



ASSOCIATION OF FINANCIAL COOPERATIVE PROFESSIONALS OF UGANDA (AFCPU)

ORGANIZATIONAL PROFILE

PHYSICAL CONTACTS:

Plot 47/49, Nkrumah Road, UCA Building

Room 302C

Phone contact: 0772 570721 or 0701 082611

TABLE OF CONTENTS

1.0 INTRODUCTION FOR AFCPU.....3

2.0 WHY WE EXIST 3

 2.1 Vision.....3

 2.2 Mission.....3

 2.3 Objectives..... 3

 2.4 Core Values..... 4

3.0 THE ORGANIZATIONAL STRUCTURE FOR AFCPU4

4.0 SERVICES WE OFFER.....4

5.0 METHODOLOGY..... 5

6.0 QUALITY CONTROL..... 5

7.0 PREVIOUS ASSIGNMENTS UNDERTAKEN.....6

8.0 KEY PERSONNEL IN AFCPU LEADERSHIP 7

9.0 SOME OF THE COMPETENT TRAINERS AND CONSULTANTS..... 9

1.0 INTRODUCTION FOR AFCPU

The Association of Financial Cooperative Professionals of Uganda is a National body, aimed at addressing the need for quality Leadership, Governance, Management , Accountability and Compliance within the Cooperative Movement.

Professionals are those with a Financial Cooperative Professional Management qualification, offered by Moshi University College of Cooperative Business Studies, and any other accredited institution for this purpose.

2.0 WHY WE EXIST

The Association of cooperative professionals was set up with a view of promoting ethical conduct and behaviors among their members while doing their work and To act diligently with respect to professional ethics, constitution and any designed code of conduct that protect their professionalism.

The Association of Cooperative Professionals of Uganda is therefore designed to ensure that Savings and Credit Cooperative Organizations get cooperative professionals to support in managing cooperative businesses professionally. The AFCPU therefore aims to provide high quality services that will maximize value for money for its clients and set organized groups and cooperatives on a course for growth and sustainability.

2.1 Vision

A Leading Professional Financial Cooperative Management body in Uganda

2.2 Mission

To promote professional and performance standards among financial cooperatives and cooperative professionals in Uganda

