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List of Acronyms

| | |
|--------------|-----------------------------------------------------|
| UMA | Uganda Manufacturers Association |
| HEST | Higher Education Science and Technology |
| AfDB | African Development Bank |
| MUK | Makerere University Kampala |
| MUBS | Makerere University Business School |
| MUST | Mbarara University of Science and Technology |
| KYU | Kyambogo University |
| GU | Gulu University |
| UMI | Uganda Management Institute |
| S&T | Science and Technology |
| BUS | Busitema University |
| Eng. | Engineering |
| Info. Techn. | Information Technology |
| Dip. | Diploma |
| MU | Muni University |
| BIs | Benefiting Institutions |
| BSc. | Bachelor of Science |
| MSc. | Master of Science |
| MoESTS | Ministry of Education Science Technology and Sports |
| GoU | Government of Uganda |
| O. D | Ordinary Diploma |
| B. | Bachelor of |
| Pdn. | Production |

Executive summary

Uganda Manufacturers Association (UMA) in partnership with the Ministry of Education Science Technology and Sports (MoESTS) with support from the African Development Bank (AfDB) is running an internship program under the Higher Education Science and Technology (HEST) Project. The Project mostly focuses on Science and Technology interns.

The project's primary objective is to ensure that the graduates from the university are equipped with knowledge and skills that fit the demands of the employers and reduce on the unemployment rates among the youth in Uganda. The main goal of the project is to **improve skills of 2000** interns from eight Benefiting Institutions (BIs) namely: Kyambogo University (KYU), Busitema University (BUS), Makerere University (MUK), Gulu University (GU), Mbarara University of Science and Technology (MUST), Muni University (MU), Uganda Management Institute (UMI) and Makerere University Business School (MUBS). Ninety percent (90%) of the interns to be placed in the respective companies should be offering Science & Technology Courses while ten percent (10%) should be Arts interns. The project is providing skills to interns required by employers in Uganda to enhance their opportunities of employment in the future. While implementing the project activities, the following objectives must be met;

- To increase the Capacity of UMA to Manage Internship Programs
- To promote the HEST Project among UMA members and other Private Sector Companies.
- To improve Skills of Science and Technology Interns from the 8 Benefiting Institutions (BIs)
- To reduce the Cost on Expatriate Labor of Industries.

Kyambogo University (KYU) recommended 308 (266 male and 42 female) interns in total. The placement target for the year 2015 for KYU was to place 120 interns in different companies. However, due to the high demand of mechanical and electrical engineers in manufacturing companies, the target was surpassed by placing more 59 interns totaling to 179(155 male and 24 female) interns (149.17%).

Twenty six (26) interns (24 male and 2 female) were retained in the companies were they placed, which constituted 14.53% of the total interns placed. 18 interns (17 male and 1 female) were given

an extension to train with the company, and 1 male intern got employed after the internship training. 22 interns (17 male and 5 female) got employment before they were placed.

Working together with the university coordinators the project is requesting for 326 from KYU although the target is 216 to be trained under the HEST project in 2016.

1 Introduction

UMA has a total number of over 700 companies which lie in different sectors of the economy in all the four regions of the country (Central, Northern, Western and Eastern Region). Given this fact, UMA was the perfect executing agency when it comes to placement of students in both Arts (Management studies) and Sciences. KYU was selected as part of the 90% Science and Technology (S&T) slot of the HEST Internship Project. According to KYU, only Engineering, Science and Technology Students in their final year of study are eligible.

From the preferred University procedures, KYU recommended a total number of 308 interns. These were trained at UMA for 2 days in life and work place based skills in the month of June 2016. From July to December 2015, students were supported to do hands on internship training in companies for 2 – 3 months. The students were placed under company based technical supervisors with whom clear skills acquisition programs were agreed on. While at the companies, UMA-HEST Team made support supervision visits to ensure that skills acquisition was ongoing to the satisfaction of the company based technical supervisors.

The HEST Team managed to place 179 students but 172 managed to continue with their training and completed successfully. The majority of the placement (76 interns) were realized in July and of these 75 managed to complete their internship. The placements in the subsequent months included; August (37), September (39), October (4), November (12) and December (11). The remaining interns (104) will be placed before the end of June 2016 when the next cohort of 2016-2017 arrives.

The chapters ahead will detail the general information and proceed with placements of interns, course distribution, gender distribution, interns per company, retained interns, challenges and mitigations, interns not yet placed and finally end with skills attained.

2 General information

2.1 University procedure

Kyambogo University placed an advert to all notice boards; it was given to all Heads of Departments and class coordinators of all final year classes in all Science and Technology programs. Evaluation and selection was carried out by use of evaluation forms where female students and students with disabilities were given special consideration.

Although the UMA-HEST team had requested for 186 students, 189 students were recommended by KYU.

2.2 UMA-HEST procedure

- UMA-HEST received the recommended students from KYU but due to the higher demand of students especially diploma students, the UMA-HEST team requested for more students and KYU sent 119 extra students totaling to 308.
- Carried out a two day training at the Multi-purpose hall in UMA
- Students were placed to different companies according to the demands of employers.
- Placed students to different companies depending on their field of study.

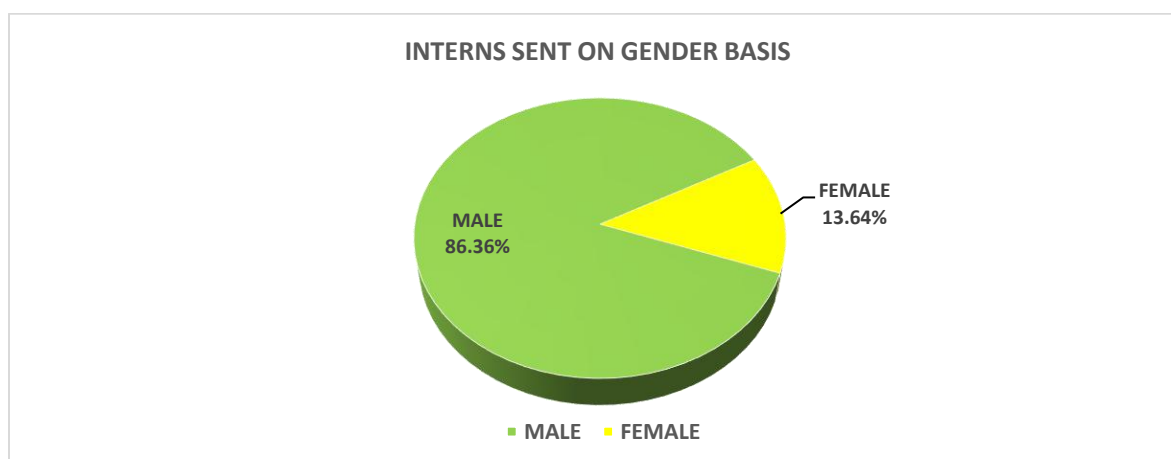
The selected students were given approved letters i.e. the Offer and Introductory letters are attached in the *Annex*. Each intern was assigned a HEST IP address that confirms the intern is under the project and has been placed in a particular company for internship.

2.3 Gender

Majority of the participating students were males compared to females. The detailed information on the distribution of gender is noted in the next chapter. Out of the 308 students trained, 42 were female and 266 were male.

Table 1: Gender composition of interns recommended

| GENDER | INTERNS RECOMMENDED | % COMPOSITION |
|-------------|---------------------|---------------|
| MALE | 266 | 86.36% |
| FEMALE | 42 | 13.64% |
| Grand Total | 308 | 100.00% |

Figure 1: Gender composition of interns recommended

2.4 Courses

KYU selected and recommended students from 24 different courses to the UMA-HEST project. The details of which are shown in the table below.

Table 2: List of Courses Recommended by the University

| No | COURSES | INTERNS RECOMMENDED | % COMPOSITION |
|----|----------------------------------------------------|------------------------|------------------|
| 1 | Bach. Of Eng. In Telecom Eng. | 24 | 7.79% |
| 2 | Bach. Eng. Industrial Eng. & Management | 31 | 10.06% |
| 3 | Bach. Arts in Economics | 1 | 0.32% |
| 4 | Bach. in Environmental Science and Technology | 1 | 0.32% |
| 5 | Bach. Of Automotive And Power Eng. | 22 | 7.14% |
| 6 | Bach. Of Eng. In Civil And Building Eng. | 39 | 12.66% |
| 7 | Bach. Of Eng. In Mechanical And Manufacturing Eng. | 41 | 13.31% |
| 8 | Bach. Of Sc. Chemical Eng. | 8 | 2.60% |
| 9 | BSc food processing technology | 3 | 0.97% |
| 10 | BSc. Info Techn & Computing | 17 | 5.52% |
| 11 | BSc. Science Technology Biology | 1 | 0.32% |
| 12 | Dip. Refrigeration & Air conditioning | 4 | 1.30% |
| 13 | Diploma In Computer Science | 5 | 1.62% |
| 14 | Higher Dip. Civil And Building Eng. | 3 | 0.97% |
| 15 | Higher Dip. Electrical Eng. | 12 | 3.90% |

| | | | |
|--------------------|------------------------------------|------------|----------------|
| 16 | Higher Dip. Mechanical Eng. | 2 | 0.65% |
| 17 | O. D Civil And Building Eng. | 4 | 1.30% |
| 18 | O. D Telecom Eng. | 8 | 2.60% |
| 19 | Ord. Dip In Computer Eng. | 6 | 1.95% |
| 20 | O. D Architecture | 4 | 1.30% |
| 21 | O. D Automotive Eng. | 11 | 3.57% |
| 22 | O. D Electrical Eng. | 23 | 7.47% |
| 23 | O. D Mechanical Eng. and Pdn. Eng. | 28 | 9.09% |
| 24 | O. D In Water Eng. | 10 | 3.25% |
| Grand Total | | 308 | 100.00% |



Figure 2: Kyambogo students during the orientation at UMA



Figure 3: Some of the kyambogo students during discussion after the orientation

3 Placement

Placing interns from KYU started in July 2015 after the induction at UMA. Out of 308 interns, UMA-HEST team placed 179 students to different companies but only 172 interns managed to complete their training. The 2015 placement target for KYU was 120 interns. The UMA-HEST team surpassed the target by 149.17%.

