decided to include this item on the agenda of the 171st Session of the International Labour Conference. The Governing Body also endorsed the report of the Committee of Experts on the determination of member States of Chief Industrial Importance that there should be no change in the list of the 10 states, i.e. Canada, China, France, the Federal Republic of Germany, India, Italy, Japan, the U.S.S.R., the United Kingdom and the U.S.A.

42. It was also agreed to request the Government of member States to supply reports under Article 19 of the Constitution on the following instruments, namely:—

- (i) Discrimination (Employment and Occupation) Convention, 1958 (No. 111).
- (ii) Discrimination (Employment and Occupation) Recommendation, 1958 (No. 111).
- (iii) Employment Policy Convention, 1964 (No. 122).
- (iv) Employment Policy Recommendation, 1964 (No. 122).

43. The 175th Session of the Governing Body met in Geneva in May preceded by the usual committee meetings early in the month. Among the items agreed upon was the agenda for the 56th Session (1971) of the International Labour Conference.

44. The 176th Session of the Governing Body met on the 26th June, 1969 and among other items agreed upon was the appointment of the Governing Body Committee, including those of the Regional Advisory Committee as well as the agenda and programme of the committees and their various meetings.

45. The 177th Session of the Governing Body met in November, 1969. The Governing Body discussed various reports referred to it by its technical committee on contribution of the I.L.O. to the United Nations Second Development Decade; the report of the study group set up to examine the labour and trade unions'

situation in Spain and questions referred back to it by the Committee on Programme and Structure set up by the 53rd Session of the International Labour Conference. The meeting also fixed the agenda for both the 55th (Maritime) Session, 1970 and the 56th Session (1971) of the International Labour Conference.

53rd Session of the International Labour Conference

46. The conference met in Geneva from 3rd to 25th June, 1969. Kenya was represented by:—

Mr. T. K. B. Mbathi	Permanent Secretary
Mr. J. B. O. Omondi	Senior Labour Officer
Mr. D. Richmond	(F.K.E.) representing employers
Mr. J. D. Akumu	(C.O.T.U.) representing workers.

47. The Minister for Labour, Hon. E. N. Mwendwa, M.P., attended the Conference as a Visiting Minister and addressed the plenary session on the subject of "World Employment Programme".

48. Among the officials of the conference, Mr. Jean Mori, a workers delegate from Switzerland, was elected president of the conference. The agenda for the conference was as follows:

- (i) Report of the Director-General;
- (ii) Programme and budget proposals and other financial questions;
- (iii) Information and reports on the application of Conventions and Recommendations;
- (iv) Labour inspection in agriculture (second discussion);
- (v) Revision of Conventions Nos. 24 and 25 concerning sickness insurance (second discussion);
- (vi) Holidays with pay (first discussion);
- (vii) Minimum wage fixing machinery and related problems, special reference to developing countries (first discussion);
- (viii) Special Youth Employment and training schemes for development purposes (first discussion);
- (ix) General review of the report of the Working Party on the Programme and Structure of the I.L.O. submitted to the Conference by the Governing Body.

49. This was a historic conference as it marked the 50th anniversary of the I.L.O. At this conference delegates were addressed by His Holiness, Pope Paul VI, United Nations Secretary-General U Thant, Emperor Haile Selassie of Ethiopia, President Kenneth Kaunda of Zambia and President El Hadj Ahmadour Ahidjo of Cameroon.

50. Among the most important items discussed by the conference was the world employment programme. The conference also adopted two new conventions and two new Recommendations concerning agriculture, medical care and sickness. Discussions were also held on Holidays with Pay Convention No. 52, Minimum Wage-fixing Machinery Convention No. 26 and on Special Youth Employment and Training Schemes.

51. Kenya was elected a member of the Governing Body for the period 1969-1972 as a titular member. The new I.L.O biennial budget of \$61.5 million for the year 1970-71 was approved.

3rd African Regional Conference

52. This conference met in Accra, Ghana from 6th to 18th December, 1969. Thirty-one independent African countries attended the conference as full members, whereas Malawi was represented by an observer delegation. Other observer delegations included the United Nations Economic Commission for Africa, the Organization of African Unity, the League of Arab States, the African Development Bank and International Employers and Workers' Organizations, Kenya was represented by a tripartite delegation consisting of:—

Mr. J. M. Mutugi—Deputy Labour Commissioner (Government delegate and leader of the delegation).

Mr. J. B. O. Omondi—Senior Labour Officer (H.Q.) (Government delegate).

Mr. J. N. Munene—Assistant National Treasurer (COTU) (Workers' delegate).

Mr. D. Richmond—Executive Officer, F.K.E. (Employers' delegate).

53. The conference endorsed three items on the agenda, i.e.:

(i) EMPLOYMENT POLICY IN AFRICA INCLUDING PROPOSALS FOR A JOBS AND SKILLS PROGRAMME FOR AFRICA

The conference agreed that employment policy had become vitally important politically, economically and socially. Politically because unemployment breeds political instability and confusion. Economically because it is a source of economic momentum; by expanding purchasing power it expands the internal markets necessary for expanded production. Socially because it creates the vital sense of belonging to the community and having a respected place in it. In this connexion, the conference endorsed a Jobs and Skills Programme for Africa as a framework for national, regional and international action to accelerate the creation of productive jobs and the development of manpower skills.

54. The Jobs and Skills Programme has been accepted as the African component of the I.L.O.'s World Employment Programme which forms the main I.L.O.'s contribution to the United Nations Second Development Decade.

55. It will be a long-term programme to combat Africa's growing unemployment problem. Developed countries were urged to lend full support to the programme by increasing their technical aid to African countries. The I.L.O. would set up a regional team of employment and training specialists to assist countries in carrying out the programme.

(ii) LABOUR ADMINISTRATION, INCLUDING LABOUR INSPECTION IN AFRICA

56. The conference adopted detailed resolutions for strengthening labour administration and inspection services in Africa. It was felt that social policy whose main vanguard is the Ministry of Labour should be given the same importance and priority in every country and not to be considered as inferior to other fields like finance, economic planning and internal security.

57. A concrete programme for the I.L.O. action was put forward including the recommended establishment, with support of governments, of a Regional Labour Administration Centre for English-speaking African countries.

(iii) TECHNICAL CO-OPERATION IN AFRICA INCLUDING AN INTEGRATED PROGRAMME FOR THE PROMOTION OF ADEQUATE NATIONAL INSTITUTIONAL ARRANGEMENTS

58. The conference welcomed the growth of technical co-operation activities in general but observed that the volume of such activities still fell far short of the actual needs of the developing countries. It, therefore, called for a substantive increase in development aid from all sources.

59. The I.L.O. in particular was asked to ensure that its overall programme in this field would be a balanced one, due emphasis being put on the improvement of conditions of work and life and the development of social institutions and human resources. The conference proposed the establishment of a national co-ordinating and consultative body in each country. Employers' as well as workers' organizations should participate in the working of this body.

60. The conference adopted a resolution urging the I.L.O. to investigate the problem of the departure of counterparts from I.L.O. sponsored and supported projects in Africa and to find out the extent and causes of such an outflow and to suggest measures aimed at preventing the outflow.