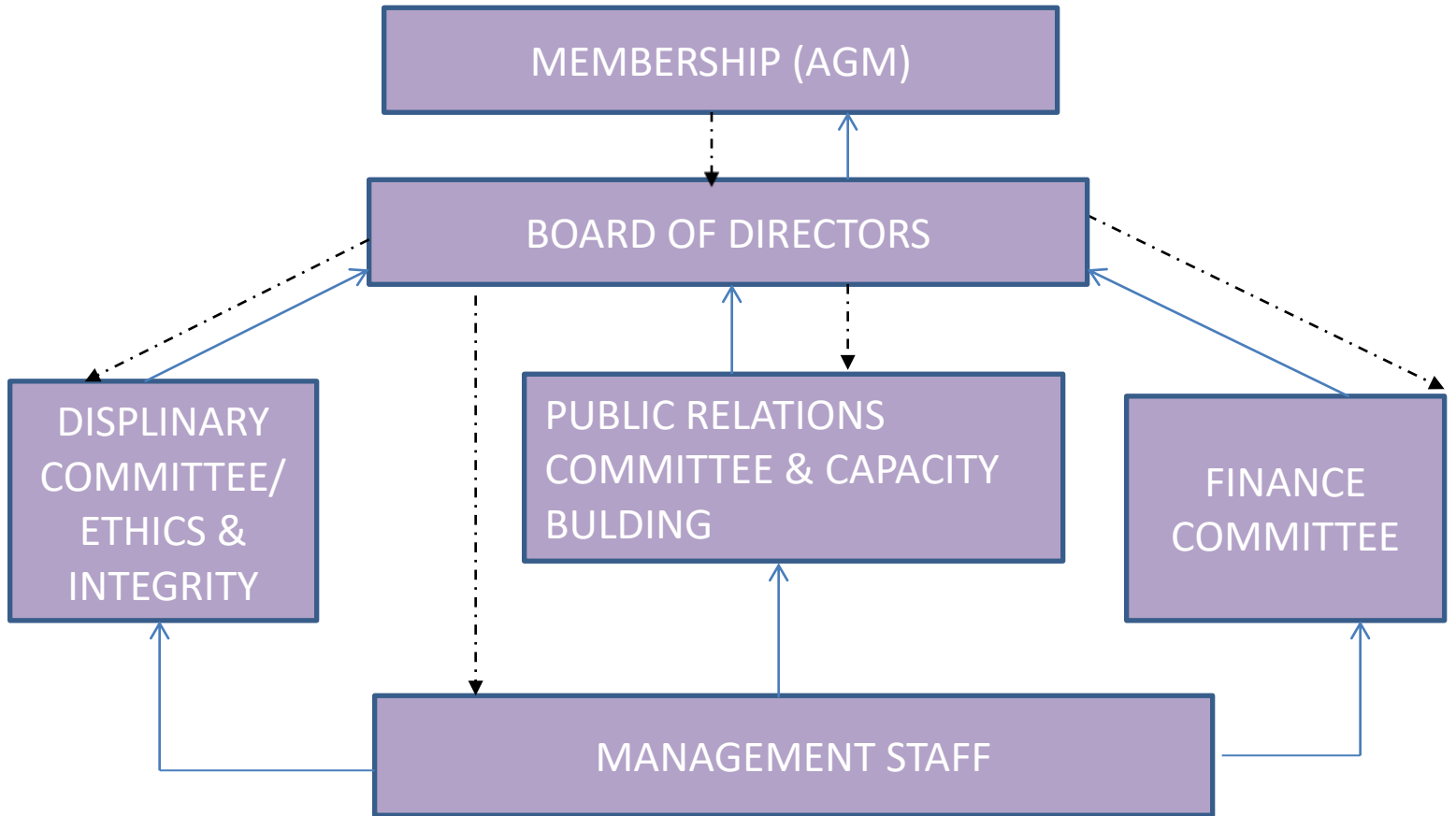
2.3 Objectives

- a) To regulate and oversee the activities of the members.
- b) To promote and ensure compliance with high professional and ethical standards within the financial cooperative industry.
- c) To promote public awareness, and build confidence with in the financial cooperative Industry.
- d) To represent the interests of members and stakeholders
- e) To offer professional development through consultancy, capacity building, networking and advisory services.
- f) To conduct research and development in financial cooperative movement

2.4 Core Values

- a) Professional excellence.
- b) Integrity
- c) Transparency and accountability
- d) Mutual Cooperation.

***ORGANISATIONAL STRUCTURE OF THE ASSOCIATION OF
FINANCIAL COOPERATIVE PROFESSIONALS OF UGANDA
(AFCPU)***



KEY:

-----> Supervisory Relationship

————> Reporting Relationship

4.0 SERVICES WE OFFER

- i) Oversee the operations of member to ensure compliance
- ii) Setting Professional and performance standards and ensuring quality service delivery.
- iii) Building strong networks among Professionals and Development partners to enhance cooperation and development
- iv) Providing training, guidance, Nurturing and mentorship services to Cooperative leaders and management staff.
- v) Lobbying and advocating for members
- vi) Conducting research and development work in financial cooperative management

5.0 METHODOLOGY

We are highly committed in supporting and understanding our clients' needs and creating lasting strategies for their success. We strategically work with our clients through long term relationships for better services and their improved performance.

I. Consultants and trainers

Our consultancy team and training team consists of people that have rich working experience and expertise in co-operatives and the co-operative sector in general. They are also experts in business management, agribusiness and agri- financing. In between them, they have the technical ability to address all major areas of co-operatives and co-operators' interest.

II. Commitment

We are committed to effective implementation of practical solutions tailored to specific requirements of our clients.

III. Our partnership

We have partnerships with all major national co-operative players like Uganda Cooperative Alliance, Uganda Central Cooperative Financial Services Ltd and Association of Micro Finance Institutions of Uganda. As and when required, we have access to support services from international co-operative support organizations like International Co-operative Alliance, Canadian Co-operative Association and Moshi University of Co-operatives and Business Studies. Overtime, we shall grow our partnerships with other local and international organizations to further improve our services for the benefit of the co- operative sector.