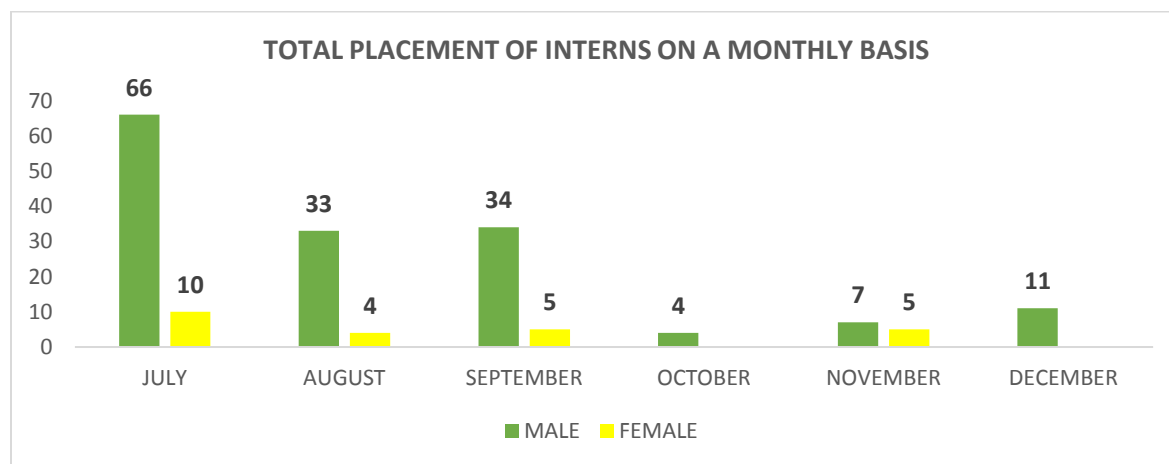
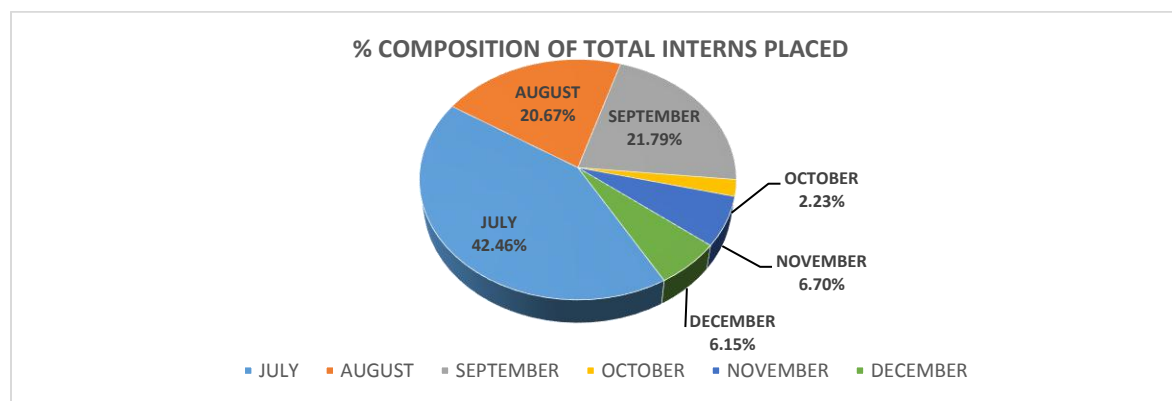
3.1 Total Placed Interns

Majority of placements were made in July with 76 students, September with 37 students, August with 39 students, October with 4 students, November with 12 students then followed by December with 11 students in their order.

The highest number of students placed was in July with 42.46%, then followed by September with 21.79%, August with 20.67%, then November with 6.70%, December with 6.15% and finally October with 2.23%.

Table 3: Table showing the placements per month

| MONTHS | MALE | FEMALE | Grand Total |
|--------------------|------------|-----------|-------------|
| JULY | 66 | 10 | 76 |
| AUGUST | 33 | 4 | 37 |
| SEPTEMBER | 34 | 5 | 39 |
| OCTOBER | 4 | | 4 |
| NOVEMBER | 7 | 5 | 12 |
| DECEMBER | 11 | | 11 |
| Grand Total | 155 | 24 | 179 |

Figure 4: Total placement per Month**Figure 5: Graph showing the placements per month**

3.2 Actual placement

For purposes of this report, actual placement means the number of interns who successfully completed their internship.

Of the 308 interns recommended, 179 students were placed for internship but only 172 interns managed to complete their respective internship successfully.

Majority of placements were made in July with 75 students, September with 39 students, August with 37 students, November with 12, December with 5 students then followed by October with 4 students in their order. The majority of the participating students were males. The table below indicates the actual students who managed to complete their training for the month of July-December 2015.

Table 4: Showing the actual placement of students per month

| MONTHS | MALE | FEMALE | Grand Total |
|--------------------|------------|-----------|-------------|
| JULY | 65 | 10 | 75 |
| AUGUST | 33 | 4 | 37 |
| SEPTEMBER | 34 | 5 | 39 |
| OCTOBER | 4 | | 4 |
| NOVEMBER | 7 | 5 | 12 |
| DECEMBER | 5 | | 5 |
| Grand Total | 148 | 24 | 172 |

Figure 6: Graph showing actual interns placed as per gender per month

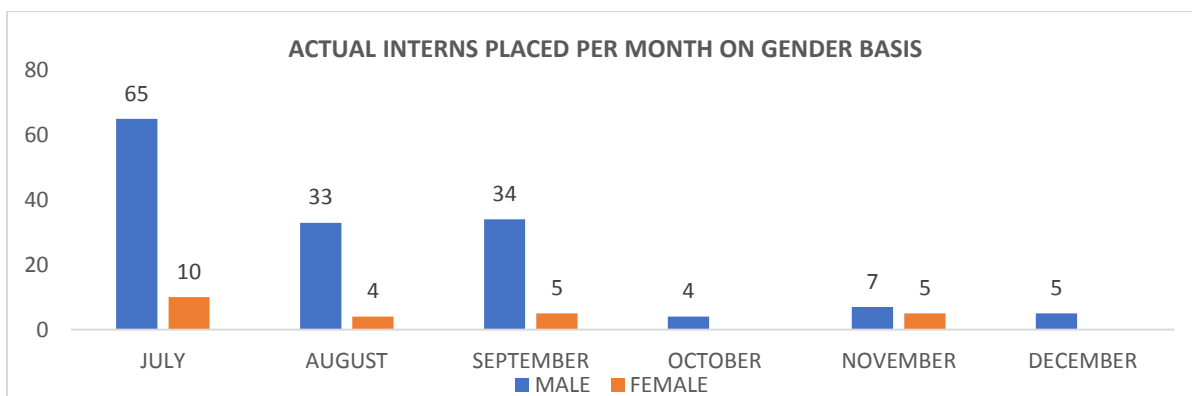


Figure 7: Pie chart showing the actual placements per gender basis

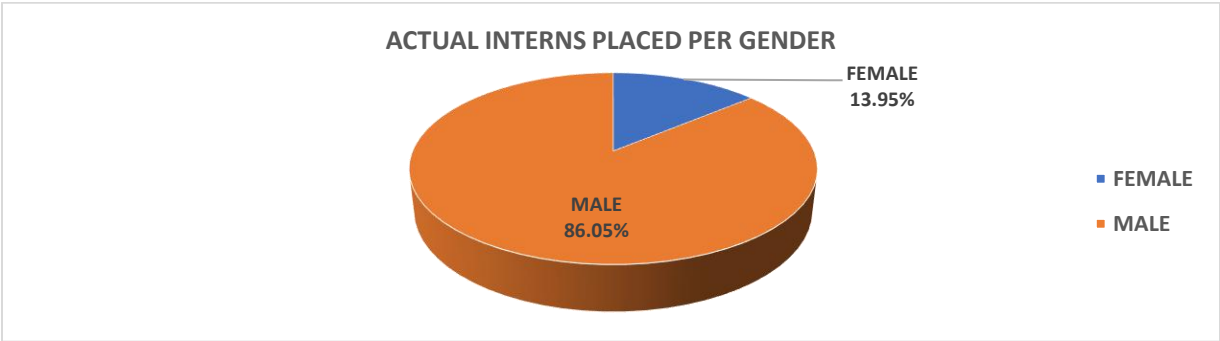


Figure 8: Female intern operating a machine as fellow interns and supervisors look on.