The African Labour Ministers Conference

61. The 8th Session of the African Labour Ministers Conference met in Algiers from 10th to 15th March, 1969. Kenya was represented by the Minister for Labour, Hon. E. N. Mwendwa, Mr. T. K. B. Mbathi, Permanent Secretary, Mr. J. B. O. Omondi, Senior Labour Officer. Besides the 34 delegations from 34 independent African countries, the conference was attended by representatives of the O.A.U. Secretariat. It was at this meeting that the Central African Republic, Kenya, Libya, Nigeria and Upper Volta were selected to present their candidature for the five African titular seats and the Peoples Democratic Republic of Algeria, the Republic of Congo (Brazzaville) for deputy member candidates seats during the forthcoming Governing Body elections in June. It was further agreed that all the African member governments of the International Labour Organization were to support the above candidates. With regard to the 9th Session of the Conference, it was agreed that it should be held in Lusaka in March, 1970.

Visits

62. Mr. George Weaver, Chairman of the Governing Body of the I.L.O., visited Kenya during the first week of April, 1969 to represent the Director-General in the celebrations marking the 50th anniversary of the I.L.O. in Kenya. The highlight of his visit was marked by a public lecture he gave at the University College, Nairobi, on the I.L.O.'s past, present and future activities. He recalled that despite the troubled years from 1919 to 1969, the I.L.O. had survived in its endeavours to promote social justice. He stressed the fact that the next 50 years would require even greater efforts from all concerned.

SECTION 6. FACTORY INSPECTORATE

Industrial Development

63. The year saw increased activity in industrial development with 6,131 factories registered at the end of the year as compared to 5,947 at the end of 1968. The hotel industry saw the completion of two modern and international standard hotels in Nairobi, namely Hilton and Inter-Continental hotels.

64. A factory to manufacture semi-refined No. 2 edible oil and cattle cake estimated to cost approximately K£20,000 was completed in Voi township. This factory was visited by the inspectorate during its construction phase and when completed. Another factory to manufacture polythene and ordinary paper bags went into production in Mombasa. Kenya Co-operative Creameries Ltd. completed two factories during the year—one in Nairobi and the other at Kiganjo. The one in Nairobi incorporated the head office of the co-operative. The one at Kiganjo is an indication of the interest being shown to dairy cattle by farmers in Central Province. In Limuru the Bata Shoe Company finally opened their artificial leather section.

65. The Acif Company in Thika was putting up a new building for manufacturing jute bags. When completed, the present factory would be vacated and used as a godown. A new tyre retreading factory whose tyre moulds would be electrically heated was opened in Nairobi during the year. Construction continued during the year on the first East African Satellite Station just outside Nairobi.

66. Motor vehicle firms were busy during the year constructing and moving into new and more spacious workshops mainly in Nairobi.

Inspections

67. Inspections and visits carried out during the year were as indicated below:—

Factories with power	237
Factories without power	15
Dock	27
Building	2
Special visits to factories with power	171
Visits to non-factory premises with hoists and lifts	4
Visits to non-factory premises with steam boilers	14
Visits to building construction sites	2
Visits to places not under the Act	93
TOTAL	965

SAFETY

Accidents—General

68. Factory accidents reported during the year totalled 1,666 of which two were fatal. This shows an improvement over 1968 when 1,818 cases were reported three of which were fatal. This improvement was attributed to the fact that for the first time in about three years, there were three Inspectors of Factories on the run around the country. There were, however, 2,839 miscellaneous accidents during the year, which do not come under the Factories Act. They were mostly in motor vehicle workshops and in agriculture.

69. Of the factory accidents, the following breakdown shows the distribution by causation. The figures are given as percentages of the total number of accidents. The ones in brackets are for 1968.

<i>Cause</i>	<i>Percentage of Total</i>	
Prime movers	0.00	(1.11)
Transmission machinery	0.72	(1.71)
Lifting machinery (power-driven)	0.84	(1.44)
Lifting machinery (non-power-driven)	0.00	(0.39)
Woodworking machinery	6.13	(5.45)
Metal working machinery (power presses and abrasive wheels)	2.64	(3.64)
Sisal machinery	0.72	(0.39)
Nip accidents in rollers, etc.	0.34	(0.72)
Other power-driven machinery	18.44	(13.16)
Other machinery (non-powered)	0.00	(0.11)
Railways (locomotives and rolling stock)	0.00	(1.39)
Ships (including boats, etc.)	0.00	(0.06)
Vehicles (other than railways)	0.84	(1.16)
Steam pressure plant	0.00	(1.65)
Electricity	0.48	(0.39)
Explosions	0.12	(0.44)
Fires	1.02	(1.21)

<i>Cause</i>	<i>Percentage of Total</i>	
Gassing and poisoning	0.12	(0.11)
Molten metal and other hot or corrosive substances ..	5.95	(2.86)
Use of hand tools not powered	9.96	(10.69)
Falls of ground	0.00	(0.06)
Struck by falling objects	4.02	(2.02)
Falls of persons	6.00	(7.93)
Stepping on objects	1.02	(1.66)
Striking against objects	3.00	(6.28)
Handling of goods or articles	33.80	(34.00)
Animals (including animal bites and kicks)	0.00	(0.11)
Miscellaneous accidents	2.82	(1.88)
Accidents not adequately described	0.42	(0.89)

70. The pattern of accidents as shown in the above table brings out some interesting comparisons. Of particular interest is the percentage for handling—which for all practical purposes, seemed to be remaining steady and high.

Machinery Accidents

71. One accident took place on a paper-cutting guillotine where the machine was of the two-hand-operated button type. The buttons were far apart to be operated by one hand. While the injured workman was still placing papers for trimming in the machine, the controls failed to work and the blade descended on to his hands causing a minor cut to one of them. It must not, however, be forgotten that a frequent and bad practice by a number of users of this type of machine is the jamming of one of the buttons which makes it easy for him to use only one hand while the other hand is free to do other jobs. Workers will never agree that this is exactly what they had done unless caught red-handed.

72. Almost identical to the accident described above was an accident which involved a soap stamping machine. The machine had two levers. It could not be operated unless both levers were depressed simultaneously by both hands. The operator who overcame this by jamming one of the levers by pushing a nearby table on to it ended up chopping off the tip of one of his right-hand fingers. The right hand was placing the cake of soap to be stamped in the slot when the left hand, apparently too quick on pulling the free lever, brought the unguarded tool down to the dismay of the other hand. The Engineering Inspector produced a device which would make it impossible to pull/depress the lever unless and until the shrouding guard had been pulled down over the stamping area.

73. Another accident investigated in the same factory involved a bar stamping machine. A small opening at the discharge end afforded access to the stamping area through which a man lost the tip of the middle finger of his right hand. The discharge end which had an interlocked guard could not, however, be relied on as anybody could jam the button and continue using the machine with the guard up. The firm was advised to close the unnecessary gaps in the whole machine and also interlock it in such a way that it would "fail to safety". The owners of the factory were fully convinced that nothing more could be done on the machines involved in the accidents discussed above. In such cases it takes a lot of patience to convince the owners of the need for change in attitude and practice.

74. There was plenty of co-operation with the Factory Inspectorate in Uganda on the question of photo-electric guards. The aim had been to maintain identical standards and avoid the usual questions such as if a certain standard is acceptable in Kenya, why not in Uganda and vice versa? With this co-operation the importers of machines reached the conclusion that they had to bring in the best or else they would not be able to sell them across the border.

75. A fatal factory accident took place at a spinning mill in Nairobi. A man who was employed in an area where cotton bales had been stacked suffered fatal injuries when one of the bales fell on him. This accident which happened in June was never reported to the Factories Inspectorate until late in September. The report never mentioned the fact whether it took place in a factory or not. It has been the practice that any fatal factory accident was always communicated to the Inspectorate by phone even prior to the body having left the scene and for this reason it was assumed in this case that it was not a factory accident.