6.0 QUALITY CONTROL

During the service delivering, our objective is to always meet and exceed the expectations of our clients. We achieve this by:

- Applying high standards of competency and capability by our staff and consultants.
- Ensuring that our consultants share the best practices both within and across the market

Profile for Association of Financial Cooperative

- Maintaining total client care program based on philosophy of continuous improvement which is an integral part of the consultancy delivery

7.0 PREVIOUS ASSIGNMENTS UNDERTAKEN

AFCPU has conducted a number of rural communities training in areas of Financial literacy, financial management, risk management, and has provided technical support and mentorship work to group leaders and members of financial cooperatives, who are actually individual farmers. Her strength and dedication is also embedded in the Vision and Mission which guide us in our day to day operations

Work Assignment	Source of Financing	Work duration
<p>Providing capacity building serves to SACCO Leaders and SACCO Members in the western region on Uganda. Trainings and support</p> <p>Design Manuals, guide/ curriculum for and conduct Trainings in ;</p> <ol style="list-style-type: none"> 1. Financial Literacy 2. Business skills development 3. Financial Management 4. Strategic planning 5. Savings and other deposit mobilization 6. Governance <p><i>AFCPU is working in consortium with UCA, BOMA consults and Makerere University Business School (MUBS) microfinance center</i></p> <p><i>Providing capacity building serves to SACCO Leaders and SACCO Members in the western region on Uganda. Trainings and support</i></p>	<p>Ministry of Finance Planning and Economic development (MoFPED) under Project for Financial Inclusion in Rural Areas (PROFIRA)</p> <p>3.5 Billion shillings</p>	<p>Still on going for Three year: from June 2016 to 2019</p>
<p>Conducting trainings to SACCOs in western, Eastern and central Uganda (deferent arrangements) for SACCO business improvement and member active access to SACCO Financial services.</p> <p>Trainings in: Financial literacy, financial management, strategic planning, risk management,</p>	<p>SACCOs demanded and sponsored / paid for the trainings. Training Cost was Shs. 18.800,000 for each</p>	<p>Average of 15 SACCOs in Each region, 3 days training for each Region. Training Conducted during 2015 and 2016</p>
<p>Training in credit and delinquency management and improving SCCO Policies, Setting Performance standards and provide technical guidance to ensuring policy compliancy</p>	<p>SACCOs demanded and sponsored / paid for the trainings. Training Cost was Shs. 18.500,000 For each</p>	<p>Average of 15 SACCOs in Each region, 2 days training for each Region. Training Conducted during 2014 and 2015</p>
<p>Promoting and protecting professionalism and ensure self-discipline among the Financial Cooperative Professionals.</p>	<p>AFCPU Member Professional through their workshop.</p>	<p>One days training organized twice a</p>

<p>Refresher Trainings to AFCPU Trainers:</p> <ol style="list-style-type: none"> 1. Training methodologies and techniques 2. Industrial and Microfinance sector updates 3. Professional Code of Conduct 	<p>Each of the 52 members met the training cost</p>	<p>Year. Training Conducted during 2014, 2015, 2016 and 2017</p>
<p>Promoting and protecting professionalism and ensure self-discipline among the Financial Cooperative Professionals.</p> <ol style="list-style-type: none"> 1. Financial Planning and management 2. Tax Planning 3. SACCO Branch management. 4. Risk Management. 	<p>AFCPU Member Professional through their workshop</p> <p>Each of the 52 members met the training cost by paying Shs. 60,000 specifically for the training- 13 SACCO paid for their participants each at 100.000</p>	<p>3 days Trainings Conducted during 2014 and 2015</p>

8.0 KEY PERSONNEL IN AFCPU LEADERSHIP

1. CPA Ivan Asiimwe – President

Qualifications

Certified Public Accountant (CPA), Doctor of philosophy (PHD) in cooperatives, Master's In Business Administration, Professional Financial Management Program, Higher Diploma in Marketing, Certificate in Managing Agriculture as a Business, Certificate in Ownership and Governance and Microfinance Sound practices, Certificate in Financial Analysis Performance Monitoring and Risk management, Certificate in Computer Applications, Certificate in Agricultural Finance.

