



INSTITUTIONAL PROFILE

1. Institutional Overview

The **Livingstone Institute of Business and Engineering Studies (LIBES)** is a Technical and Vocational Education and Training (TVET) institution operating under the Ministry of Technology and Science (MoTS). It was established through **Statutory Instrument No. 7 of 2003**, pursuant to the **Technical Education, Vocational and Entrepreneurship Training Act of 1998**.

LIBES is mandated to deliver high-quality, demand-driven training that is responsive to industry needs. The institution focuses on developing practical competencies, entrepreneurial capabilities, and professional work ethics necessary for effective participation in the modern labour market.

2. Background

LIBES traces its origin to **1950**, when it was established as *Coillard Institute*, initially offering training in Bricklaying and Carpentry and was run by missionaries.

In the early 1970s, under the Department of Vocational Education and Training (DEVT), the institution expanded both infrastructure and programme offerings to include:

- Plumbing and Sheet Metal
- Electrical Craft
- Automotive Mechanics
- Agricultural Mechanics
- Automotive Body Repair and Spray Painting
- Radio and Television
- Certificate in Accountancy and Business Studies (CABS)
- Cutting and Tailoring
- Shorthand Typing

Additionally, inclusive programmes such as Leatherwork and Home Economics were introduced to cater for vulnerable groups.

Following sector reforms and the establishment of Management Boards in 1998, the institution was reconstituted as the **Livingstone Institute of Business and Engineering Studies (LIBES)**.

The expansion of its training portfolio was driven by increasing demand for skilled human capital in key sectors including:

- Energy
- Construction
- Mining
- Tourism
- Agriculture
- ICT
- Finance
- Business
- Manufacturing
- Water Supply and Sanitation

Over the years, LIBES has made significant contributions to Zambia’s workforce development across both formal and informal sectors.

The institution continues to actively participate in national TVET reforms, including:

- Adoption of Competence-Based Education and Training (CBET)
- Implementation of Dual Vocational Education Training (Dual VET) Training model
- Strengthening industry linkages

Furthermore, LIBES is enhancing its capacity in digital transformation, research, and innovation, positioning itself to contribute to technological advancement and problem-solving within society.

3. Vision

“To transform lives through skills development and uplift livelihoods in communities.”

4. Mission

To provide holistic, high-quality, demand-driven tertiary education and research in Technical, Business, and Entrepreneurship skills.

5. Core Values

- Academic Excellence
- Innovation
- Equity and Inclusiveness
- Student-Centred Approach
- Accountability
- Sustainability

6. Strategic Goals

- Enhance educational excellence and innovation
- Improve student experience and outcomes
- Promote research, innovation, and development
- Strengthen stakeholder and industry engagement
- Expand and modernize infrastructure
- Ensure financial sustainability
- Enhance human capital development and staff motivation

7. Governance and Management Structure

LIBES operates under a structured governance framework that promotes accountability, transparency, and strategic leadership.

7.1 Management Board

The institution is governed by a Management Board appointed by the Minister of Technology and Science in consultation with key stakeholders.

7.1.1. Function of the Board

The Board draws its mandate from the TEVET Act Number 11 of 1998. Key amongst its mandate are;

- Provide policy direction and institutional oversight
- Ensure compliance with statutory and regulatory frameworks
- Approve strategic plans, budgets, and risk management policies

7.2 Executive Management

The day-to-day operations are managed by the Executive Management team comprising:

- Principal (Chief Executive Officer)
- Training and Consultancy Manager
- Finance Manager
- Heads of Departments (Engineering and Business Studies)
- Human Resource Manager
- Internal Auditor
- Risk Manager

7.3 Academic Staff

- Heads of Sections
- Lecturers and Trainers

7.4 Support Staff

- Human Resource Officer
- Accountant
- Accounts Assistants
- Business Development Officer
- Procurement Officer
- Assistant Procurement Officer
- Stores Officer
- Assistant Stores Officer
- ICT Administrator
- Librarian
- Maintenance Supervisor
- Secretary
- Assistant Librarian
- Registry Personnel
- Patrons and Matrons
- Student Affairs Personnel
- Drivers
- Cooks

- Production Unit workers
- General Worker

8. Training Portfolio

LIBES offers a diverse and industry-aligned training portfolio.