Figure 5: some of the interns placed at steel and Tube Company limited

4 Course distribution

4.1 Intern Recommended per Gender per Course

The Interns recommended by the University were selected from 24 courses. The majority of interns recommended offered courses such as Bach. Of Eng. In Mechanical and Manufacturing Eng. (41-7 female and 34 male), Bach. Of Eng. In Civil and Building Eng. (39- 6 female and 33 male), and Bach. Eng. Industrial Eng. & Management (31- 5 female and 26 male). The least offered were; BSc.Science Technology Biology (1 male) and Bach. Environmental Science and Technology (1 male). Details are shown in the table below.

Table 5: Showing total interns as per gender per Course

| No | COURSES | FEMALES | MALES | Grand Total |
|----|----------------------------------------------------|---------|-------|-------------|
| 1 | Bach. Of Eng. In Telecom Eng. | 7 | 17 | 24 |
| 2 | Bach. Eng. Industrial Eng. & Management | 5 | 26 | 31 |
| 3 | Bach. Arts in Economics | 1 | | 1 |
| 4 | Bach. in Environmental Science and Technology | | 1 | 1 |
| 5 | Bach. Of Automotive And Power Eng. | 1 | 21 | 22 |
| 6 | Bach. Of Eng. In Civil And Building Eng. | 6 | 33 | 39 |
| 7 | Bach. Of Eng. In Mechanical And Manufacturing Eng. | 7 | 34 | 41 |
| 8 | Bach. Of Sc. Chemical Eng. | 3 | 5 | 8 |
| 9 | BSc food processing technology | | 3 | 3 |
| 10 | BSc.Info Techn & Computing | 3 | 14 | 17 |
| 11 | BSc.Science Technology Biology | | 1 | 1 |
| 12 | Dip. Refrigeration &Air conditioning | | 4 | 4 |
| 13 | Diploma In Computer Science | 2 | 3 | 5 |
| 14 | Higher Dip. Civil And Building Eng. | | 3 | 3 |
| 15 | Higher Dip. Electrical Eng. | 1 | 11 | 12 |
| 16 | Higher Dip. Mechanical Eng. | | 2 | 2 |
| 17 | O. D Civil And Building Eng. | | 4 | 4 |
| 18 | O. D Telecom Eng. | | 8 | 8 |
| 19 | Ord. Dip In Computer Eng. | | 6 | 6 |
| 20 | O. D Architecture | | 4 | 4 |
| 21 | O. D Automotive Eng. | 1 | 10 | 11 |
| 22 | O. D Electrical Eng. | 2 | 21 | 23 |

| | | | | |
|----|-----------------------------------|-----------|------------|------------|
| 23 | O. D Mechanical Eng. and Pdn Eng. | 1 | 27 | 28 |
| 24 | O. D In Water Eng. | 2 | 8 | 10 |
| | Grand Total | 42 | 266 | 308 |

4.2 Interns Placed per Course

Out of the 308 students recommended by KYU, 179 were placed. Interns from courses such as Bach. of Eng. In Civil and Building Eng. (28- 15.64%), Industrial Eng. & Management (23-12.85%), and O. D Mechanical Eng. and Pdn Eng. (21-11.73%) were the highest placed well as interns from courses such as Bach. In Environmental Science and Technology, BSc.Science Technology Biology, Higher Dip. Mechanical Eng. were the least placed with (1-0.56%) each respectively. Below is a detailed tabular representation of the above.

Table 6: Showing the number of students placed as per course per month

| No | COURSES | INTERNS PLACED | % COMPOSITION |
|----|----------------------------------------------------|-------------------|---------------|
| 1 | Bach. Of Eng. In Telecom Eng. | 7 | 3.91% |
| 2 | Bach. Eng. Industrial Eng. & Management | 23 | 12.85% |
| 3 | Bach. in Environmental Science and Technology | 1 | 0.56% |
| 4 | Bach. Of Automotive And Power Eng. | 15 | 8.38% |
| 5 | Bach. Of Eng. In Civil And Building Eng. | 28 | 15.64% |
| 6 | Bach. Of Eng. In Mechanical And Manufacturing Eng. | 19 | 10.61% |
| 7 | Bach. Of Sc. Chemical Eng. | 5 | 2.79% |
| 8 | BSc. Info Tech & Computing | 7 | 3.91% |
| 9 | BSc. Science Technology Biology | 1 | 0.56% |
| 10 | Higher Dip. Civil And Building Eng. | 2 | 1.12% |
| 11 | Higher Dip. Electrical Eng. | 9 | 5.03% |
| 12 | Higher Dip. Mechanical Eng. | 1 | 0.56% |
| 13 | O. D Civil And Building Eng. | 2 | 1.12% |
| 14 | O. D Telecom Eng. | 2 | 1.12% |
| 15 | Ord. Dip In Computer Eng. | 2 | 1.12% |
| 16 | O. D Architecture | 2 | 1.12% |
| 17 | O. D Automotive Eng. | 6 | 3.35% |
| 18 | O. D Electrical Eng. | 17 | 9.50% |

| | | | |
|----|-----------------------------------|------------|----------------|
| 19 | O. D Mechanical Eng. and Pdn Eng. | 21 | 11.73% |
| 20 | O. D In Water Eng. | 9 | 5.03% |
| | Grand Total | 179 | 100.00% |

4.3 Actual Monthly placement per course

179 Interns were placed however, 7 interns left their work places reducing the actual number of interns to 172. Below is a tabular representation of interns per course who actually completed the internship.

Table 7: Showing the number of actual students placed as per course per month

| No | COURSES | INTERNS PLACED | % COMPOSITION |
|----|----------------------------------------------------|-------------------|------------------|
| 1 | Bach. Of Eng. In Telecom Eng. | 6 | 3.49% |
| 2 | Bach. Eng. Industrial Eng. & Management | 23 | 13.37% |
| 3 | Bach. in Environmental Science and Technology | 1 | 0.58% |
| 4 | Bach. Of Automotive And Power Eng. | 15 | 8.72% |
| 5 | Bach. Of Eng. In Civil And Building Eng. | 27 | 15.70% |
| 6 | Bach. Of Eng. In Mechanical And Manufacturing Eng. | 18 | 10.47% |
| 7 | Bach. Of Sc. Chemical Eng. | 5 | 2.91% |
| 8 | BSc. Info Techn & Computing | 7 | 4.07% |
| 9 | BSc. Science Technology Biology | 1 | 0.58% |
| 10 | Higher Dip. Civil And Building Eng. | 2 | 1.16% |
| 11 | Higher Dip. Electrical Eng. | 8 | 4.65% |
| 12 | Higher Dip. Mechanical Eng. | 1 | 0.58% |
| 13 | O. D Civil And Building Eng. | 2 | 1.16% |
| 14 | O. D Telecom Eng. | 2 | 1.16% |
| 15 | Ord. Dip In Computer Eng. | 2 | 1.16% |
| 16 | O. D Architecture | 2 | 1.16% |
| 17 | O. D Automotive Eng. | 6 | 3.49% |
| 18 | O. D Electrical Eng. | 17 | 9.88% |
| 19 | O. D Mechanical Eng. and Pdn Eng. | 18 | 10.47% |

| | | | |
|----|--------------------|------------|----------------|
| 20 | O. D In Water Eng. | 9 | 5.23% |
| | Grand Total | 172 | 100.00% |

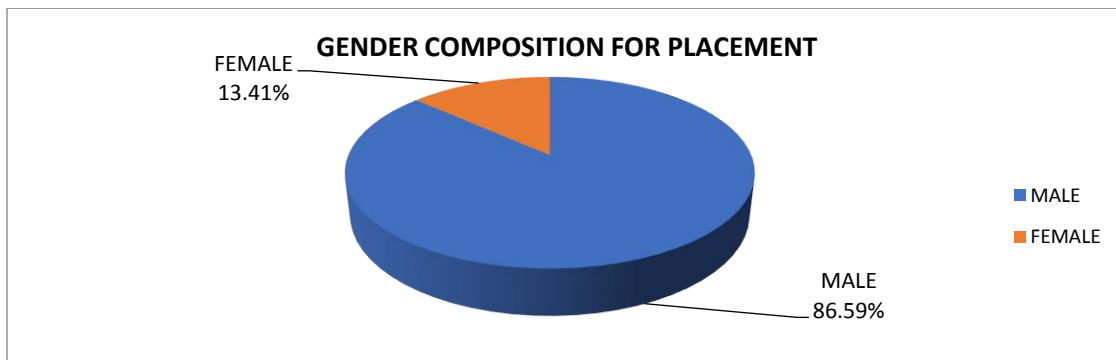
5 Gender Distribution

The majority of interns placed were male. The highest number of male interns placed was in July (66 male and 10 female) followed by August (33 male and 4 female) and lastly September (34 male and 5 female). However, the highest number of female interns placed was in July 2015, well as no female interns were placed in October and December 2015 respectively.