76. A second fatal accident took place in the Grogan Road area of Nairobi where a man who had completed drilling holes through the ends of a 200 litres (44 gallons) drum proceeded to fit a pipe through it for eventually welding. The drum originally contained some fairly heavy lubricating oil having been used for storing some highly volatile liquid such as petrol. As soon as the man proceeded to carry out the welding process, both ends of the drum blew off. One of them went into the direction of a worker who was standing some 2.8 metres (8 feet) away and dealt him a fatal blow.

77. A man was working at a horizontal two-roll rubber mixing mill which was equipped with the fixed distant guard and an overhead trip bar. He went under the distant fixed guard and got his fingers into the rubber being mixed. The fingers were drawn into the nips far enough to cause him to lose all the fingers of the left hand before the trip bar could be reached. This kind of mill should have been fitted with brakes. The firm was strongly advised to fit brakes on all their rubber mixing mills.

78. An accident investigated towards the end of the year involved a man working at a fairly modern meat mincing machine which was electrically operated. The discharge end had a bent spout which was approximately 30 cm. (12 in.) long. This looked quite safe at first sight—before this accident. The operator pushed his right arm up the spout in order to clear a blockage without stopping the machine. His fingers came in contact with the revolving worm and were badly lacerated. Although the operator's action in trying to clear the blockage without stopping the machine was extremely foolish, yet this could have been effectively guarded against quite easily. A piano wire grip at the discharge end would have been quite sufficient to prevent this accident happening. The firm was advised to carry out this modification. This will make it necessary for the operator to stop the machine prior to opening anything. As it was, at the time of the accident, a person could quite easily, without thinking about it, push his hand/arm up the spout.

Fires

79. A fire broke out in a tyre-retreading factory in Nairobi and threatened to wipe out the entire line of factories in the area. The actual factory struck was completely destroyed. This fire was, apparently, started by a spark from the electrical equipment on the spraying machine. This ignited the tyre being sprayed and almost instantaneously the whole building was engulfed in fire. The fire broke out about a week after an Inspector had been to the place and pointed out the fire risks they were running and instructed them to do something about it. The factory was extremely dirty and dusty. Had they acted on the Inspector's advice right away, they could have saved themselves this tremendous loss.

Equipment

80. There was an increase of 63 new boilers over the previous year. The total number of boilers as at the end of the year was 930. Hoists and lifts also were on the increase. The main contributor here was the hotel industry. A lot of new

multi-storeyed hotels installed more than one lift each. There were 395 hoists and lifts registered in the country. This exceeded the number for the previous year by 31.

Legal

81. In Western Province there were two firms which had proved difficult to deal with. Many letters were written without any response from them nor did they take any action to improve working conditions. Court Orders were applied for to close the factories involved and these produced very encouraging reaction. A lot of work was done to comply with the advice of the Inspectorate and as a result, it was decided to ask the court to withdraw the orders.

Cellulose

82. Although the standard in most of the existing painting booths, etc., is very poor, there has been a definite upsurge for the better amongst the new ones. Most new booths have complied with the regulations as closely as possible. The need for the intending occupiers and their architects to submit plans for scrutiny prior to setting out to build would save all concerned trouble and time.

Docks

83. Work done in Mombasa at the docks has been sporadic as there is no resident Inspector in Mombasa. However, the sporadic visits to Kilindini definitely had good effect on a number of organizations. The Cargo Handling Services made a concerted effort to have proper registers of their lifting equipment and also instituted routine examinations as demanded by law.

84. Accidents reported from the docks were not as serious as in previous years. It was evident in the preceding years that the management of many firms did not extend co-operation to its safety officers who had little experience. This state of affairs was extremely dangerous. The Factory Inspectors took the opportunity to discuss the matter frankly with the management of the Cargo Handling Services in the presence of the safety officers and it can be reported that there has been definite signs of co-operation between the two sides. This has resulted in an improvement in safety precautions both on board the ships (e.g. the proper lashing or securing of hatch beams) and on the overall better standard of the stevedoring personnel.

85. Inspections of ships revealed that most of them carried registers showing that ships' gear was properly inspected except for a few. Some Chief Officers claimed that this had been done prior to setting out on the current voyage but without the necessary records. This was difficult to believe. Inspectors were advised to insist on seeing records prior to leaving ship.

86. It was noticed during the year that the escape ropes from the docks were not renewed when either broken or worn out. Walking along the quayside one could hardly see a single such rope. This was brought to the attention of the appropriate powers to deal with.

87. There were 264 dock accidents of which two were fatal. A man who had been on duty at night was found the following morning lying in one of the ships' holds with injuries. It was apparent that he had fallen from the top deck. He died later. The Chief Inspector of Factories was informed of this more than three months later. As the case was not a clear one and in view of the fact that the ship was long gone, investigation was not instituted.

88. A second fatal accident was a more difficult one to associate with the handling of cargo. A man was found dead one morning at his place of work. He had been on night duty. There were no signs of apparent foul play or other suspicious acts. It appeared to have been natural death. No investigation was carried out as no one was forthcoming with any information.

89. Despite the two fatalities it might be pointed out that with the engagement of safety officers by the cargo handling firm, standards had definitely risen.

Health and Welfare

90. There was a case of industrial/occupational disease reported from Mombasa which, on investigation, proved not to fall within the Act. There had been doubt as to whether it fell within the purview of the Act or not but since the work done at this particular laboratory was of no immediate value to factory operations it was decided not to pursue the investigation.

91. There was a marked improvement in standards provided for in the Act. Many new buildings were put up with particular emphasis on the comfort of the workers. It appears that people were getting the message that a contented worker was more productive. A number of new factories have made provision for workers' own clothes to be properly kept while at work. A few have installed lockers for this purpose while others have put aside a room for people to dry their own clothes, if wet.

92. First-aid facilities continue to be a problem. It was not unusual to find a box with a red cross marked on it but once opened, spanners, screws, etc. would be found there. Even where an attempt had been made to provide first-aid appliances, they were kept so dirty that one could not see how they could possibly pass for first-aid use. Where such cases were discovered, the situation was normally pointed out to the owners and told to clean the box and supply fresh and clean appliances.

Building and Engineering Construction Works

93. With the increase in the erection of tall buildings, etc. in the country, the necessity for introducing rules covering this field has become a pressing issue. A number of bad accidents have been reported from this particular industry but because there are no rules covering it, no action was taken. Buildings go up without proper scaffolding, etc. A fatal accident described below occurred in the construction industry during the year.

94. A man who was clearing odd bits of stone on an upper floor discharged these to the ground without giving prior warning to those underneath. One of the stones he discharged landed on the head of one of the workers who was working from underneath the building. He died shortly after the accident.

SECTION 7. WORKMEN'S COMPENSATION

95. The total number of accidents reported under the Workmen's Compensation Act (Cap. 236) during the year was 4,555. Of these, 128 were fatal; two were permanent total incapacity; 302 resulted in permanent partial incapacity while 1,779 resulted in temporary incapacity for a period of at least three consecutive days. In the remaining 2,344 cases, medical reports as to the resulting incapacity had not been received by the end of the year. An analysis by industry of all reported accidents showing the degree of incapacity (where known) is given in Table I of the Appendix.