8.1 Engineering Department

8.1.1. Diploma

- Diploma in Electrical Technology (3 years)
- Diploma in Automotive Engineering (3 years & 3 Months)
- Diploma in Water Supply and Sanitation Operations (3 years)

8.1.2. Advanced Certificate

- Advanced Certificate in Heavy Equipment Engineering (2 Years & 8 Months)

8.1.3. Craft

- Craft Certificate in Electrical Technology (2 years)
- Craft Certificate in Automotive Engineering (2 years)
- Craft Certificate in Automotive Electrical (2 years)
- Craft Certificate in Heavy Equipment Engineering (2 years)
- Craft Certificate in Plumbing and Pipe Fitting (2 years)
- Craft Certificate in Water Supply and Sanitation Operations (2 years)
- Craft Certificate in Bricklaying and Masonry (2 years)
- Craft Certificate in Carpentry and Joinery (2 years)

Note: The duration for Craft Certificates under competence Based Education and Training is 2 years and 9 months

8.1.4. Trade Test Course (Ranging from Level 1-Level 3 Certificate ZTQF, Level 2 and Level 3)

- Electrical Technology Trade Test Level 1 (Level 3 certificate-1 year)
- Electrical Technology Trade Test Level 2 (6 Months)
- Electrical Technology Trade Test Level 3 (3Months)
- Automotive Engineering Trade Test Level 1 (Level 3 certificate-1 year)
- Automotive Engineering Trade Test Level 2 (6 Months)
- Automotive Engineering Trade Test Level 3 (3Months)
- Automotive Electrical Trade Test Level 1 (Level 3 certificate-1 year)
- Automotive Electrical Trade Test Level 2 (6 Months)
- Automotive Electrical Trade Test Level 3 (3Months)
- Heavy Equipment Engineering Trade Test Level 1 (Level 3 certificate-1 year)
- Heavy Equipment Engineering Trade Test Level 2 (6 Months)
- Heavy Equipment Engineering Trade Test Level 3 (3Months)
- Plumbing and Pipe Fitting Trade Test Level 1 (Level 3 certificate-1 year)
- Plumbing and Pipe Fitting Trade Test Level 2 (6 Months)
- Plumbing and Pipe Fitting Trade Test Level 3 (3Months)
- Metal Fabrication Trade Test Level 1 (Level 3 certificate-1 year)

- Metal Fabrication Trade Test Level 2 (6 Months)
- Metal Fabrication Trade Test Level 3 (3Months)
- Brick Laying and Masonry Trade Test Level 1 (Level 3 certificate-1 year)
- Brick Laying and Masonry Trade Test Level 2 (6 Months)
- Brick Laying and Masonry Trade Test Level 3 (3Months)
- Carpentry & Joinery Trade Test Level 1 (Level 3 certificate-1 year)
- Carpentry & Joinery Trade Test Level 2 (6 Months)
- Carpentry & Joinery Trade Test Level 3 (3Months)
- Fashion Design and Textiles Technology Trade Test Level 1 (Level 3 certificate-1 year)
- Fashion Design and Textiles Technology Trade Test Level 2 (6 Months)
- Fashion Design and Textiles Technology Trade Test Level 3 (3Months)
- Water Supply and Sanitation Operations Trade Test Level 1 (Level 3 certificate-1 year)
- Water Supply and Sanitation Operations Trade Test Level 2 (6 Months)
- Water Supply and Sanitation Operations Trade Test Level 3 (3Months)

8.1.5. Short courses

- Solar installations (4 Weeks)
- Plastic Welding
- Non-Revenue water
- Tailor made courses