Table 8: Showing interns placed as per gender per month

| GENDER | MALE | FEMALE | Grand Total |
|--------------------|------------|-----------|-------------|
| JULY | 66 | 10 | 76 |
| AUGUST | 33 | 4 | 37 |
| SEPTEMBER | 34 | 5 | 39 |
| OCTOBER | 4 | | 4 |
| NOVEMBER | 7 | 5 | 12 |
| DECEMBER | 11 | | 11 |
| Grand Total | 155 | 24 | 179 |

Figure 9: Pie chart showing the placements per Gender



Out of the 179 interns placed 155 were males and 24 females giving a percentage of 86.59% and 13.41 % respectively.

6 Interns per company

Different companies were able to partner with the UMA-HEST Project and took up some of the available students for the training.

Seventy eight (**79**) companies offered interns training opportunities according to their respective fields of study. Employers who accepted most interns included; Tororo Cement (18 interns), Steel and Tube Industries (18 interns), KECCO Ltd (15 interns) and many others as shown in the table below.

Table 9. showing companies that trained interns

| No | COMPANIES | FEMALE | MALE | Grand Total |
|----|------------------------------------|--------|------|-------------|
| 1 | Abacus Paranteral Drugs Ltd | | 3 | 3 |
| 2 | Abubaker Technical Services & Ltd | | 1 | 1 |
| 3 | Achelis (U) Ltd | | 1 | 1 |
| 4 | Advent City Ltd | | 1 | 1 |
| 5 | Arce Eng. Works | 1 | 3 | 4 |
| 6 | BITS Technical Services | 1 | | 1 |
| 7 | BM Steel | | 1 | 1 |
| 8 | Boss beverages Ltd | 1 | 1 | 2 |
| 9 | Century Bottling Company | | 1 | 1 |
| 10 | Crown beverages | | 2 | 2 |
| 11 | David Eng. Ltd | | 4 | 4 |
| 12 | Desire Beauty Products Ltd | 1 | | 1 |
| 13 | Easy Systems | | 1 | 1 |
| 14 | Ebowa Investment | | 1 | 1 |
| 15 | Elmah Technologies | | 1 | 1 |
| 16 | Entorque Eng Ltd | | 1 | 1 |
| 17 | Esbro Construction Ltd | 1 | | 1 |
| 18 | Excel Construction Company | | 1 | 1 |
| 19 | Flexy Investment Ltd | | 1 | 1 |
| 20 | Friendship Container Manufacturers | | 2 | 2 |
| 21 | G.M Sugar | | 2 | 2 |
| 22 | Galooli (U) Ltd | 2 | 3 | 5 |

| | | | | |
|----|------------------------------------|---|----|----|
| 23 | Glory Fm | | 1 | 1 |
| 24 | Gotino Construction Specialist Ltd | 1 | 2 | 3 |
| 25 | Group MFI | | 1 | 1 |
| 26 | Hama Investment Ltd | | 1 | 1 |
| 27 | Home & Gardens | | 1 | 1 |
| 28 | Infinity computer Solutions | | 1 | 1 |
| 29 | Intelligent Solutions Ltd | | 1 | 1 |
| 30 | Kakkumann Investment Ltd | | 1 | 1 |
| 31 | Kecco Ltd | 1 | 14 | 15 |
| 32 | Ken Paper | | 1 | 1 |
| 33 | Kinkiizi traders | | 4 | 4 |
| 34 | LM Eng. Ltd | | 2 | 2 |
| 35 | Logos skills Training Centre | | 1 | 1 |
| 36 | Longjan Road & Bridge Company | | 1 | 1 |
| 37 | Mafarin Energy Co. Ltd | | 3 | 3 |
| 38 | Ministries Eng. Company | 1 | | 1 |
| 39 | Modern Steel International | | 4 | 4 |
| 40 | Mukoda Eng. Works | 1 | | 1 |
| 41 | Muttico Technical Sevices Ltd | 1 | 3 | 4 |
| 42 | National teachers association | | 1 | 1 |
| 43 | Nelis Technical Services Ltd | | 1 | 1 |
| 44 | Nsimibi & Sons Automobiles | | 1 | 1 |
| 45 | NWSC | 2 | 6 | 8 |
| 46 | Oriolec Africa | | 2 | 2 |
| 47 | PAPAN UG LTD | | 1 | 1 |
| 48 | Peacock Paints | 1 | 3 | 4 |
| 49 | Peal Autos Inventory Ltd | | 1 | 1 |
| 50 | Pera Investments (U) Ltd | | 1 | 1 |
| 51 | Pokor Associates | 1 | | 1 |
| 52 | Quality Chemical (U) Ltd | | 2 | 2 |
| 53 | Riley packaging (U) Ltd | | 2 | 2 |
| 54 | Rinack Holdings Ltd | | 1 | 1 |
| 55 | Roofings Ltd | | 4 | 4 |

| | | | | |
|----|------------------------------------|-----------|------------|------------|
| 56 | Ruako Limited | | 1 | 1 |
| 57 | Scope Construction & Trading | | 2 | 2 |
| 58 | SCOUL | | 1 | 1 |
| 59 | Semiliki Rift (U) Ltd | | 1 | 1 |
| 60 | SESACO | | 1 | 1 |
| 61 | Shumuk Aluminum Industries | | 1 | 1 |
| 62 | Spedag Interfreight | | 1 | 1 |
| 63 | Steel & Tube Industries Ltd | 2 | 16 | 18 |
| 64 | SYLVER TECHNICAL SERVICES | | 1 | 1 |
| 65 | TATA (U) LTD | | 1 | 1 |
| 67 | Technical Masers Ltd | | 1 | 1 |
| 68 | Tilda (U) Ltd | | 1 | 1 |
| 69 | Tororo Cement | 4 | 14 | 18 |
| 70 | Toyota (U) Ltd | | 5 | 5 |
| 71 | Transtrac | | 1 | 1 |
| 72 | Tri-some Technical | | 1 | 1 |
| 73 | Tulibagenyi James General Hardware | | 1 | 1 |
| 74 | Uganda Broadcasting Corporation | | 1 | 1 |
| 75 | UIRI | 1 | | 1 |
| 76 | UMA | 1 | 1 | 2 |
| 77 | Vital construction | | 1 | 1 |
| 78 | ken paper Ltd | | 2 | 2 |
| 79 | Bigtime star IT Solutions | | 1 | 1 |
| | Grand Total | 24 | 155 | 179 |

7 Interns Retained

7.1 Interns retained per company on Gender basis

During the period of training, 26 interns were retained in the 17 companies where they were placed for training. Of the 26 interns retained, 24 (92.3%) were male and 2 (7.7%) were female.

Table 10: showing companies as per trained interns and retained

| No | COMPANY | FEMALE | MALE | Grand Total |
|----|------------------------------------|----------|-----------|-------------|
| 1 | Arce Eng. Works | | 1 | 1 |
| 2 | David Eng. Ltd | | 4 | 4 |
| 3 | Elmah Technologies | | 1 | 1 |
| 4 | Gotino Construction Specialist Ltd | | 1 | 1 |
| 5 | Hama Investment Ltd | | 1 | 1 |
| 6 | Kakkumann Investment Ltd | | 1 | 1 |
| 7 | Kecco Ltd | | 5 | 5 |
| 8 | Ministries Eng. Company | 1 | | 1 |
| 9 | National teachers association | | 1 | 1 |
| 10 | PAPAN UG LTD | | 1 | 1 |
| 11 | Ruako Limited | | 1 | 1 |
| 12 | Steel & Tube Industries Ltd | 1 | | 1 |
| 13 | TATA (U) LTD | | 1 | 1 |
| 14 | Tilda (U) Ltd | | 1 | 1 |
| 15 | Toyota (U) Ltd | | 3 | 3 |
| 16 | Transtrac | | 1 | 1 |
| 17 | Tri-some Technical | | 1 | 1 |
| | Grand Total | 2 | 24 | 26 |

7.2 Interns retained per course

Different companies had varying requirements on the fields they wanted to employ. The information below illustrates the number of students who were retained per course majority being Bach. Civil and Building Eng., then Bach. Industrial Eng. and Pdn Management and many others.

Table 11: Interns Retained per Course per Gender

| No | COURSES | FEMALE | MALE | Grand Total |
|----|-----------------------------------------------|--------|------|-------------|
| 1 | Bach. Eng. Industrial Eng. & Management | | 5 | 5 |
| 2 | Bach. in Environmental Science and Technology | | 1 | 1 |
| 3 | Bach. Of Automotive And Power Eng. | | 5 | 5 |
| 4 | Bach. Of Eng. In Civil And Building Eng. | 1 | 6 | 7 |

| | | | | |
|----|------------------------------|----------|-----------|-----------|
| 5 | Higher Dip. Electrical Eng. | | 1 | 1 |
| 6 | O. D Civil And Building Eng. | | 1 | 1 |
| 7 | Ord. Dip In Computer Eng. | | 1 | 1 |
| 8 | O. D Architecture | | 1 | 1 |
| 9 | O. D Automotive Eng. | 1 | | 1 |
| 10 | O. D Electrical Eng. | | 2 | 2 |
| 11 | O. D In Water Eng. | | 1 | 1 |
| | Grand Total | 2 | 24 | 26 |

7.3 Interns Retained per Month on Gender basis

Of the 26 interns retained per month, only 2 were female and 24 were male. The highest number of interns were retained in August (13) followed by July (6). The least number of interns was realized in the month of December 2015. Two (2) female interns were retained in July and September (3) respectively.

