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## TANZANIA LIBRARY SERVICES BOARD

### SLADS ADVISORY COUNCIL

### SLADS PROGRESS REPORT

#### 1. BACKGROUND

From the late 60<sup>s</sup> throughout the 70<sup>s</sup> and 80<sup>s</sup>, the training of professional librarians and archivists was undertaken in the United Kingdom, the US, Australia, Canada, India, Uganda and the Federal Republic of Germany. The training was made possible occasionally by Tanzanian Government funds, but mostly by scholarship offered by foreign governments and international voluntary organizations.

From 1970, the need for a local training institute for librarians was felt. The post independence development effort had resulted in the rapid expansion of education and economic enterprises. These needed libraries and librarians at a level which could not be satisfied through reliance on foreign scholarships and institutions.

In 1975, the opportunity arose to re-organise the Tanganyika Library Service Board. The Tanzania Library Service Board Act No. 5 of 1975 was enacted. The Act gave the TLS Board wider powers, including:-

"providing facilities of and for training, in the principles, procedures and techniques of librarianship and such other related subjects as the Board may decide ... (and to) conduct examinations, grant diplomas and certificates and other awards of the Board" (TLS Board Act No. 5, 1975 Section 3 (1)).

These powers remained largely unutilised for lack of premises and funds until 1989, when the School of Library Archives and Documentation Studies (SLADS) was established.

#### ESTABLISHMENT OF SLADS

SLADS started operations on 1st August 1989 with an intake of 25 undergraduate diploma students. Its establishment followed the decision of the Ministry of Education early in the year authorizing the Tanzania Library Service (TLS) Board to use the MANTEP Institute facilities for library staff training. The TLS and the National Archives of Tanzania subsequently designed a harmonised curriculum for a two year diploma course for Librarians, Archivists and Documentalists.



On 21st October 1989, SLADS was officially inaugurated by Mr. Kenya Hassan, then Commissioner for Education in the Ministry of Education, on behalf of the Minister. On this occasion, SLADS building fund was established and a commemorative tree (Mu Arobaini) was planted.

The diploma programme in Librarianship, Archives and Documentation Studies is intended to produce middle-level professional librarians and archivists for government departments, parastatals, academic libraries, public libraries, documentation units and archival institutions. On completion of the course, it is expected that students will have acquired the requisite skills and know-how to be able to select, evaluate, collect, organise and disseminate print and non-print media resources.

Apart from the two year Diploma Course, SLADS also conducts Review courses for candidates wishing to sit for the Government Higher and Lower Library Examinations conducted by the Civil Service Commission. It is expected also that SLADS will promote and conduct research and publish learning materials, offer consultancy services and provide for continuing education librarians archivists and documentalists.

## 2. STAFF ESTABLISHMENT

Permanent: (Since 1989)

Permanent staff who have worked/are working at SLADS are as follows:-

- : E.A. Mwinyimvua - Head from 1st August 1989.
- : H.N. Nsubuga - Tutor from 1st August 1989.
- : A.M. Shaha - Assistant Accountant from 1st August 1989.
- : J. Mpimbwe - Higher Clerical Officer from 1st August 1989.
- : Anna Kayombo - Cleaner/Attendant from February 1990.
- : Sophia Mwakibinga - Typist from 1st July 1990-June 1991.
- : M. Semindu - Watchman from May 1990-March 1991.
- : Simon Barne - Tutor from September 1990.
- : Masoud Kimamule - Watchman from October 1990.
- : SShaban Rashid Ngoma - Watchman from October 1990.
- : E.A. Makando - Tutor from February 1991.
- : Grace Theonest - Typist from April 1991.



## Subject Tutors

### Session I July - 30th September 1989

- |  |                        |
|--|------------------------|
| : L. Kilambo                                   | - Communication Skills |
| : C.S. Ilomo                                   | - Libraries in Society |
| : E.A. Mwinyimvua                              | - Documentation        |
| : H.N. Nsubuga                                 | - Reference Sources    |
| : P. Sekimang'a/<br>S. Mongela,<br>J. Karugila | - Record Management    |

### Session II October - December 1989

- |                            |                             |
|----------------------------|-----------------------------|
| : L. Kilambo               | - Communication Skills      |
| : E. Makando               | - Records Management        |
| : A. Mashembo              | - Organisation of Knowledge |
| : Alice Nkhoma-<br>Wamunza | - Bibliographic Control     |
| : H.N. Nsubuga             | - Collection Development    |

### Session III January - March 1990

- |                   |                          |
|-------------------|--------------------------|
| : L. Kilambo      | - Communication Skills   |
| : J. Karugila     | - Administrative History |
| : S. Masunzu      | - Audio Visual Media     |
| : E.A. Mwinyimvua | - Research Methods       |
| : H.N. Nsubuga    | - Book Industry          |