96. The total number of accidents reported during the year increased from 4,167 in 1968 to 4,555. It was disappointing to note that fatal accidents increased by 51 cases from 77 to 128. Thirty of these occurred in transport, storage and communication; 28 in agriculture; 28 in services; seven in commercial industries; two in the electricity and sanitary services; 17 in building and construction; 14 in manufacturing and repair industries, and two in mining and quarrying. Of the 28 fatal accidents that occurred in the agricultural industry, one involved a juvenile. Taking all accidents into consideration, the greatest number occurred, as usual, in the manufacturing industries with 2,049. This is, however, slightly lower than that for the previous year by 151. Transport, storage and communication followed with 776 and agriculture came third with 614 cases. Government and business came fourth with 485; building and construction came fifth with 439; commerce sixth with 124; electricity and sanitary services followed with 47 and mining and quarrying 21.

97. Compensation paid out during the year in respect of fatality or permanent incapacity amounted to KSh. 1,870,361 (K£93,518.5). This figure fell from that of the previous year (K£99,726) by K£6,207.5. Besides, amounts incurred in respect of temporary incapacity and paid out in the form of periodical payments was KSh. 734,962 (K£36,748.1). The total was K£130,266.6, a drop of K£6,625.4 from that of 1968.

98. Analyses of the causes of accidents, and of the nature and location of the injury sustained are given in Tables 2 and 3 of the Appendix. Handling without machinery (1,404) was the largest cause of all accidents. As in all previous years, stepping over or striking against objects came next with 894 accidents followed by transport vehicles (647) (locomotive 23 and other vehicles 624); hand tools with 479. Machinery 624 (power driven 620 and non-power driven four); miscellaneous 226 and other hot or corrosive substances 139; animals 54; fire and explosion 31; gassing, poisoning of objects 15 and electric shock two. With regard to the nature of various accidents, cuts and lacerations accounted for approximately 42 per cent of those classified; fractures approximately 12 per cent; concussions and abrasions 8 per cent, whereas punctured wounds and amputations tied up with 5 per cent each; upper extremities (fingers and other) involved 37.2 per cent of all classified injuries.

99. The Post Office Savings Bank deposits held in trust by the Registrar of Workmen's Compensation amounted to K£16,627.8 at the end of the year. Various withdrawals made during the year amounted to approximately K£2,726.5.

PART II—VOCATIONAL TRAINING

National Industrial Vocational Training Schemes

100. The Apprenticeship Training Scheme for general engineering and building and civil engineering trades came into operation on 1st January, 1969. Both schemes were drawn up on similar lines as the one for the motor industry. The practical training for the mechanical engineering apprentices includes use of tools, machine shop practice, general fitting, turning, milling, grinding and basic welding. The minimum theoretical training consists of a course leading to the City and Guilds Final examination in Mechanical Engineering Practice or equivalent course comprising crafts practice, workshops technology, engineering drawing, science and calculations. Similarly, the electrical engineering apprentices should have corresponding practical and theoretical training in electrical engineering. Woodworking and building apprentices also receive practical and theoretical training related to either woodworking or building trades. The minimum theoretical training is based on Kenya Polytechnic's Building and Woodworking Craft Course or its equivalent.

101. Under the Apprenticeship Training Scheme for the building and civil engineering industry 32 apprentices were recruited from technical schools in Kenya and started training at the centre in early March, 1969 for a period of three months. Six apprentices from one firm started a three-month practical training on general engineering trades.

102. The centre also carried out a six months' training scheme on behalf of the Ministry of Education for instructors who would ultimately be teachers in the technical schools in the country. This exercise was done in collaboration with the Ministry of Education and the Kenya Polytechnic.

Apprenticeship Board

103. A final meeting of the sub-committee of the Apprenticeship Board was held in January, 1969 to consider the recruitment, training and working conditions of apprentices in the building and construction industry. Its deliberations were later discussed in the meeting of the Apprenticeship Board which was held in March, 1969. The board also considered and finalized the deliberations of another sub-committee that dealt with similar training conditions in the general engineering trades. In both cases, the board recommended to the Labour Commissioner to publish and make operative the two training schemes with effect from 1st January, 1969. The board also decided that consideration should be given to training schemes for periods of apprenticeship to be less than four years and lower entry qualifications than the present minimum of two years secondary education.

Other Training Proposals—Industrial Training Levy

104. Preliminary discussions between the various interested parties continued throughout the year on the Government decision to incorporate the training levy in the proposed amendment of the Industrial Training Act (Cap. 237). By the end of the year everything was ready and it was hoped that the Bill would be published early in 1970. The purpose of the Industrial Training Act is to ensure an adequate supply of trained personnel at all levels in the industry and secure improvement in the quality and efficiency of industrial training. In order to achieve this goal the industrial training must be adequately financed. The Kenya Government, with the technical assistance from the United Nations Development Programme (Special Fund) has embarked on the project of industrial training in the country. This source of finance for industrial training has been found to be inadequate. In order to augment this finance, it was decided to increase participation of the private sector in the industrial training by the introduction of a system of sharing its cost more evenly among the firms. The aim is to make each employer increase his training effort. This system of sharing the cost is to be achieved by the imposition of a training levy system.

105. Among the proposed amendments of the Act are the provisions to allow the establishment and functions of training committees for particular industries. These committees would be composed of persons from employers associations, trade unions and Government. A National Industrial Training Council would also be established under the amended Act to advise the Minister on training in general as well as the operations of the training levy. Its membership would also be on a tripartite basis. The Minister for Labour would make levy orders on the advice of the National Industrial Training Council.

106. It is also proposed to widen the Industrial Training Act by extending it to more forms of training and to a greater number of occupations in the industry. As the levy fund grows in size it is intended that those firms which will be carrying out their own approved training programmes would be reimbursed the whole or part of the cost of the training facilities including fees, instruction costs, wages,

materials, etc., depending on the recommendations of the relevant committee to the council and ultimately to the Minister. It is expected that this move will encourage the employers to make suitable training facilities for their employees.

Registration of Apprenticeship Contracts

107. During 1969, 253 contracts were registered under the Industrial Training Act; 240 being for apprenticeship and 13 for indentured learnership. An analysis of this registration by trade and type is given at Table 4 of the Appendix. The figures for contracts registered during 1969 represents an increase of 33 in respect of apprenticeship contracts and decrease of 44 in respect of indentured learnership. Table 5 of the Appendix gives details of contracts registered and completed or otherwise terminated during 1969.

Trade Testing

108. During 1969, 6,102 trade tests were conducted, an increase of 1,509 over the figures for 1968 (see Table 6 of the Appendix). Engineering, woodworking and electrical trades registered marked increases.

PART III—MANAGEMENT TRAINING AND ADVISORY CENTRE

General

109. During the year under review, the activities of the centre were stepped up considerably. The centre undertook management training, training of foremen and supervisors, and carried out several consulting assignments.

110. The centre conducted a total of 49 normal courses for 692 participants; two refresher courses for 58 participants; eight consulting assignments and one business efficiency exhibition.

Courses and Consultancy

Industrial Engineering

111. The centre organized nine courses with a total of 80 participants. The courses, more varied than in the past, and catering for more participants than previously, comprised three courses on critical path techniques attended by 34 participants; two courses on maintenance management attended by 20 participants; two courses on maintenance supervision attended by 26 participants and two courses on work study.