Table 12: Interns retained on Monthly basis

| MONTHS | FEMALE | MALE | Grand Total |
|-------------|--------|------|-------------|
| JULY | 1 | 5 | 6 |
| AUGUST | | 13 | 13 |
| SEPTEMBER | 1 | 2 | 3 |
| OCTOBER | | 3 | 3 |
| DECEMBER | | 1 | 1 |
| Grand Total | 2 | 24 | 26 |

8 Challenges and Mitigation

Table 13: Challenges and Mitigations during the Placement Period

| CHALLENGES | MITIGATION |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Some students were not willing to train with companies they were allocated due to different personal reasons like the company being distant from their places of residence, conditions at the company not being favorable for them among others. | Before being sent to companies, the UMA-HEST team embarked on a process of giving interns company details like the location of the company, structure, work place supervisor among others. |
| During internship, some students delayed in submitting their monthly reports which affected the planning process. This is so because it's mandatory for students to receive their stipends after submission of their reports. | In addition to the procedure in the offer letter, courtesy calls were made to the students who did not comply. |
| Lack of enough information on some of the courses and their specifications hence distorting the placement of some interns. Most employers found it more comfortable to place Mechanical Engineers but not Industrial Engineers yet sources indicate they share most of the course content at university level. | Where appropriate, the UMA-HEST team has been explaining to the companies the differences in the respective courses and where employers have not realized the relevance of a course, information is being prepared for university coordinators for a way forward on such courses. |
| Some companies dictated on what they needed for example what gender, what course and the particular university from which students should be selected. For example Steel and Tube accepted only Diploma holders for | A more flexible method of placing interns has been developed. The UMA-HEST team is in constant touch with companies explaining to them the importance of |

| | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Mechanical Engineering, some companies hesitated on training females. | internship and why their uptake of interns should be more flexible. |
| Some students from courses such as Telecom Engineering could not be taken up by the major existing competitive companies. Improved technology has led to redundancies in the telecom engineering field, so fewer Telecom Engineers can be placed. Their technology is dynamic and company specific. | This report is requesting universities to revise the numbers of uptake of students in certain courses, merge some courses which are too specific at Bachelor level, and scrap others which have become redundant. |
| The project ran out of interns for particular courses that were required by companies for example Electrical Engineers, Mechanical Engineers. This was because the university sent few from these companies and they were all placed. | UMA-HEST team requested KYU coordinators to send more students so as to avoid the shortage. The Project is requesting KYU to maintain a standby list in case more interns are needed. |

9 Interns Not Yet Placed

As of 31st December 2015, 104 interns had not yet been placed. Out of the 308 students recommended, 22 students managed to get job opportunities with other companies before training with UMA-HEST and 3 students were not willing to train with the companies they were allocated to. Most of the Interns not yet placed are male and majority of them are students of B. Eng. in Telecom Eng., Civil Eng. and Information and Computing Technology. The details are tabulated below.

Table 14: Interns Not Yet Placed on Gender basis

| No | COURSE | FEMALE | MALE | Grand Total |
|----|----------------------------------------------------|-----------|-----------|-------------|
| 1 | Bach. Of Eng. In Telecom Eng. | 4 | 11 | 15 |
| 2 | Bach. Eng. Industrial Eng. & Management | | 6 | 6 |
| 3 | Bach. Arts in Economics | 1 | | 1 |
| 4 | Bach. Of Automotive And Power Engineering | 1 | 6 | 7 |
| 5 | Bach. Of Eng. In Civil And Building Eng. | 1 | 8 | 9 |
| 6 | Bach. Of Eng. In Mechanical And Manufacturing Eng. | 2 | 9 | 11 |
| 7 | Bach. Of Sc. Chemical Eng. | 1 | 2 | 3 |
| 8 | BSc food processing technology | | 3 | 3 |
| 9 | BSc. Info Techn & Computing | 1 | 8 | 9 |
| 10 | Dip. Refrigeration & Air conditioning | | 4 | 4 |
| 11 | Diploma In Computer Science | 2 | 3 | 5 |
| 12 | Higher Dip. Electrical Eng. | | 2 | 2 |
| 13 | Higher Dip. Mechanical Eng. | | 1 | 1 |
| 14 | O. D Civil And Building Eng. | | 2 | 2 |
| 15 | O. D Telecom Eng. | | 6 | 6 |
| 16 | Ord. Dip In Computer Eng. | | 4 | 4 |
| 17 | O. D Architecture | | 2 | 2 |
| 18 | O. D Automotive Eng. | | 5 | 5 |
| 19 | O. D Electrical Eng. | | 5 | 5 |
| 20 | O. D Mechanical Eng. and Pdn Eng. | | 3 | 3 |
| 21 | O. D In Water Eng. | | 1 | 1 |
| | Grand Total | 13 | 91 | 104 |

10 Skills Attained

Interns acquired skills during the Internship both in their field of study and outside their educational background. This increased the Intern's capacity in problem solving and innovativeness during the Internship. Some skills acquired are listed as follows:

The professional skills include:

- i. Networking skills
- ii. Occupational Health & Safety
- iii. Web design skills

- iv. Equipment handling skills
- v. Report writing skills
- vi. Bank reconciliation
- vii. Record keeping
- viii. Use of software applications
- ix. Professional marketing skills
- x. Appropriate use of computer software packages namely, MS-Excel, Service Information System (SIS) among others.
- xi. Industrial business documentation

The soft skills include:

- i. Interpersonal & attitude change skills
- ii. Time management skills
- iii. Communication skills
- iv. Team work skills
- v. Entrepreneurship
- vi. Personal Development
- vii. Work place dress code
- viii. Flexibility at work
- ix. Negotiation skills
- x. Problem solving

11 Way forward

The UMA-HEST team expects to place **216 interns** in the year 2016 and therefore requests for **326 students**. The project looks forward to ensuring that all interns placed benefit from the program by gaining skills in their fields of study so that even when they fail to get employment, they can at least start up their own businesses.

12 Conclusion

The UMA-HEST Project had a target of placing 120 interns from Kyambogo University in the period of July to December 2015. This target was surpassed by placing 59 more interns totaling to 179 (149.17% – 155 male and 24 female) interns. 26 (14.53%) interns were retained (24- male and 2- female). 22 interns got employed before being placed and 7 interns left the company before the end of their respective internships. The 104 interns still in the UMA-HEST Project database as of 31st December 2015 will be placed before the next cohort of 2016.

Higher Education being the heart of Education as well as the core of National and Development Systems, the UMA-HEST Project team would like to thank the Government of Uganda (GOU), Funders (AfDB), University Coordinators, Employers, Interns and other stakeholders at large who have played a tremendous role in the implementation of the HEST Project.

ANNEX 1: LISTS OF INTERNS PLACED BETWEEN THE PERIOD JULY TO DECEMBER 2015

JULY

| No | SURNAME | FIRST NAME | G(M/F) | COURSE | COMPANY | COMMENT |
|----|--------------|--------------|--------|--------------------------------------------|------------------------------------|--------------|
| 1 | Akankwasa | Andrew | MALE | Higher Dip. Electrical Engineering | Roofings Ltd | Left Work B |
| 2 | Akatwijuka | Precious | FEMALE | B. Eng Industrial Eng&Management | Peacock Paints | Not Retained |
| 3 | Akatwizuka | Edgar | MALE | B. Eng In Mechanical And Manufacturing Eng | Abacus Parenteral Drugs Ltd | Not Retained |
| 4 | Alinda | Martin | MALE | O. D Electrical Engineering | Roofings Ltd | Not Retained |
| 5 | Amongin | Jane Frances | FEMALE | B. Eng In Civil And Building Eng | Pokor Associates | Not Retained |
| 6 | Anabo Madira | Edgar | MALE | B. Eng Industrial Eng & Management | Friendship Container Manufacturers | Not Retained |
| 7 | Arinde | Ronald Rony | MALE | B. Automotive And Power Engineering | Modern Steel International | Not Retained |
| 8 | Atimango | Fiona Mukasa | FEMALE | O. D In Water Engineering | NWSC | Not Retained |
| 9 | Atuhurra | Jesse | MALE | B. Eng In Telecom.Eng | Galooli (U) Ltd | Not Retained |
| 10 | Babirye | Alice | FEMALE | O. D Mechanical Eng and Pdn Eng | Steel &Tube Industries Ltd | Not Retained |
| 11 | Bagoole | Gilbert | MALE | BSc. Inf Techn & Computing | Mafarin Energy Co. Ltd | Not Retained |
| 12 | Bainomugisha | Godwin | MALE | B. Eng In Mechanical And Manufacturing Eng | Century Bottling Company | Not Retained |
| 13 | Banadda | Alex | MALE | O. D Electrical Engineering | Muttico Technical Services Ltd | Not Retained |
| 14 | Barasa Bwire | Isaac | MALE | O. D In Water Engineering | NWSC | Not Retained |
| 15 | Bbuule | Dick | MALE | B. Eng Industrial Eng&Management | Peacock Paints | Not Retained |
| 16 | Ddamba | Lawrence | MALE | O. D In Water Engineering | NWSC | Not Retained |
| 17 | Ekaju | Gilbert | MALE | Higher Dip. Electrical Engineering | Mafarin Energy Co. Ltd | Not Retained |
| 18 | Kakai | Philo | MALE | B.Sc. Chemical Eng | NWSC | Not Retained |
| 19 | Kakwikiri | Geofrey | MALE | O. D Mechanical Eng and Pdn Eng | Steel &Tube Industries Ltd | Not Retained |
| 20 | Kalenga | Ivan | MALE | O. D Electrical Engineering | Muttico Technical Services Ltd | Not Retained |
| 21 | Kapanza Kule | Robert | MALE | O. D Mechanical Eng and Pdn Eng | Steel &Tube Industries Ltd | Not Retained |