### Session IV April - June 1990

- |                   |  |
|-------------------|--|
| : L. Kilambo      | - Communication Skills                 |
| : P. Mlyansi      | - Administrative History               |
| : E.A. Mwinyimvua | - Planning of Library Buildings        |
| : H.N. Nsubuga    | - Computer Application in<br>Libraries |

### Session I July - October 1990

#### First Year

- |                   |                          |
|-------------------|--------------------------|
| : L. Kilambo      | - Communication Skills   |
| : H. N. Nsubuga   | - Collection Development |
| : E.A. Mwinyimvua | - Library Planning       |
| : E.A.M. Makando  | - Records Management     |



Session III January - March 1991

- |                |                        |
|----------------|------------------------|
| : L. Kilambo   | - Communication Skills |
| : H.N. Nsubuga | - Book Industry        |
| : S. Masunzu   | - Audio Visual Media   |

Session IV April - June 1991

- |              |                        |
|--------------|------------------------|
| : L. Kilambo | - Communication Skills |
| : Kulian     | - Research Methods     |
| : H. Maganja | - Documentation        |
| : S. Barne   | - Computer Application |

Second Year

- |                                |                                  |
|--------------------------------|----------------------------------|
| : Mabugo/Mwinyimvua            | - Management                     |
| : H. Nsubuga                   | - Reference and Information Work |
| : M. Mhina/S. Barne            | - Classification                 |
|                                | - Cataloguing                    |
| : Barne/Nsubuga/<br>Mwinyimvua | - Electives                      |
| : E. Makando/K. Khamis         |                                  |
| K. Khamis                      | - Records Management             |
|                                | - Archives Administration        |
|                                | - Conservation                   |

3. STUDENTS

On 1st August 1989, SLADS started with 27 Diploma Students. During the first month 2 students were expelled after it was discovered that they had forged the necessary certificates. One other student could not continue with studies due to mental disorder, a condition which manifested itself in January 1990.

(a) 1989/90 INTAKE (24)

- |                  |                             |
|------------------|-----------------------------|
| Peggy DEYI       | - SOMAFCO, Mazimbu Morogoro |
| Emmanuel HERBERT | - TLS                       |
| Anna ILOMO       | - ELIMU                     |
| Halima KAISI     | - NYARAKA                   |
| Festy KASUMUNI   | - TLS                       |
| Fares KAWA       | - TLS                       |
| Theresia KIPUTA  | - ELIMU                     |
| *Gabriel KIVUMU  | - KILIMO                    |
| Amanyisye LUCAS  | - ELIMU                     |
| Harrieth MACHA   | - TLS                       |
| Agnes MANGWEHA   | - TLS                       |
| Saidi MBUNGIRA   | - Audio Visual Institute    |



Alli MCHARAZO	- TLS
*Peter MHLANGA	- University of Dar es Salaam
Kajia MJEMA	- TLS
*Mwanahamisi MTENGULA	- NYARAKA
Zeinab MZEE	- Institute of Kiswahili Res. Zanzibar
Joseph NDAUKA	- NYARAKA
Getrude NTINKA	- Bank of Tanzania
Esther RUGAKINGIRA	- Commission for Science and Technology
Herman RWECHUNGURA	- NYARAKA
Meritus RWEYENDERA	- NYARAKA
Sophia SOKKO	- TLS
Hussein YANE	- University of Dar es Salaam

\* These left for various reasons before completion.

(b) 1990/91 INTAKE (26)

January 1990, the second intake of Diploma Students were selected to attend the Diploma course which begun on 16th July 1990. The Students names with their sponsoring organizations are as follows:-

Anna ALBERT	- University of Dar es Salaam
Zakayo BERNARD	- ELIMU
Peter DAFFA	- TLS
Wilfred S. GRINGANYI	- TLS
Hamad IDDI	- National Social Welfare Institute
Anchila A. KALINGA	- University of Dar es Salaam
Hilda A. KAPUSI	- KILIMO
Stela KATENGESYA	- TLS
Rehema KAZIMOTO	- MAKUMBUSHO
Patrice W. KIGELULYE	- BUNGE
S.S. KILLOH	- MMC
Gasper KITIKU	- ELIMU
Philip A. KOBELÓ	- IDM Mzumbe
W.S. MALALE	- TLS
Gilbert MANDO	- ELIMU
Alex F. MASENGO	- Presidents Office
Adelgunda M. MGAYA	- TLS
Emma MGUBIKILA	- TLS
Mussa MKENGA	- TLS
Mobeto MUHONI	- TANESCO
Athumani MOMBOKALEO	- Kibaha Education Centre
Elhard NDUNGURU	- ELIMU
Josiah J. NGAIZA	- TLS
Justin NKWAKWA	- TLS
Abel V. MRHALI	- PAC
Deria J. SIAME	- Sokoine University