8.2 Business Department

8.2.1. Business Programmes

- Diploma in Accountancy – ZICA (3 years)
- Diploma in Purchasing and Supply (ZIPS) (3 years)
- Diploma in Marketing (ZIM) (3 years)

8.2.2. Education Programmes (ECZ)

- Diploma in Computer Studies with English (3 years)
- Diploma in Computer Studies with Mathematics (3 years)
- Diploma in Business Studies (3 years)

8.2.3. Trade Test Courses (TEVETA) (From Level III to Level 1-Level 3 Certificate ZQAF))

- Food Production Trade Test Level I (1 Year)
- Food Production Trade Test Level III (3 Months)
- General Hospitality Trade Test Level I (1 Year)
- General Hospitality Trade Test Level III (3 Months)
- Tour Guiding Trade Test Level I (1 Year)
- Tour Guiding Trade Test Level III (3 Months)
- Music (3 Months)
- Cosmetology (3 Months)
- Clearing and Forwarding (3 Months)

8.1.5. Short courses

- Computer Studies (3 Months)

- Tailor made courses (3 Months)

8.3 Training Models

- Knowledge-Based Learning
- Competence-Based Education and Training (CBET)
- Dual VET Training (Institution–Industry Integration)
- Apprenticeships
- Open, Distance and Flexible Learning (ODFL)

9. Human Capital Capacity

LIBES is supported by a team of qualified, experienced, and industry-oriented professionals.

9.1 Capacity Development

- We embrace Continuous Professional Development (CPD) programmes
- We promote and facilitate Industry attachments for trainers
- We promote and support Skills upgrading of our trainers aligned with emerging technologies

10. Infrastructure and Facilities

The institution provides a conducive learning environment supported by:

- Specialized workshops with industry-relevant equipment
- Modern classrooms and training laboratories
- ICT infrastructure and digital learning systems
- Student accommodation facilities
- Functional Library
- Sports Facilities





11. Strategic Partnerships

LIBES collaborates with both national and international stakeholders to enhance training quality and relevance.

Key partners include:

- Ministry of Technology and Science (MoTS)
- Technical Education, Vocational and Entrepreneurship Training Authority (TEVETA)
- Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ)
- International Labour Organisation (ILO)
- Southern Water and Sanitation Company (SWSC)
- Water for Water (WFW)
- Local Authorities
- Traditional Leadership
- Engineering Institution of Zambia (EIZ)
- Zambia Institute of Chartered Accountants (ZICA)
- Zambia Institute of Purchasing and Supply (ZIPS)
- Zambia Institute of Marketing (ZIM)
- ZICAS University
- Zambia University College of Technology (ZUT)
- Kwame Nkrumah University
- Forum for African Women Educationalists Zambia (FAWEZA)
- INDO Bank
- ABSA Bank
- NATSAVE
- ZNBS
- ZACL
- ZAMREN

12. Key Achievements and Successes

- Successful implementation of industry-aligned training programmes
- Positive industry feedback on graduate performance
- Enhanced graduate entrepreneurship and self-employment outcomes
- Operationalization of Dual VET Training systems
- Strengthened industry partnerships
- Improved trainer capacity in CBET methodologies
- Increased graduate employability
- Active participation in the **THRIVE Project** supporting TVET transformation

13. Quality Assurance and Compliance

LIBES maintains high standards through:

- Competence-based assessment systems
- Regular curriculum review and validation
- Internal and external quality audits
- Accreditation by relevant regulatory bodies
- Compliance inspections by relevant authorities

14. Research, Innovation, and Development

- Conducting tracer studies to monitor graduate outcomes
- Promoting innovation in technical training
- Developing practical, industry-relevant solutions

15. Community Engagement and Social Responsibility

LIBES contributes to community development through:

- Outreach training programmes
- Skills development initiatives for local communities
- Promotion of cultural heritage and traditional practices
- Support to community development activities

16. Contact Information

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Locational map