| | | | | | | |
|----|------------|------------------|--------|-------------------------------------------|----------------------------|--------------|
| 22 | Kasolo | Enock | MALE | B. Automotive And Power Engineering | Transtrac | Retained |
| 23 | Kato | Abert | MALE | B.Eng Industrial Eng&Management | Shumuk Aluminum Industries | Not Retained |
| 24 | Kibuuka | Joseph | MALE | O. D Mechanical Eng and Pdn Eng | Steel &Tube Industries Ltd | Not Retained |
| 25 | Kitayimbwa | Meddy | MALE | B. Automotive And Power Engineering | TATA (U) LTD | Retained |
| 26 | Kizito | William | MALE | B. Automotive And Power Engineering | Semiliki Rift (U) Ltd | Not Retained |
| 27 | Kuteesa | Stephen | MALE | B.Eng In Mechanical And Manufacturing Eng | Home & Gardens | Not Retained |
| 28 | Kyagwe | Isaac | MALE | B. Automotive And Power Engineering | Modern Steel International | Not Retained |
| 29 | Labalpiny | Nelson | MALE | O. D Electrical Engineering | SYLVER TECHNICAL SERVICES | Not Retained |
| 30 | Lule | Daniel Marvin | MALE | O. D In Water Engineering | NWSC | Not Retained |
| 31 | Lutaakome | Joseph | MALE | O. D Mechanical Eng and Pdn Eng | Steel &Tube Industries Ltd | Not Retained |
| 32 | Magoba | Emmanuel | MALE | BSc. Inf Techn & Computing | Intelligent Solutions Ltd | Not Retained |
| 33 | Magoola | Anthony | MALE | O. D Automotive Engineering | Steel &Tube Industries Ltd | Not Retained |
| 34 | Masakaate | Joseph | MALE | O. D Mechanical Eng and Pdn Eng | Spedag Interfreight | Not Retained |
| 35 | Massa | Ramathan | MALE | B. Automotive And Power Engineering | Arce Eng Works | Not Retained |
| 36 | Mirembe | Mildred Gertrude | FEMALE | B.Sc. Chemical Eng | NWSC | Not Retained |
| 37 | Mubiru | Edward | MALE | O. D Automotive Engineering | Steel &Tube Industries Ltd | Not Retained |
| 38 | Mugarura | Israel | MALE | O. D Mechanical Eng and Pdn Eng | Steel &Tube Industries Ltd | Not Retained |
| 39 | Mugoya | Julius | MALE | O. D Mechanical Eng and Pdn Eng | Steel &Tube Industries Ltd | Not Retained |
| 40 | Muhesi | Benon | MALE | O. D Mechanical Eng and Pdn Eng | Steel &Tube Industries Ltd | Not Retained |
| 41 | Mukasa | Jackson | MALE | O. D Mechanical Eng and Pdn Eng | Steel &Tube Industries Ltd | Not Retained |
| 42 | Mulimira | Solomon | MALE | B. Automotive And Power Engineering | Rinack Holdings Ltd | Not Retained |
| 43 | Mulokwa | Brenda | FEMALE | B.Eng In Telecom.Eng | Galooli (U) Ltd | Not Retained |
| 44 | Mumbere | Isaac | MALE | O. D Mechanical Eng and Pdn Eng | Steel &Tube Industries Ltd | Not Retained |

| | | | | | | |
|----|-----------|-----------|--------|-------------------------------------|------------------------------------|--------------|
| 45 | Musinguzi | Brian | MALE | O. D Mechanical Eng and Pdn Eng | Steel &Tube Industries Ltd | Not Retained |
| 46 | Mutabazi | John | MALE | B.Eng In Civil And Building Eng | Abubaker Technical Services & Ltd | Not Retained |
| 47 | Muyinda | Fredrick | MALE | O. D In Water Engineering | NWSC | Not Retained |
| 48 | Mwonge | David | MALE | B. Automotive And Power Engineering | Arce Eng Works | Not Retained |
| 49 | Naddamba | Phoebe | FEMALE | O. D Electrical Engineering | Muttico Technical Services Ltd | Not Retained |
| 50 | Nahwera | Ronald | MALE | B. Automotive And Power Engineering | Modern Steel International | Not Retained |
| 51 | Naliweere | Beat | FEMALE | O. D Automotive Engineering | Steel &Tube Industries Ltd | Retained |
| 52 | Naluwairo | Enoch | MALE | O. D Electrical Engineering | Muttico Technical Services Ltd | Not Retained |
| 53 | Nayebare | Brian | MALE | B.Sc. Chemical Eng | Abacus Paranteral Drugs Ltd | Not Retained |
| 54 | Ngonzi | Shakilah | FEMALE | B.Eng In Telecom.Eng | Galooli (U) Ltd | Not Retained |
| 55 | Nyakoojo | Emmanuel | MALE | B.Eng Industrial Eng&Management | Peacock Paints | Not Retained |
| 56 | Nyangoma | Sarah | FEMALE | B.Sc. Chemical Eng | Desire Beauty Products Ltd | Not Retained |
| 57 | Nyenje | Bashir | MALE | B.Eng Industrial Eng&Management | Arce Eng Works | Retained |
| 58 | Obalo | Ivan | MALE | B.Eng Industrial Eng&Management | Peacock Paints | Not Retained |
| 59 | Obong | Morton | MALE | B.Eng Industrial Eng&Management | Friendship Container Manufacturers | Not Retained |
| 60 | Obur | Charles | MALE | Higher Dip. Electrical Engineering | Roofings Ltd | Not Retained |
| 61 | Odong | John Paul | MALE | B.Eng In Civil And Building Eng | LM Engineering Ltd | Not Retained |
| 62 | Okumu | Kevin | MALE | Higher Dip. Electrical Engineering | Mafarin Energy Co. Ltd | Not Retained |
| 63 | Opua | Hostiano | MALE | O. D Civil And Building Engineering | Gotino Construction Specialist Ltd | Retained |
| 64 | Rubiizi | John | MALE | O. D Electrical Engineering | Roofings Ltd | Not Retained |
| 65 | Rwentuha | Daniel | MALE | O. D Mechanical Eng and Pdn Eng | Steel &Tube Industries Ltd | Not Retained |
| 66 | Sekajja | Sulaiman | MALE | O. D Automotive Engineering | Steel &Tube Industries Ltd | Not Retained |

| | | | | | | |
|----|-------------|-------------|------|--------------------------------------------------|-----------------------------|--------------|
| 67 | Ssekimpi | Javiira | MALE | Higher Dip. Electrical Engineering | Galooli (U) Ltd | Not Retained |
| 68 | Ssenynyonga | David | MALE | B.Eng In Civil And Building Eng | Pera Investments (U) Ltd | Not Retained |
| 69 | Sseruwu | Sergio | MALE | B. Automotive And Power Engineering | Modern Steel International | Not Retained |
| 70 | Ssewankambo | Yuda | MALE | B.Eng In Mechanical And Manufacturing Eng | Abacus Paranteral Drugs Ltd | Not Retained |
| 71 | Ssonko | Wilberforce | MALE | O. D In Water Engineering | NWSC | Not Retained |
| 72 | Taban | Denis | MALE | B.Eng In Civil And Building Eng | LM Engineering Ltd | Not Retained |
| 73 | Walangarail | Abdallah | MALE | Bachelor in Environmental Science and Technology | Tilda (U) Ltd | Retained |
| 74 | Wambi | Abed | MALE | O. D Mechanical Eng and Pdn Eng | Steel & Tube Industries Ltd | Not Retained |
| 75 | Yiga | Leonard | MALE | O. D Electrical Engineering | Galooli (U) Ltd | Not Retained |
| 76 | Yiga | Simon | MALE | B.Eng In Civil And Building Eng | Excel Construction Company | Not Retained |