Experience

CPA Ivan Asiimwe has 14 years' experience in working with Cooperatives, Currently: General Secretary-Uganda Cooperative Alliance Ltd (UCA), Tutor and President of Association of Financial Cooperative Professionals of Uganda with duties like Guiding and managing the Association of Cooperative Management Professionals in Uganda, Tutoring, Worked with; Uganda Cooperative Alliance as Manager Compliance Unit & Certified Trainer with Agriterra, Uganda Cooperative Alliance as the Head of Audit & Supervision with duties like Auditing and supervision of cooperatives, Manager Agribusiness Uganda Cooperative Alliance, Rukiga Savings and Credit Scheme Cooperative Society Limited as the General Manager with responsibilities like Financial Management and Accounting, Monitoring and evaluation.

2. Moses Walakira – Secretary

Qualifications

Professional Financial Cooperative Management Programme, Master's in Business Administration, Bachelor of Business Administration (Accounting), Financial Management of MFIs, TOT in SACCO Governance, TOT in performance Monitoring Tool, Financial Literacy for Wealth Creation.

Experience

Moses is an experienced hands' on manager and Consultant with 10 years' experience handling different managerial functions. Currently, Moses is the Credit Manager at Uganda Central Co-operative Financial Services (UCCFS) Ltd. Uganda Central Co-operative Financial Services (UCCFS) Ltd is a National financial Co-operative Union serving all types of Co-operatives in Uganda; that is, SACCOs, ACEs & RPOs. It has played an important role in providing financial and non-financial support to Co-operatives in the Country. As the Credit Manager for UCCFS from 2011 to date, Loan portfolio has grown both in quality and quantity. We have also expanded outreach throughout the country.

Moses also works with Uganda Co-operative Alliance (UCA) as a Tutor for Professional Financial Cooperative Management Program (PFCMP) from 2010 to date. PFCMP is a long distance program offered by MOSHI Co-operative University (MoCU), Tanzania in Collaboration with UCA. As a tutor, I am charged with Providing relevant study materials, Supervise student's progress; and identify indicators of decreased motivation; provide counseling, encouragement, etc.; Organize and conduct tutorials; handle students' problems during the tutorial; Setting and marking examinations

3. Mr. Sserubula Patrick - Treasurer

Qualifications

Masters of Business Administration (MBA) – Finance, B.Com Accounting, Diploma in Project Planning and management, Diploma in Cooperative Business Admin. Professional Certificate in Financial cooperatives, Certificate in Branch Management., Financial Management, Computer Operation, Microsoft excel and loan performer software, Internal Audit for SACCOs, Micro Loan Appraisal, Financial Analysis and Interest rate setting, Leadership for Change (LFC), Risk and Fraud handling Participatory Rural Appraisal techniques.

Experience;

Worked with Uganda cooperative Alliance, Busimbi Community Development trust, Foundation Microfinance, in both lower and high Administrative positions: Programme Coordinator and Tutor of Professional Financial Cooperative Management Programme. Head Microfinance Dept. With demonstrated assignment of : Training SACCO staffs in: savings mobilization, governance and management, internal controls, basic book keeping, financial management and financial analysis, credit and default management, risk management, product development, Strategic planning and restructuring the Finance and administration system. Drafting project proposals, advise the board and staff on appropriate credit policies, Loan disbursement, monitoring and recovery strategies, Budgetary monitoring, control and dealing with tax authorities on matters regarding PAYE, withholding tax, and other local statutory reporting requirements such as NSS

Key Competencies

Organizing and conducting trainings, Strategic planning and Development of operational documents. Accounting, Finance Auditing, Project Management, Training, Skills development, and spear heading professionalism. General management and Coordination of activities, Financial literacy (TOT) and promoting VSLAs, TOT in Performance Monitoring Tool, SACCO mentorship, guidance, Performance analysis and advice for improvement, Credit and delinquency management, Governance, Product development, Strategic planning and Policy compliancy handling. Project design and management, Developed training manual, performance monitoring forms plus internal audit and supervision for SACCOs.