112. The centre carried out a number of preliminary surveys. There was one on mechanical workshops and management accounting, for the E.A. Cargo Handling Service Ltd. There was another on mechanized accounting for the East African Building Society and a report thereof was produced in April, of the same year. There was also one for the Kenya Coffee and Marketing Board, and a report was produced in September. This report led to an evaluation whose object was to assess a suitable computer to mechanize the accounts.

113. The centre management accounting conducted courses as follows: financial management for co-operative managers for 14 participants; two courses on purchasing management for 26 participants; four courses on how to start a retail/wholesale business for 89 participants and one course on management accounts for 14 participants. All in all, there was a marked increase in the number of participants for the various courses.

Marketing and Sales Management

114. The centre conducted three courses on marketing for new African wholesalers attended by 14 participants; one course on sales supervision attended by 10 participants; one course on marketing management for trade advisory officers attended by 26 participants; and one course on salesmanship and sales supervision for eight participants.

115. Four lectures on marketing strategy were given to management courses (for Shell Chemical of E.A. Ltd.) during the year. The centre also carried out a preliminary survey on marketing and sales aspects of transport of commodities for the E.A. Railways and Harbours and a report thereof was produced in June that year.

Office Organization and Management

116. During the year, the centre made a preliminary survey of the operation of the Nairobi provincial and district labour offices for the Ministry of Labour. A report on the reorganization of the administrative and secretarial services for the Management Training and Advisory Centre was also compiled in July. A series of courses was conducted by the centre comprising three courses on office organization and management for 33 participants; three courses on storekeeping and stock control attended by 75 participants; one course in modern business writing attended by 24 participants and one course in effective public speaking for 10 participants.

Personnel Management

117. The centre conducted six courses attended by 68 participants. Two courses each were on personnel management, industrial relations and faster reading. A survey into the recruitment of assistant telecommunications controllers for E.A. Posts and Telecommunications was also conducted by the centre. A few lectures were given to bodies outside the centre—Kenya Co-operative College, Railway Training School, the Kenya Institute of Administration, the E.A. Staff College Adult Studies Centre, Kikuyu.

Supervisory Training

118. The centre conducted six courses in which 91 participants took part and two refresher courses for 58 participants.

PART IV—NATIONAL YOUTH SERVICE

119. Throughout 1969, the Kenya National Youth Service continued its dual role of training young people and of carrying out varied projects in aid of the National Development Plan. The year was one of steady progress in both fields, with energetic effort on the part of officers and civilian staff, and high morale on the part of the servicemen and women.

120. The service continued to operate from seven main units at Nairobi—A holding unit serving the Headquarters and the central stores and workshops; *Gilgil*—basic training of recruits and the service's central education unit; *Mombasa*—the hub of the service's vocational training programme; *Yatta*—Farming; *Turbo*—Farming; *Archer's Post*—road project work; and *Naivasha*—the basic training mostly of temporary nature, service the development projects outlined below.

121. By the close of 1969, 12,550 young Kenyans had been enlisted in the service (11,800 boys and 750 girls), of whom 2,831 were currently serving. The strength of the service at the end of the year was:

Uniformed officers	69
Civilian Staff	194
Servicemen	2,478
Servicewomen	353
						<hr/> 3,121 <hr/>

122. The majority of leavers returned to their rural areas and no survey was carried out to ascertain their subsequent progress on the land. However, a significant percentage of leavers were placed directly into paid employment (the number had exceeded 3,000 by the end of the year). Reports on this group were good, and there was continuing enthusiasm on the part of employers to offer jobs to ex-servicemen and women. There were numerous instances of service personnel gaining good jobs on the strength of their discipline and manners in the face of stiff competition from non-service candidates with much higher educational qualifications.

Projects

123. The year saw the successful conclusion of one of the service's biggest projects—the construction of 70 miles of road to give all-weather access to the Kindaruma Hydro-Electric Scheme in the Eastern Province. On the service's other large project—the Kenya-Ethiopia Road—progress was also very good despite numerous problems arising from the remoteness of the area. At the end of the year, the service's project sub-unit was encamped at Laisamis, 100 miles from the road's starting place at Isiolo. Work on flood embankments continued in Nyanza. The service also completed the construction of an airstrip at Namanga with great success, and plans were in hand to commence another in the even more remote Ferguson's Gulf area.

Farming

124. In agriculture, the service's farms totalling some 12,000 acres provided work and practical training in intensive mixed farming; market gardening; ranching with both sheep and cattle; pig and poultry keeping and the use of irrigation in the production of such crops as cotton.

Education and Training

125. The service's vocational training unit in Mombasa continued to prepare men for trade tests in masonry, carpentry, electrical work, motor mechanics, fitting and tanning. Some 450 servicemen completed a full course of trade training of whom nearly 75 per cent successfully passed their trade tests at first attempt. The unit was greatly honoured to receive a visit from His Excellency the President, Mzee Jomo Kenyatta, on the 17th September, 1969. At Gilgil the new central education unit constructed at a cost of over K£9,000, came into use during the year, and was providing a splendid venue for improving the general educational standards of the service's personnel.

Ceremonial

126. As always, the service was most active in its participation in public events through the provision of marching and motorized contingents in State parades; in supplying detachments of men to assist the Police at major public gatherings; and in providing usher and other officials for such occasions as the State Opening of Parliament. The service also supported agricultural shows throughout the Republic, staging arena events, and handling more than £35,000 in gate-takings on behalf of the Agricultural Society of Kenya. Their honesty, smartness and sense of duty and service won them great admiration from all concerned.

127. It was particularly gratifying that Kenya was selected as the venue for the 1969 Commonwealth Seminar on Youth Problems and Training in Africa. The Director of National Youth Service, Mr. G. Griffin, played a key role at this seminar.

PART V—NATIONAL SOCIAL SECURITY FUND

General

128. The National Social Security Fund, established in 1965, had collected contributions for three and a half years at the end of 1969. In order that citizens may be more aware of the existence of the institution, its activities and benefits it provides, the publicity campaign was stepped up. Apart from talks given over the radio, numerous other talks were given to trade union organizations, training institutions and club organizations.

129. Visits were also made to the fund by organized groups and foreign visitors. Uganda Fund sent an Inspector to study the Kenya Scheme during the year. Prince Mastsetla, the Assistant Minister for Labour, and Mr. Motha, the Labour Commissioner from Swaziland, visited the fund to study the Kenya scheme. Towards the end of the year a conference of senior staff of National Social Security schemes in East Africa and Zambia was held in Kampla. The fund was represented by the Director and the Chief Accountant.

130. The Advisory Council met twice during the year. The term of office of the council expired in July, 1969, and a number of factors contributed to some delay in appointing a new council. At the end of the year, the process of appointing a new council was in progress. There were changes in membership of the investment committee. Elections of Central Organization of Trade Unions resulted in changes in leadership of the organization and processing of representation to various bodies by the new leadership took some time. This delay affected nominations to both the advisory centre and the investments committee and resulted in only a few meetings being held.

Registration

131. Registration of fund members continued. The exercise affected mainly new persons joining employment or labour movement by workers from employers not yet covered by the scheme to those employers who were already covered. During the year, 689 members were registered. This brought the cumulative total of registered members of the fund to 531,259. At the end of the year 8,555 contributors were cancelled from the register on ceasing to be members. These were members who had qualified for and had been paid their benefits. Persons

applying for identity certificates increased because of the necessity that before registration under Cap. 258 (National Social Security Fund Act), a person of the requirements that a person above the age of 16 entering employment should be in possession of an identity certificate. With an increased number of school-leavers every year, this exercise will remain as a regular feature. The demand for re-issue of these documents to replace the lost ones had also increased as a result of this legal requirement.