AUGUST

| No | SURNAME | FIRST NAME | G(M/F) | COURSE | COMPANY | COMMENT |
|----|---------------|------------|--------|-------------------------------------------|-------------------------------|--------------|
| 1 | Afayoa | Morice | MALE | Higher Dip. Mechanical Engineering | Toyota (U) Ltd | Not Retained |
| 2 | Akello | Lilian | FEMALE | B.Eng In Mechanical And Manufacturing Eng | Arce Eng Works | Not Retained |
| 3 | Akena | Keneth | MALE | Higher Dip. Civil And Building Eng | Flexy Investment Ltd | Not Retained |
| 4 | Bulafu | Ivan | MALE | B.Eng Industrial Eng&Management | Quality Chemical (U) Ltd | Not Retained |
| 5 | Bwambale Alex | Kamundu | MALE | B.Eng Industrial Eng&Management | David Engineering Ltd | Retained |
| 6 | Byantuyo | Brian | MALE | B.Eng In Civil And Building Eng | Longjan Road & Bridge Company | Not Retained |

| | | | | | | |
|----|------------------|------------|--------|-------------------------------------|------------------------------------|--------------|
| 7 | Hiire Trevor | Emmanuel | MALE | O. D Civil And Building Engineering | Kecco Ltd | Not Retained |
| 8 | Isabirye | Arnold | MALE | B.Eng In Civil And Building Eng | Tulibagenyi James General Hardware | Not Retained |
| 9 | Kabwa | Wycliff | MALE | B.Eng In Civil And Building Eng | Gotino Construction Specialist Ltd | Not Retained |
| 10 | Kakonge | Martin | MALE | O. D Mechanical Eng and Pdn Eng | Nelis Technical Services Ltd | Not Retained |
| 11 | Kamoga M | James | MALE | B.Eng In Civil And Building Eng | Kecco Ltd | Retained |
| 12 | Kizito | Siraje | MALE | B.Eng Industrial Eng&Management | David Engineering Ltd | Retained |
| 13 | Komakech Richard | Ceasar | MALE | Higher Dip. Civil And Building Eng | Kecco Ltd | Not Retained |
| 14 | Lutalo | Arthur | MALE | B.Eng Industrial Eng&Management | David Engineering Ltd | Retained |
| 15 | Matsiko | Bonny | MALE | B.Eng In Civil And Building Eng | Kecco Ltd | Left Work A |
| 16 | Mugabe | Rodgers | MALE | B.Eng In Civil And Building Eng | Kecco Ltd | Retained |
| 17 | Muniru | Muligi | MALE | B.Eng Industrial Eng&Management | David Engineering Ltd | Retained |
| 18 | Musiime | Joselyn | FEMALE | B.Eng In Civil And Building Eng | Kecco Ltd | Left Work A |
| 19 | Muyingo | Johnbosco | MALE | B. Automotive And Power Engineering | Toyota (U) Ltd | Retained |
| 20 | Mwase | Charles | MALE | B.Eng In Civil And Building Eng | Technical Masers Ltd | Not Retained |
| 21 | Namubiru Musoke | Damalie | FEMALE | B.Eng In Civil And Building Eng | Mukoda Engineering Works | Not Retained |
| 22 | Ocen | Charles | MALE | B.Eng In Civil And Building Eng | Kecco Ltd | Extension |
| 23 | Ocen | Vicent | MALE | Ord. Dip In Computer Engineering | Group MFI | Not Retained |
| 24 | Oroma | Denis | MALE | B.Eng In Civil And Building Eng | Kecco Ltd | Left Work A |
| 25 | Rukundo | Methjodius | MALE | O. D In Water Engineering | Kecco Ltd | Retained |
| 26 | Sebagala | Titus | MALE | Higher Dip. Electrical Engineering | Steel &Tube Industries Ltd | Not Retained |
| 27 | Semakula James | Joel | MALE | B.Sc. Chemical Eng | Quality Chemical (U) Ltd | Not Retained |
| 28 | Ssali | Stephen | MALE | B.Eng In Civil And Building Eng | Kecco Ltd | Left Work A |
| 29 | Sseggujja | Stephen | MALE | B.Eng In Civil And Building Eng | Kecco Ltd | Retained |
| 30 | Sseguya | Nashir | MALE | B.Eng In Civil And Building Eng | Hama Investment Ltd | Retained |

| | | | | | | |
|----|------------|----------|--------|-------------------------------------------|------------------------------------|--------------|
| 31 | Ssekandi | Lawrence | MALE | B. Automotive And Power Engineering | Toyota (U) Ltd | Retained |
| 32 | Ssendowoza | Sadiq | MALE | B.Eng In Mechanical And Manufacturing Eng | Toyota (U) Ltd | Not Retained |
| 33 | Twahirwa | Joelson | MALE | B.Eng In Civil And Building Eng | Kecco Ltd | Not Retained |
| 34 | Wabyoona | Victor | MALE | B. Automotive And Power Engineering | Toyota (U) Ltd | Retained |
| 35 | Wantono | Francis | MALE | B.Eng In Civil And Building Eng | Kecco Ltd | Not Retained |
| 36 | Zawadi | George | MALE | Higher Dip. Electrical Engineering | Kecco Ltd | Retained |
| 37 | Zawedde | Phoebe | FEMALE | O. D In Water Engineering | Gotino Construction Specialist Ltd | Not Retained |

SEPTEMBER

| No | SURNAME | FIRST NAME | G(M/F) | COURSE | COMPANY | COMMENT |
|----|-------------------|-------------------|--------|-------------------------------------------|--------------------------------|--------------|
| 1 | Adumu | Richard | MALE | O. D Electrical Engineering | Tororo Cement | Not Retained |
| 2 | Agaba | Salim | MALE | O. D Architecture | Vital construction | Not Retained |
| 3 | Aguti | Sandra | FEMALE | BSc. Inf Techn & Computing | BITS Technical Services | Left Work A |
| 4 | Atuhairwe Hillary | Dammie | MALE | B.Eng In Mechanical And Manufacturing Eng | Crown beverages | Extension |
| 5 | Balibagenyi | Stephen | MALE | B.Eng Industrial Eng&Management | Riley packaging (U) Ltd | Extension |
| 6 | Bigabwa | Rocky Christopher | MALE | B.Eng Industrial Eng&Management | Tororo Cement | Not Retained |
| 7 | Ddamba | Ivan | MALE | B.Eng In Mechanical And Manufacturing Eng | Kinkiizi traders | Not Retained |
| 8 | Kasunsu | Edger | MALE | B.Eng In Mechanical And Manufacturing Eng | Achelis(U) Ltd | Extension |
| 9 | Kebirungi | Shivan | FEMALE | B.Eng In Civil And Building Eng | Ministries Engineering company | Retained |
| 10 | Kiirya | Ivan | MALE | O. D Automotive Engineering | Scope Construction & Trading | Extension |
| 11 | Kirabo | Rosco | FEMALE | O. D Electrical Engineering | Tororo Cement | Not Retained |
| 12 | Lubaale | Solomon Azarius | MALE | B.Eng In Mechanical And Manufacturing Eng | Kinkiizi traders | Not Retained |
| 13 | Lubega | Patrick | MALE | O. D Electrical Engineering | Tri-some Technical | Retained |
| 14 | Mubiru | Rogers | MALE | B.Eng In Telecom.Eng | Oriolec Africa | Not Retained |

| | | | | | | |
|----|--------------|----------------|--------|-------------------------------------------|---------------------------------|--------------|
| 15 | Mukasa | Herman | MALE | O. D Telecom Engineering | Uganda Broadcasting Corporation | Extension |
| 16 | Naagaba | Pheonah | FEMALE | B.Eng In Civil And Building Eng | Esbro Construction Ltd | Employed |
| 17 | Namukobe | Agnes | FEMALE | B.Eng In Mechanical And Manufacturing Eng | Tororo Cement | Not Retained |
| 18 | Nuwagaba | Raymond | MALE | B.Eng In Civil And Building Eng | Entorque Eng Ltd | Extension |
| 19 | Odokonyero | Lyando Dominic | MALE | B.Eng In Mechanical And Manufacturing Eng | Tororo Cement | Not Retained |
| 20 | Ogwang | Emmanuel | MALE | O. D In Water Engineering | Ebowa Investment | Extension |
| 21 | Okanya | Kevin | MALE | O. D Electrical Engineering | Tororo Cement | Not Retained |
| 22 | Omirambe | Jamal | MALE | O. D Electrical Engineering | Tororo Cement | Not Retained |
| 23 | Opila | Stephen | MALE | Higher Dip. Electrical Engineering | G.M Sugar | Not Retained |
| 24 | Orukan | Moses | MALE | Higher Dip. Electrical Engineering | SCOUL | Not Retained |
| 25 | Otai | James Richard | MALE | B.Eng In Mechanical And Manufacturing Eng | Kinkiizi traders | Left Work A |
| 26 | Puni | Henry | MALE | Ord. Dip In Computer Engineering | National teachers association | Retained |
| 27 | Sebaggala | Daniel | MALE | B.Eng Industrial Eng&Management | Tororo Cement | Not Retained |
| 28 | Sekasamba | Isaac | MALE | B.Eng In Mechanical And Manufacturing Eng | Kinkiizi Traders | Not Retained |
| 29 | Sempala | John | MALE | O. D Electrical Engineering | Tororo Cement | Not Retained |
| 30 | Ssemuddu | Angello | MALE | O. D Automotive Engineering | Scope Construction & Trading | Not Retained |
| 31 | Ssentumbwe | Rogers | MALE | O. D Electrical Engineering | Tororo Cement | Not Retained |
| 32 | Ssewanyana | Joseph | MALE | B.Eng Industrial Eng&Management | Tororo Cement | Not Retained |
| 33 | Torach | Ronald | MALE | B.Eng In Mechanical And Manufacturing Eng | Tororo Cement | Not Retained |
| 34 | Twesigye | Emmanuel | MALE | B.Eng In Mechanical And Manufacturing Eng | Tororo Cement | Not Retained |
| 35 | Twinomugisha | Arthur | MALE | B.Eng In Mechanical And Manufacturing Eng | Tororo Cement | Not Retained |
| 36 | Walamire | Abel | MALE | O. D Mechanical Eng and Pdn Eng | Tororo Cement | Not Retained |
| 37 | Wamala | Steven | MALE | O. D Mechanical Eng and Pdn Eng | G.M Sugar | Not Retained |

| | | | | | | |
|----|---------|-------|------|-------------------------------------------|-----------------|--------------|
| 38 | Wamboza | Isaac | MALE | B.Eng Industrial Eng&Management | Tororo Cement | Not Retained |
| 39 | Wwenka | Ezra | MALE | B.Eng In Mechanical And Manufacturing Eng | Crown Beverages | Extension |