Professional membership and added responsibilities

Member (Treasurer) of Associations of Financial Cooperatives Professionals of Uganda (AFCPU)

Board Secretary of the Association of Microfinance Institutions of Uganda (AMFIU)

Part time Lecturer: Uganda Martyrs University - Lubaga Training Centre

4. Mr. Richard Ssenyonga - Committee Member

Qualifications

Professional Financial Cooperative Management Programme, Diploma in project planning and Management, Bachelor of Science in Agriculture.

Experience;

Banking and micro finance development, Training in Banking and lecturing, Lesson planning

Conducting needs assessment, Reporting writing, Evaluation and monitoring, Mentoring and guidance, Assessment of SACCOs, Guiding SACCOs develop financial service products for their members, Developing and institutionalizing SACCO governance, operating and reporting systems

Guiding SACCOs develop financial service products for their members

9.0 SOME OF THE COMPETENT TRAINERS AND CONSULTANTS

Names	Experience and competencies	Qualification
1. Gabriel Onechan.	<p>Worked with the Bank, Microfinance, SACCO Nurturing and trainings</p> <p>IFAPI Project Microfinance Officer/SACCO Auditor, Resident Tutor for Professional cooperative Mgtprogramme -Northern Uganda Management team in ensuring best practices, governance and financial management of cooperatives.</p> <p>Mentoring SACCO staff management team to and backstopping support services to SACCO leaders in best practices</p>	<p>MBA, Degree in Banking, and Professional in Financial cooperative mgt</p> <p>Postgraduate Diploma In Microfinance & Economic Community Dev't, Postgraduate Diploma in Microfinance,</p> <p>B.A. Economics and Political Science , UMU, Certificate in Leadership for Change,</p>
2. Kiwanuka Joseph	<p>Worked a SACCO and UCA in SACCO nurturing and trainings</p> <p>Training in Microfinance, and Tutorship in Financial Cooperatives</p> <p>B.Ed (Accounting, Economics & Management), Dip Accounting in business and Management, Dip. Ed (Business Studies) Professional Certificate in Financial Cooperative Management.</p> <p>Leadership and participation on various consultancy teams to undertake consultancy projects in the field of Agri-finance; Development of business plans, operational policies and procedures manuals; Human Resource manual, Credit Manual, Board Policy Manual, Procurement Policy Manual, Bulking and Marketing policy Manuals, Accounting Manual and Gender policy Manuals.</p>	<p>Degree in Business admin, and Professional in Financial cooperative mgt</p>
3. Mbabazi Tumwine Immaculate	<p>Worked with the Bank and in Microfinance Support Center, now in Business consultancy work</p> <p>Training in Microfinance, and Tutorship in Financial Cooperatives</p>	<p>Masters (EPP), Professional in Financial cooperative, Bachelors of Education, and Diploma in Microfinance.</p>
4. Walakira Moses	<p>Worked with a SACCO and with UCA in SACCO nurturing and trainings,</p> <p>Now working with UCCFS</p>	<p>Degree in Business admin, and Professional in Financial cooperative mgt</p>