(c) 1991/92 INTAKE (32)

A. Baitani	- ELIMU
E.D. Chaula	- ELIMU
Maftah, Fadhili	- University of Dar es Salaam
Kunga, H. Hamisi	- ARDHI
Zuberi L. Haule	- TLS (Songea)
Felician Katiya	- TLS (Kinondoni)
Stewart Kiluswa	- TLS
Anna Kiwambilo	- Institute of Curriculum Devt.
El-David Kiwia	- ELIMU (Marangu TTC)
Velda Kuboja	- TLS (Mwanza)
Judith Kwesigabo	- TLS
Martin K. Magogwa	- NYARAKA
Augustine Marandu	- USHIRIKA (Moshi)
Mhina E. Matua	- KILIMO (Tengeru HORTI)
Felix Maungu	- National Productivity Councila
James Maziku	- NYARAKA
Constantine Mgusi	- NYARAKA
Sebastian Mmbaga	- NYARAKA
Rogathe Lyimo	- USHIRIKA (Moshi)
John S. Mwamba	- TP & TC
John J. Mweteni	- TLS (Pangani)
Vedasto Mwijage	- TLS (Biharamulo)
Natiel K. Mziray	- RDD, Arusha (Utamaduni)
Bruno Nanguka	- RTD
Anne Ndimbo	- KILIMO
Peter Ntaki	- TLS (Iringa)
Amon M. Ntakiye	- NYARAKA
Emma Olotu	- University of Dar es Salaam
John P. Rajab	- University of Dar es Salaam
Japhet Robert	- NYARAKA
Suleiman Seif	- HABARI/UTAMADUNI ZANZIBAR
Eliaita M. Zablon	- TLS (Shinyanga)

4. THE DIPLOMA IN LIBRARY ARCHIVES AND DOCUMENTATION STUDIES  
PROGRAMME

(a) Level: Ordinary Diploma

(b) Entry Requirements: Qualification for admission to the ordinary diploma course is Two Principal passes in the National Form Six Examination Certificate conducted by the National Examinations Council or its equivalent. Candidates in possession of five passes (credit level) in the National Form Four Examination may be considered if in addition they possess the National Library Assistants Certificate or Certificate in Archival Studies, backed by two years post qualification experience.



(c) Course Content:

During the first year both Library & Archival Students are exposed to a common curriculum. The Second year provides for specialisation - Details of the curriculum are as follows:-

(i) Year I

Organization of Knowledge  
Bibliographic Control  
Book Production  
Information Technology  
Audio Visual Materials  
Documentation  
Collection Development  
Marketing of information  
Information and Society  
Communication Skills  
Reprography  
Records Management  
Conservation  
Planning Information Centres  
Methods of Research

(ii) Year II

Common Subjects

Management of Information Services  
Communication Skills  
Project Paper

Library/Students

Subject Analysis  
Descriptive Cataloguing  
Reference  
Electives

Archival Students

Archives Administration  
Administrative History  
Conservation of Paper  
Reprographics



5. EXAMINATION PERFORMANCE

(a) 1989/90 YEAR ONE

(i) First Session August - October 1989.

During this period, Reference, Records Management, Communication Skills, Libraries in Society and Documentation were taught and examined. Two Students D89/111/1 and D89/121/1 did not sit for examinations due to unavoidable circumstances, thus had to do supplementaries.

The subject Records Management seems to have not been properly received as 8 students had to do supplementaries.

(ii) Second Session October - December 1989

Communication Skills, Bibliography, Organization of Knowledge, Records Management and Collection Development were taught during this period. Students D89/130/2, D89/137/2 and D89/138/2 failed the subject Organization of Knowledge and had to supplement. Candidate D89/137/2 failed Collection Development and had to do Supplementaries.

(iii) Third Session January - March 1990

Subject taught during this period were Communication Skills, Book Industry, Administrative History and Audio Visual Media. Candidate D89/173/3 did not sit for examinations due to health reason. All students passed this examination.

(iv) Fourth Session April - June 1990

During this period students were taught Communication Skills, Library Planning, Administrative History and Computer Application in Libraries. Candidate D89/179/4 could not sit for examinations due to unavoidable circumstances. Candidate D89/198/4 was on suspension during the examination and still is.

(b) 1990/91 YEAR TWO

(i) Second Year Students were taught Management, Classification, Cataloguing, Reference and Information Work. They also had to do field work and write a Project Paper. The final



examination was in June 1991 and Scripts are being assessed. Graduation is scheduled for October 1991.

(ii) First Year Students

First Session July - October 1990

Students were taught Collection Development, Library Planning, Records Management and Communication Skills. One student D90/7/1 failed the subject Collection Development and had to supplement.

