



**THE UNITED REPUBLIC OF TANZANIA**  
**INSTITUTE OF ACCOUNTANCY ARUSHA**



**SHORT COURSE ANNOUNCEMENT**  
**ON**  
**PUBLIC ASSETS MANAGEMENT**

**02<sup>nd</sup> – 13<sup>th</sup> SEPTEMBER, 2019 - IAA ARUSHA CAMPUS, ARUSHA)**

**1.0 Background**

The Public Assets Management Guideline 2019 is aimed at redirecting management of public assets following various challenges which continue to prevail. The existing assets management practices have not significantly contributed to the efforts of improving quality of services rendered by the Government. For example, maintenance of assets register has continued to be amongst the major challenges facing many of the Public Entities (PEs). Eventually, it has become not possible to retrieve information that would enable proper decision making to be carried out. Hence, establishing a unified and consistent set of procedures in managing public assets is the main objective of this Guideline.

Asset management is the process of maximizing the assets of the company to provide the best returns to stakeholders. Good asset management is critical in any business environment and more so in the public sector, particularly as some of the significant assets are infrastructure assets with long life spans and enormous capital outlay that are vital to providing a foundation for economic activity. Public sector entities control assets of various classes and all such entities have a duty of stewardship over assets under their control, irrespective of how such assets may be reported in their financial statements

**2.0 Course Contents**

During the course the following areas will be covered;

- (a) What is Public Asset all about?
- (b) Procedures in managing public assets during the course of service delivery.
- (c) Classification of Assets being procured
- (d) Procedures for acquisition, allocation, maintenance, valuation, accounting, disposal and other activities involved in managing public assets.
- (e) Management of Tangible Non-Current Assets in Public Sector.
- (f) The role of Assets in public service delivery
- (g) Assets Life Cycle Management:
- (h) Public Assets Disposal Management

**3.0 Mode of Delivery**

The course will be conducted through lectures, discussions and case studies. Participants will be offered an opportunity to share knowledge, experience and the challenges from their work place regarding management of Public Assets.

#### **4.0 Target Participants**

This course is designed for those interested in Procurement and Supplies Management and in particular the Storekeepers, Warehouse Managers, Inventory Control Managers, Procurement officers, Supplies Officers, Procurement and Supplies Auditors, Stock verifiers, Asset buyers, Stores Clerks and any other interested party.

#### **5.0 Course Fees & Mode of Payment:**

The fee for the course is **TZS 1,900,000/=** (say **One Million Nine Hundred Thousand Shillings Only**) per participant to cover for tuition fee, training materials, tea/coffee and lunch. Participants will have to arrange for their own travel, accommodation and upkeep while attending the course in Arusha. Payment may be in cash, cheques or TISS paid directly to our **Bank Account No. 014103007130 in the name of Institute of Accountancy Arusha, NBC - Arusha Branch. Early registration is highly encouraged and appreciated.**

#### **6.0 Date, Duration and Venue:**

This course will be conducted in Arusha from **02<sup>nd</sup> – 13<sup>th</sup> September, 2019** at the IAA Main Campus, located at Njiro Hill Arusha.

#### **7.0 Contact Persons**

For more details please don't hesitate to contact any of the following:

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**NB: Early confirmation and registration is highly encouraged and appreciated.**

**APPLY TO:**  
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