132. Most of the employers who were registered during the year were those who were discovered by the inspectors of the fund; only a few registered voluntarily. In most cases, such employers pleaded ignorance. New firms did not represent a significant proportion. Change of hands was particularly noticeable in the farming areas.

133. A majority of employers particularly in the private sector had registered their employees and were in possession of their fund membership numbers. The public sector, particularly the Government Departments and local authorities, were a source of worry to the fund. In most cases they did not take registration of their employees seriously. An inspection exercise throughout the country revealed that the work of keeping the fund records was left to be carried out by very junior members of staff. New employees joining employment were not registered although their contributions were deducted and sent to the fund with inadequate information.

134. The fund had not achieved the purpose of getting all the employers in the country registered. The most difficult category of employers to discover was that of employers who were employees themselves.

Contribution

135. Collection of contributions presented the fund with many problems. Sending contributions to the fund was one thing but supplying the necessary information to enable the contributions to be credited to members' accounts was another. A large number of employers had to be reminded several times to send in their contributions which necessitated a levy of penalties under the Act in some cases.

136. Contributions from employers in the farming areas presented serious difficulties. Labour moved rapidly and lack of clerical facilities by some small employers resulted in inadequate information coming to the fund in time.

137. Contributors Accumulated Fund increased to £16,990,446.19.50 and at the end of the year provision for interest on members' accounts amounted to £227. The actual amount paid was £253,300. This represented about 27 per cent of investment income received during the year. The fund earned £922,320.19.85 from investments. Administrative costs represented 28 per cent of this income, and about 5 per cent of contributions income for the year.

Benefit Payments

138. During the year £220,416 was paid out to 4,749 persons. This brought the total amount paid out since the fund was established to £372,607 and the total number of beneficiaries to 9,287 persons.

139. Lack of up-to-date computer records resulted in some delay in making payments as benefit payments had to be processed manually. The pressure came mainly from persons who were leaving the country at short notice and who wanted payments made before they left the country.

CLAIMS MADE DURING THE YEAR

Type of claim	Claims received during the year	Claims settled	Outstanding at the end of the year	Amount paid
				K£ s. cts.
Emigration Grant ..	3,819	3,106	713	181,816 10 65
Age Benefit ..	1,466	785	681	17,797 18 20
Supervisors Benefit ..	910	543	367	14,157 18 60
Invalidity Benefit ..	117	84	33	2,206 8 50
Withdrawal Benefit ..	571	231	340	4,437 10 60
	6,883	4,749	2,134	220,416 6 55

Compliance

140. Generally employers were willing to comply and apart from a few cases the majority of employers sent in their contributions regularly although without sufficient information in some. The inspectorate experienced difficulties with new small employers in the farming areas and particularly the absentee farmers who left the work of the farms in the hands of managers who were inexperienced and illiterate in some cases. The difficulty was in securing clerical services sufficient to supply the fund with the information required.

141. During the year, 20 employers were prosecuted for failure to comply with the requirements of the Act. A large number of employers were penalized and a total of Sh. 293,896 was collected from them as penalty.

Premises

142. The fund continued to occupy Mombasa House and Nairn House. During the year the fund opened offices in Mombasa, Nakuru, Karatina and Kisumu. This distribution of offices provided facilities for employers to solve their problems locally. Mombasa House in Nairobi was, however, overcrowded and did not provide suitable office layout for the functions of the fund. Machinery and stores were inadequately accommodated. The plans for the new Social Security House had not been laid on the ground but it was expected that construction would be started soon.

Finance, Investment and Accountancy Service

143. The Minister for Labour declared that the rate of interest for the financial year ended 31st December, 1969, be two and one half per cent.

144. The fund invested in Government stock, non-Governmental stock and in wider-range securities. A normal value of £19,092,938 was invested at a cost of £7,481,705. The Stock Market was readily available and the fund did not experience lack of demand for investment.

145. Administrative cost of the fund during the year amounted to £264,567. This was an increase of £44,018 over the previous year. The cost was met from investment income and the fund made a net account. This income established the fund firmly on its own feet and it would not need to resort to the Treasury for any loan for administrative purposes.

146. The account for 1968 had reduced the fund deficit to £30,498,17.64 cts. The account for 1969 showed income over expenditure of £399,368.

Records

147. In 1967 the fund had the problem of registration and it represented a very serious backlog when employers were making contributions with incomplete registration details. During 1968 when registration had been done, the problem shifted to membership numbers on contributions return forms.

148. A test was made in 1968 to issue statements to members but since contributions had not been completely fed into the computer many statements were not up to date. The fund carried out a special exercise to bring the accounts up to date during 1969. It was discovered that although the employers had made efforts to get their employees registered, the membership numbers were not quoted so that the computer could not accept the contribution.

149. The year 1969 was perhaps the worst year for the fund. On the one hand, the efforts of the fund to bring the work up to date was frustrated by the state of data processing facilities. On the other hand, ignorance on the part of employers of what was going on created resentment. During 1969 the fund had reacted favourably to the employers' wish to simplify the accounting system. This meant a further mechanization of the system to ensure an efficient recording system and eliminating the error possibility. The system was accordingly overhauled and the corrected errors dating back from 1966 were prepared for the Computer Bureau to process. The fund did not control the working of the bureau and depended on the bureau personnel for time and operation. Between March and May, 1969, the Computer Bureau was changing over to a new series of computer and during this period the work of the fund was not done. After installation intermittent mechanical troubles of the equipment continued until August. Further mechanical troubles developed in October and at the end of the year the bulk of the fund's work had not been done.

150. The new accounting system could only work efficiently if computer time was available on a daily basis. As it was, the fund was only able to supply to employers the revised return forms only one. This lack of the computer time disappointed the fund, frustrated the new system and created problems to employers. They had been assured of computer pre-printed forms which after the first supply were never seen again up to the end of year. It was a very embarrassing experience to have had to ask employers belatedly to revert to the old system of submitting returns. This immediately created a backlog in the data processing room and required a special effort to straighten out.

151. The year ended with the lesson that so long as the fund's data processing and computer services were dependent on an outside authority, such problems as the Fund had would persist.

PART VI—KENYANIZATION OF PERSONNEL BUREAU

General

152. The bureau entered its second year of activity with the problems of 1968 still on its doorstep. These were mainly difficulties in obtaining vacancies for school-leavers and matching the right candidates to the right jobs. Many employers continued to employ school-leavers direct and without making a return to the bureau giving particulars of the personnel so employed.

153. However, there were increased employment opportunities resulting from gazettement of the motor vehicles trade, the oil and petrol industry, banking and insurance. Form 22 which gives a return of total employment were received from the gazetted firms and analysed in order to ascertain the number of expatriate staff in each firm and industry. Phasing-out programmes of expatriates were discussed between officers of the bureau and employers and a timetable of work permits was arranged ranging from three years for top administrators and directors to six to 12 months for executive and secretarial staff with strong emphasis being placed on training of citizen personnel.

154. Kenyanization of personnel in the private sector was pushed vigorously by the application of the regulations on work permits, but it appeared to the bureau that some firms were employing a variety of delaying tactics. Expatriate officers who were responsible for training citizens appeared to be reluctant to impart the necessary skills on time. In some cases, it appeared that where a citizen completed training successfully the post was either abolished, subdivided or downgraded. This sort of thing created frustration which, in turn, resulted in citizens leaving such employment, thus slowing the Kenyanization of personnel. There were cases where it appeared that the management placed low calibre personnel under training knowing full well that such persons would not be able to acquire the skills because of lack of the basic minimum qualifications.