	Training in Microfinance, and Tutorship in Financial Cooperatives	
5. BaryayakaJoab	Working with UCSCU in nurturing and trainings, Training in Microfinance, and Financial Cooperatives	Degree in Business admin, and Professional in Financial cooperative mgt
6. Kaziro Richard Harrison	<p>Worked with the Bank, nurturing and trainings of cooperatives</p> <p>Micro-corporate Credit Officer, Senior Credit Officer, Business Growth and Development Manager all in equity Bank and Institutional Development Officer, Agribusiness Coordinator Uganda cooperative Alliance. Regional Program Coordinator, Eastern Uganda/VECO Program Focal person.</p> <p>Co-ordinate support to all partner organizations in areas of co-operative Institutional development, marketing, extension, value-addition, capacity building, monitoring & evaluation and Micro finance activities in Eastern region, Facilitate business development in partner Area Co-operative Enterprises to ensure long-term sustainable provision of co- operative benefits to members.</p> <p>Facilitating linkage/partnerships formation and strengthening amongst co-operatives with other players along the various enterprise value-chains</p> <p>Carrying out institution building initiatives and activities in support of co-operatives in the region in order to strengthen Area Co-operative Enterprises and affiliated Primary Societies, including SACCOs</p> <p>Field institution building focal person coordinating the regional office with ACEs, PCSs and National Unions for all institution building matters including; strengthening boards, management and member participation, setting up systems, business plans, mobilization of member and shares growth, establishing organizational performance indicators and standards, and enhancing organizations' capacity to earn more.</p> <p>Training in Banking, and Cooperatives</p>	Degree in Banking, and Professional in Financial cooperative mgt
7. Gakibayo Christopher	Kabale District nurturing and trainings of cooperatives	Degree in Business admin, and

Profile for Association of Financial Cooperative

	Mobilizing and training Cooperatives.	Professional in Financial cooperative mgt
8. Lule Augustine	Worked with the Bank and with a Microfinance institutions, now in Business consultancy work Training in Banking, Microfinance, and Financial Cooperatives	B. Science in and ACCA, Professional in Financial cooperative mgt
9. Ejanu Alfred Eboku	Working with a SACCO and with UCA in SACCO nurturing and trainings Training in Banking, Microfinance, and Financial Cooperatives	Degree in Business admin, ACCA, Professional in Financial cooperative mgt
10. Sserugo Moses	Training and lecturing Lesson planning Conducting needs assessment Reporting writing Evaluation and monitoring Mentoring and guidance Assessment of SACCOs Guiding SACCOs develop financial service products for their members. Training in Banking, Microfinance, and Financial Cooperatives	B com, Diploma in Business admin, , Professional in Financial cooperative mgt
11. Nanyanzi Mary	Assistant Lecturer at in Uganda Christian University Good customer care, Records and financial management. Trainings, facilitation and development Good Secretarial and communication skills Data organizing and reporting Making accountabilities for submission to accounts	Pursuing a Msc. in Agriculture and Rural development. Bachelor of Agriculture, Professional in Financial cooperative mgt
12. Ssenyonga Richard	Worked with the Bank, Microfinance, SACCO nurturing and trainings Training in Banking, Microfinance, and Financial Cooperatives	Bachelor of Economics , and Professional in Financial cooperative mgt
13. Kibirango Peter	Worked with the Bank, Microfinance, SACCO nurturing and trainings Training in Banking, Microfinance, and Tutorship in Financial Cooperatives	Bachelor of Economics, Professional in Financial cooperative mgt Manager Microfinance unit and Coordinating the
14. Denis Ashaba	Worked with, Microfinance Org, SACCOs' nurturing and trainings, Tutor for PFCMP, professional course	Bachelor of Business Administration. Financial Cooperative mgt Professional

Profile for Association of Financial Cooperative

	Part time Lecturing at Uganda Martyrs' University	Management Professional (PFCMP)
15. Ithungu Immaculate	Worked with Nyakatonzi Growers Cooperative Union Mobilizing and training Cooperatives.	Degree in Business admin, Professional in Financial cooperative Mgt,
16. Miss. Namirembe Dorothy Kabwaka	<p>Training and lecturing</p> <p>Lesson planning</p> <p>Conducting needs assessment</p> <p>Reporting writing</p> <p>Evaluation and monitoring</p> <p>Mentoring and guidance</p> <p>Assessment of SACCOS</p> <p>Guiding SACCOS develop financial service products for their members.</p> <p>Developing and institutionalizing SACCO governance, operating and reporting systems</p> <p>Guiding SACCOS develop financial service products for their members.</p> <p>Training in gender main streaming</p> <p>Supervision monitoring and evaluation and</p> <p>Conducting SACCO performance assessments</p>	<p>Master of Business Administration</p> <p>Financial Cooperative</p> <p>Management Professional (PFCMP)</p> <p>Bachelor of Commerce (Finance)</p>