Second Session October - December 1990

Students were taught Libraries in Society, Organization of knowledge, Reference and Communication Skills. Candidates D90/34/2, D90/37/2, D90/39/2 and D90/44/2 failed the subject Organization of Knowledge and had to supplement. Candidate D90/34/2 also failed Reference and had to supplement.

Third Session January - March 1990.

Subjects taught during this period are Communication Skills, Book Industry, Audio Visual Media, Candidate D90/72/3 and D90/77/3 failed Book Industry and had to do supplementaries. Candidate D90/63/3 had to do an alternative examination after being away from the examination with reason.

Fourth Session April - June 1991

Students were taught Communication Skills, Research Methods, Documentation and Computer Applications. Candidates D90/83/4, D90/86/4, D90/88/4, D90/94/4 and D90/100/4 failed Computer Applications. They will do supplementaries in August/September 1991.

6. ACCOMMODATION

When SLADS moved to MANTEP, there was a lot of room in dormitories, and classes. In 1990, the MANTEP Institute introduced full-time a Diploma Course in Educational Management. This, plus its traditional short courses left little room for comfortable study. Studednts are being accommodated two in a-small room meant for one person, leaving no room for study tables. The library building is also not adequate.

Office space for SLADS personnel is not adequate. Housing for staff in Bagamoyo is also a big problem. Down-town, there are not many decent buildings that



staff could occupy. The TLS has had to rent a couple of houses in which staff live in twos etc.

7. TRANSPORT

SLADS is operating without reliable form of transport in a situation where supplies have to come from Dar es Salaam. The lack of modern telephone services also exercebate the problem.

8. SHORT COURSES AND SEMINARS

During the period in question, SLADS has been involved in several short - courses, seminars and conferences.

- (a) Between 12th November and 12th December 1989, SLADS conducted a one month review course for Library Assistants in preparation for the Government Higher and Lower Library Examinations conducted by the Civil Service Commission. A total of 37 Students took part. During the following year (1990) Civil Service Examinations were suspended by the Civil Service Commission, thus Review courses did not take place.
- (b) Between 23rd April 1990 the Head of SLADS Mr. E.A. Mwinyimvua presented a paper on "Information as a Commodity and tool for development" at the National Workshop on the Book Hunger and Trade Liberalisation. The Seminar was organised by the Institute of Finance Management.
- (c) Between 27th May and 22nd June 1990, Mr. H.N. Nsubuga, SLADS Tutor, and Head of Information Services Department at SLADS attended a Seminar on Improving the effectiveness of Small libraries and Information centres and a Trainers Workshop, both of which took place at the University of Botswana and were funded by the German Foundation for International Development.
- (d) Between 25 and 29th June 1991, Mr. E.A. Mwinyimvua attended an Information Experts Meeting in Harare. The Meeting was sponsored by the German Foundation for International Development and organised in collaboration with the National Library and Documentation Services (NLDS) of Zimbabwe.
- (e) On 8th August 1991, the Head of SLADS presented a paper on The Training of Archivists for the Nineties and Beyond; the Case of Tanzania at the XI General Conference of the Eastern and Southern Africa Regional Branch of the International Council on Archives (ESARBICA) which met in Gaberone between 5th and 10th August 1991.



9. PROJECTS

SLADS and the Institute of Kiswahili Research on the University of Dar es Salaam are engaged in negotiations aimed at developing a Swahili vocabulary for Library and Information Science terms. This had been done in the past by group of librarians, but had been abandoned. The Development of a Kiswahili vocabulary for library profession terms will help in the development of libraries in the country.

10. BUDGET

YEAR	ACTUAL EXPENDITURE
1989/90	9,149,070.65
1990/91	18,075,183.75

11. GIFTS

During its first year of existence SLADS was fortunate to receive gifts in form of learning materials as follows:-

- : The British Council's Book Presentation Programme £ 2000 worth of books (101 volumes for 1989/90. These books have already been received. A similar grant has been given for the year 1990/91.
- : The Pan African Documentation and Information System 30 volumes of reading material.
- : Unesco's General Information Programme (PGI) 16 volumes of study material
- : The Society of American Archivists - back issues of "SAA Newsletter" and the journal "American Archivist".
- : The Public Archives Canada - an assortment of archival material.
- : The International Trade Centre (UNCTAD/GATT) - 30 volumes.
- : The Renfurlly Library Service - 40 volumes of indexes bibliographies.



- : The Canadian Organisation for Development through Education (CODE) - One Duplicator.
- : The British Volunteer Service Overseas (VSO)--  
one micro computer (on its way).
- : The Eastern and Southern Branch of the International Council on Archives - copies of ESARBICA Journal and Monographs.