Permits

155. The year witnessed an increasing degree of co-operation between the Immigration Department and the bureau in the processing of work permits. In the first place, two Immigration Officers were seconded to the bureau to man the Investigation Section in addition to another officer in charge of Permits Section. Secondly, a firm understanding was reached whereby immigration officials sought the views of the bureau staff before issuing or extending the permits.

156. There were cases of delay in issuing of work permits on account of a number of employers not completing Form 3 properly. Many failed to give details of citizens undergoing training and the minimum entry qualifications required. This forced the bureau staff either to write or visit their premises for details. Other employers submitted the forms too late and yet all expected immediate and favourable decisions.

School-Leavers and Manpower Register

157. The number of job seekers inclusive of school-leavers who registered with the bureau increased by 1,748 from 8,138 at January, 1968 to 9,886 at January, 1969. School-leavers constituted over 75 per cent of the total number of job seekers registered. By December, 1969, 1,092 job seekers remained unemployed.

158. Through the bureau 627 vacancies in the private sector were filled as compared with 4,862 taken by the public sector. Majority of those employed by the public sector were taken to training colleges and other similar institutions. Generally, certain categories of personnel such as shorthand-typists, mechanics, engineers and a host of other technicians were very rare to come by. As a result of this, vacancies remained unfilled due to lack of qualified candidates.

159. A few progressive employers realized the problem of shortages of skilled local personnel and addressed themselves to such issues by sponsoring girls into secretarial colleges and running apprenticeship schemes. It was hoped that more employers will follow suit.

Table 1

ACCIDENT STATISTICS—SUMMARY OF ALL ACCIDENTS FOR THE YEAR 1969

The tables in this Appendix show accidents reported during 1969 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	Fe- male	Ju- venile	Male	Fe- male	Ju- venile	Male	Fe- male	Ju- venile
				Male	Fe- male	Ju- venile	Male	Fe- male	Ju- venile									
AGRICULTURE, ETC.																		
Agriculture and Livestock	23	—	1	—	—	—	71	1	—	—	—	238	6	4	214	8	5	547
Forestry and logging	1	—	—	—	—	—	5	—	—	—	8	—	—	1	15	—	—	29
Other	3	—	—	—	—	—	—	—	—	—	3	—	—	—	6	—	—	12
TOTAL	27	—	1	—	—	—	76	1	—	—	249	6	5	235	8	5	588	
MINING AND QUARRYING																		
Mining and Quarrying	2	—	—	—	—	—	5	—	—	—	4	—	—	10	—	—	21	
MANUFACTURING																		
Textiles, apparel and textile products	1	—	—	—	—	—	10	—	1	—	66	—	1	57	1	—	134	
Chemical, petroleum and coal products	—	—	—	—	—	—	3	—	—	—	17	—	—	28	—	—	48	
Non-metallic mineral products other than chemical, petroleum and coal products	—	—	—	—	—	—	4	—	—	—	4	—	—	49	—	—	57	
Food, beverages and tobacco	5	—	—	—	—	—	21	3	—	—	204	5	—	294	6	—	524	
Wood and furniture	2	—	—	—	—	—	22	1	1	—	33	—	1	104	—	2	161	
Metal industries	4	—	—	—	—	—	13	1	—	—	48	2	—	97	—	—	162	
Other	2	—	—	—	—	—	35	1	—	—	534	2	—	365	—	—	936	
TOTAL	14	—	—	—	—	—	108	5	2	—	906	9	2	994	7	2	2,022	

ACCIDENT STATISTICS—SUMMARY OF ALL ACCIDENTS FOR THE YEAR 1969—(Contd.)

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	Fe- male	Ju- venile	Male	Fe- male	Ju- venile	Male	Fe- male	Ju- venile
				Male	Fe- male	Ju- venile	Male	Fe- male	Ju- venile									
CONSTRUCTION	17	—	—	—	—	—	27	—	—	—	—	119	—	—	—	439	—	—
ELECTRICITY, GAS, WATER AND SANITARY SERVICES	2	—	—	—	—	—	1	—	—	—	—	21	—	—	—	47	—	—
COMMERCE	7	—	—	—	—	—	9	—	—	—	—	21	—	—	1	121	2	1
TRANSPORT, STORAGE AND COMMUNICATION .. .	30	—	—	1	—	—	17	—	—	—	—	234	1	—	774	1	1	
DOCKS																		
SERVICE																		
Government and business ..	25	—	—	—	—	—	47	1	—	—	—	163	3	10	148	3	7	10
Other	3	—	—	—	—	—	3	—	—	—	—	24	1	—	52	2	3	—
TOTAL	28	—	—	—	—	—	50	1	—	—	187	4	10	200	5	465	10	10
TOTAL OF ALL INDUSTRIES AND SERVICES	127	—	1	2	—	—	293	7	2	—	1,741	20	18	2,314	22	4,477	49	29

NOTE.—The term "Juvenile" means a person who has not reached the apparent age of eighteen years.

ACCIDENT STATISTICS
ANALYSIS BY INDUSTRY

INDUSTRY	MACHINERY								Handling Without Machinery	
	POWER DRIVEN						NON-POWER DRIVEN			
	Prime Movers	Transmission	Lifting	Woodworking	Metal Working	Sisal	Other	Lifting		Other
AGRICULTURE, ETC.—										
Agriculture and livestock	9	9	1	10	—	11	47	—	1	85
Forestry and logging	—	—	—	2	—	—	1	—	—	1
Other	—	—	—	—	—	—	—	—	—	—
TOTAL	9	9	1	12	—	11	48	—	1	86
MINING AND QUARRYING	—	—	—	—	1	—	1	—	—	5
MANUFACTURING—										
Textiles, apparel and textile products ..	—	2	—	2	2	—	64	—	—	26
Chemical, petroleum and coal products ..	—	—	—	3	1	—	16	—	—	10
Non-metallic mineral products other than chemical, petroleum and coal products ..	—	—	1	1	1	—	2	—	—	37
Food, beverages and tobacco	—	5	1	2	5	1	61	—	—	149
Wood and furniture	—	—	—	73	—	—	10	—	—	47
Metal industries	—	—	—	1	16	—	36	—	—	63
Other	—	3	11	21	20	—	104	—	—	347
TOTAL	—	10	13	103	45	1	293	—	—	679
CONSTRUCTION	—	3	2	8	—	—	19	2	—	155
ELECTRICITY, GAS, WATER AND SANITARY SERVICES	—	—	—	—	1	—	2	—	—	15
COMMERCE	—	1	1	—	—	—	5	—	—	46
TRANSPORT, STORAGE AND COMMUNICATIONS	—	—	13	—	—	—	2	—	—	356
DOCKS	—	—	—	—	—	—	—	—	—	—
SERVICE—										
Government and Business	—	—	—	2	—	—	8	—	—	52
Other	—	—	—	1	—	—	4	—	1	10
TOTAL	—	—	—	3	—	—	12	—	1	62
TOTAL OF ALL INDUSTRIES AND SERVICES ..	—	23	30	126	47	12	382	2	2	1,404

AND CAUSATION

TRANSPORT		Fire or Explosion	Other Hot or Corrosive Substances	Electric Shock	Gassing, Poisoning of Objects	Stepping over or Striking against objects	Use of hand tools	Animals	Other	Total
Locomotive (Power-Driven)	Other Vehicles									
—	106	1	6	—	1	144	87	28	35	572
—	5	—	—	—	—	11	10	—	—	30
—	8	—	—	—	—	—	—	4	—	12
—	119	1	6	—	1	155	97	32	35	614
—	2	—	—	—	—	8	2	—	2	21
—	4	—	2	—	1	20	6	1	7	137
—	2	1	3	—	—	9	—	—	3	48
—	—	—	3	—	—	8	1	—	3	57
1	42	4	20	—	3	102	121	5	16	538
—	5	—	—	—	—	18	9	—	3	165
—	11	1	7	—	2	14	9	—	5	165
2	20	14	67	2	3	152	137	1	35	939
3	84	20	102	2	9	323	383	10	69	2,049
1	46	3	9	—	2	114	47	2	26	439
—	11	1	2	—	—	6	4	1	4	47
—	28	1	2	—	—	29	3	—	8	124
18	136	2	9	—	1	176	19	—	44	776
—	—	—	—	—	—	—	—	—	—	—
1	175	3	5	—	1	63	15	8	67	400
—	23	—	4	—	1	20	9	4	8	85
1	198	3	9	—	2	83	24	12	75	485
23	624	31	139	2	15	894	479	54	266	4,555

ACCIDENT STATISTICS—1969

ANALYSIS BY NATURE AND LOCATION OF INJURY

NATURE	LOCATION										Total
	Head		Upper Extremities		Trunk	Lower Extremities		Multiple	Un-classified		
	Eyes	Other	Fingers	Other		Feet	Other				
Contusions, abrasions ..	5	12	15	30	27	14	41	18	5		167
Burns and scalds ..	2	8	2	7	28	11	13	13	—		84
Concussions ..	1	1	1	19	10	16	5	2	—		55
Cuts and lacerations ..	23	72	20	337	173	67	139	36	7		874
Punctured wounds ..	1	9	1	31	36	10	23	3	—		114
Amputations ..	—	1	1	66	21	6	5	—	1		101
Dislocations ..	1	—	2	5	10	1	3	2	3		27
Fractures ..	—	7	25	62	59	23	50	10	10		246
Sprains and strains ..	—	—	22	5	15	6	31	10	2		91
Asphyxiation (including drowning)	—	—	—	—	—	—	—	—	—		—
Tearing of internal organs ..	—	—	—	—	—	—	—	—	—		—
Electrical shock ..	—	—	—	—	1	—	—	—	—		1
Hernias ..	—	—	—	—	—	—	—	—	—		—
Miscellaneous ..	66	27	29	56	46	14	31	56	—		325
TOTAL ..	99	137	118	618	426	168	341	150	28		2,085
										Not yet classified ..	2,470
										TOTAL ..	4,555

Table 4

CONTRACTS OF APPRENTICESHIP AND INDENTURED LEARNERSHIP
REGISTERED UNDER THE INDUSTRIAL TRAINING ACT DURING 1969

	Apprentices	Indentured Learners
Steel fitters	3	—
Railway artisans	50	—
Bag maker	1	—
Turners	3	—
Apron makers	5	—
Electricians	19	—
Refrigerator mechanic	6	—
Motor vehicle mechanic	42	—
Silk screen	1	—
Fitters	7	—
Laboratory technicians	1	—
Pump mechanic	—	5
Printers engineers	—	1
Textile	2	—
Lithographers	11	—
Tool makers	11	—
Steel fabricator	—	2
Draughtsmen	—	1
Aircraft electricians	1	—
Railway engineers	12	—
Artist	1	—
Office machine mechanic	—	2
Lamson Paragon m. operator	—	2
Mechanical engineers	1	—
Carpenters	13	—
Quantity controller	1	—
Welders	1	—
Plater	1	—
Compositor	3	—
Mono keyboard operator	1	—
Electrical artisans	17	—
Telecom. technicians	2	—
Electric mechanic	14	—
	240	13
REGISTERED 1969	253	—

Table 5

CONTRACTS REGISTERED AND COMPLETED OR
OTHERWISE TERMINATED DURING 1969

TRADE	No. Completed
Aircraft maintenance	11
Mechanical fitter	1
Knitting machine machiners	1
Carding	2
Tech. asst. (Survey)	4
Foreman	18
Materials asst.	5
Textile fitter	1
General fitter	29
Electricians	10
Artisans	2
Asst. maintenance engineer	1
Cartographers	18
Surveyors	19
Tech. assistants	2
Turners	2
Carpenters	22
Commercial artists	1
Insp. mechanical	8
Mechanics (motor vehicle mechanics)	14
Draughtsmen	9
Insp. electrical	2
Lithographers	1
Mason	6
Apron makers	2
Railway engineers	3
Compositor	1
TOTAL	195

Table 6

TRADE TESTS COMPLETED DURING 1969

TRADES	GRADE I		GRADE II		GRADE III		TOTAL
	Pass	Fail	Pass	Fail	Pass	Fail	Pass and Fail
ENGINEERING—							
Blacksmith	1	—	2	—	20	—	23
Fitter (general)	41	18	60	27	193	148	487
Motor vehicle mechanic	199	53	317	201	619	284	1,673
Panel beater	9	9	15	—	—	—	33
Mainlayer	—	—	5	—	—	—	5
Pipe/fitter/plumber	—	—	—	—	90	26	116
Plumber	21	1	42	8	—	—	72
Rural water supply artisan	4	—	—	—	—	—	4
Plant mechanic	16	3	27	6	38	17	107
Spray painter	1	—	6	—	14	2	23
Tinsmith	6	1	14	8	20	34	83
Turner	12	7	39	24	99	4	185
Vehicle electrician	3	—	11	10	16	11	51
Welder arc and gas	20	7	67	40	203	73	410
TOTAL	333	99	605	324	1,312	599	3,272
BUILDING—							
Bricklayer	1	4	3	6	1	1	16
Mason (Building)	14	48	48	55	214	30	409
Painter	23	10	41	15	124	14	227
Signwriter	3	1	8	8	60	18	98
TOTAL	41	63	100	84	399	63	750
ELECTRICAL—							
Electrical Wiremen	31	16	86	42	233	253	661
Electrical Fitter	3	1	—	—	5	3	12
Overhead Linesman	5	1	—	—	41	49	96
TOTAL	39	18	86	42	279	305	769
WOODWORKING—							
Carpenter/Joiner	18	56	75	184	319	346	998
Polisher	—	—	1	—	1	—	2
TOTAL	18	56	76	184	320	346	1,000
TAILORING—							
Tailor	—	8	21	—	—	—	29
Dressmaker	—	—	9	16	103	71	199
Upholsterer	2	1	5	6	2	—	16
TOTAL	2	9	35	22	105	71	244

Table 6—(Contd.)

TRADE TESTS COMPLETED DURING 1969

TRADES	GRADE I		GRADE II		GRADE III		TOTAL
	Pass	Fail	Pass	Fail	Pass	Fail	Pass and Fail
SHOEMAKER	—	4	7	5	19	20	55
MISCELLANEOUS—							
Body builder	4	—	—	—	—	—	4
Armourer	2	—	—	—	—	—	2
Fuel pump inject	—	3	—	—	—	—	3
Locksmith	3	—	—	—	—	—	3
TOTAL	9	3	—	—	—	—	12
GRAND TOTAL ..	443	252	909	661	2,434	1,404	6,103