OCTOBER

| No | SURNAME | FIRST NAME | G(M/F) | COURSE | COMPANY | COMMENT |
|----|-------------|-------------|--------|---------------------------------|--------------------------|-----------|
| 1 | Ainomugisha | Tukamuhebwa | MALE | B.Eng In Civil And Building Eng | Kakkumann Investment Ltd | Retained |
| 2 | Ayekundiire | Dickson | MALE | B.Eng In Civil And Building Eng | Elmah Technologies | Retained |
| 3 | Kiweewesi | Kenny Alex | MALE | B.Eng In Telecom.Eng | Oriolec Africa | Extension |
| 4 | Oyo Steven | James | MALE | O. D Architecture | Ruako Limited | Retained |

NOVEMBER

| No | SURNAME | FIRST NAME | G(M/F) | COURSE | COMPANY | COMMENT |
|----|--------------|------------|--------|---------------------------------|------------------------------|--------------|
| 1 | Abuyo | John | MALE | O. D Mechanical Eng and Pdn Eng | Advent City Ltd | Left Work A |
| 2 | Kasamba John | Reagan | MALE | BSc. Inf Techn & Computing | Easy Systems | Left Work A |
| 3 | Kisitu | Grace | MALE | B.Eng In Telecom.Eng | Glory Fm | Extension |
| 4 | Kyaligonza | John Bosco | MALE | O. D Telecom Engineering | Infinity computer Solutions | Extension |
| 5 | Naamara | Hannington | MALE | BSc. Inf Techn & Computing | UMA | Not Retained |
| 6 | Nabadda | Amanda | FEMALE | B.Eng Industrial Eng&Management | UIRI | Not Retained |
| 7 | Nakayita | Maria | FEMALE | B.Eng Industrial Eng&Management | Tororo Cement | Not Retained |
| 8 | Owor | Wilbroad | MALE | BSc. Inf Techn & Computing | Logos skills Training Centre | Extension |
| 9 | Taaka | Phionah | FEMALE | BSc. Inf Techn & Computing | UMA | Extension |
| 10 | Tondo | Joan | FEMALE | B.Eng Industrial Eng&Management | Boss beverages Ltd | Left Work A |

| | | | | | | |
|----|--------------|-----------|--------|---------------------------------|--------------------|--------------|
| 11 | Tukwatse | Evan | FEMALE | B.Eng Industrial Eng&Management | Tororo Cement | Not Retained |
| 12 | Turihoahabwe | Redempter | MALE | B.Eng Industrial Eng&Management | Boss beverages Ltd | Left Work A |

DECEMBER

| No | SURNAME | FIRST NAME | G(M/F) | COURSE | COMPANY | COMMENT |
|----|-----------|-------------|--------|-------------------------------------------|----------------------------|-------------|
| 1 | Agaba | Paddy | MALE | B. Automotive And Power Engineering | Peal Autos Inventory Ltd | Extension |
| 2 | Aujongole | Anthony | MALE | B.Eng In Telecom.Eng | BigTime star IT solutions | Left Work B |
| 3 | Draleku | Cosmas | MALE | O. D Electrical Engineering | Ken Paper | Extension |
| 4 | Katugume | Gerald | MALE | B.Eng In Mechanical And Manufacturing Eng | Kecco Ltd | Left Work B |
| 5 | Kayiza | Godfrey | MALE | B. Automotive And Power Engineering | Nsimibi & Sons Automobiles | Extension |
| 6 | Kusasira | David | MALE | O. D Mechanical Eng and Pdn Eng | Ken Paper | Left Work B |
| 7 | Okello | Douglas Job | MALE | O. D Electrical Engineering | PAPAN UG LTD | Retained |
| 8 | Ssekimuli | Moses | MALE | BSc. Science Technology Biology | Riley packaging (U) Ltd | Extension |
| 9 | Ssimbwa | Amos | MALE | O. D Mechanical Eng and Pdn Eng | SESACO | Left Work B |
| 10 | Swaibu | Juma | MALE | O. D Mechanical Eng and Pdn Eng | Ken Paper | Left Work B |
| 11 | Yuke | Dennis | MALE | B.Eng In Civil And Building Eng | Joadah Consult | Left Work B |

ANNEX 2: LIST OF INTERNS NOT YET PLACED BETWEEN THE PERIOD JULY TO DECEMBER 2015

| No | SURNAME | FIRST NAME | G(M/F) | COURSE |
|----|---------|----------------|--------|-------------------------------------------|
| 1 | Abigaba | Simon | MALE | Dip. Refrigeration &Air conditioning |
| 2 | Akelem | Richard Ekonyu | MALE | B.Eng In Civil And Building Eng |
| 3 | Aneno | Jean W | FEMALE | B.Eng In Mechanical And Manufacturing Eng |
| 4 | anguyo | timothy | MALE | Dip. Refrigeration &Air conditioning |

| | | | | |
|----|------------------|----------------------|--------|-------------------------------------------|
| 5 | Anguzu | Mark | MALE | B.Eng In Mechanical And Manufacturing Eng |
| 6 | Arura | Byaruhanga | MALE | BSc. Inf Techn & Computing |
| 7 | Asero | Marina Joan | FEMALE | B.Eng In Telecom.Eng |
| 8 | Asiku | Joseph | MALE | B.Sc. Chemical Eng |
| 9 | Babigumira | Isaiah | MALE | B.Eng Industrial Eng&Management |
| 10 | Bagenda | Thomas | MALE | O. D Mechanical Eng and Pdn Eng |
| 11 | Banalekaki Jonah | Isaac | MALE | B.Eng In Telecom.Eng |
| 12 | Bashir | Ahmad | MALE | B.Eng In Telecom.Eng |
| 13 | Boboine | Fahad | MALE | BSc. Inf Techn & Computing |
| 14 | Bukenya | Raihaan | MALE | B.Eng In Telecom.Eng |
| 15 | Byaruhanga Brian | Abura | MALE | BSc. Inf Techn & Computing |
| 16 | Chemen | Dennis | MALE | O. D Electrical Engineering |
| 17 | Ebiau | Gerald | MALE | B.Eng In Civil And Building Eng |
| 18 | Eboku | Stephen | MALE | BSc. Inf Techn & Computing |
| 19 | Echaat | Stephen | MALE | O. D Architecture |
| 20 | Edam | Kenneth | MALE | BSc. Inf Techn & Computing |
| 21 | Guma | Jorum | MALE | O. D Architecture |
| 22 | Gwolo | Ivan | MALE | O. D Telecom Engineering |
| 23 | Kabaala | Jotham | MALE | B. Automotive And Power Engineering |
| 24 | Kabahima | Ernest | MALE | Diploma In Computer Science |
| 25 | Kaboggoza | Arnold | MALE | B.Eng In Mechanical And Manufacturing Eng |
| 26 | Kakembo | Arafat | MALE | O. D Mechanical Eng and Pdn Eng |
| 27 | Kambere | Christopher | MALE | O. D Telecom Engineering |
| 28 | Kanyesigye | Samuel | MALE | Ord. Dip In Computer Engineering |
| 29 | Kasirye Andrew | Brian | MALE | Diploma In Computer Science |
| 30 | kasoba | Albert | MALE | B.Eng In Civil And Building Eng |
| 31 | Katusiime | Fiona R | FEMALE | B.Eng In Mechanical And Manufacturing Eng |
| 32 | Kauke | Emmanuel | MALE | B.Eng Industrial Eng&Management |
| 33 | Kawuki | Benjamin | MALE | Dip. Refrigeration &Air conditioning |
| 34 | Kigonya | Henry | MALE | B. Automotive And Power Engineering |
| 35 | Kinene | Salim | MALE | B.Eng In Telecom.Eng |
| 36 | Kisembo | Arnold Rwangakuramya | MALE | B. Automotive And Power Engineering |
| 37 | Kiyaga | Richard | MALE | O. D Electrical Engineering |
| 38 | Kobusinge | Josephine | FEMALE | Bach Arts in Economics |
| 39 | Komakech | Alfred | MALE | B.Eng In Mechanical And Manufacturing Eng |

| | | | | |
|----|--------------------|----------------|--------|-------------------------------------------|
| 40 | Kutesa | Isaac | MALE | O. D Automotive Engineering |
| 41 | Lwande | George Omimbi | MALE | Higher Dip. Electrical Engineering |
| 42 | Magonga | Kenneth | MALE | B.Eng In Mechanical And Manufacturing Eng |
| 43 | Malehera | Anthony | MALE | B.Eng In Telecom.Eng |
| 44 | Mpaata | Pwalali | MALE | Ord. Dip In Computer Engineering |
| 45 | Mugabe | Chris | MALE | B.Eng Industrial Eng&Management |
| 46 | Mugagga | Reuben | MALE | B.Eng In Mechanical And Manufacturing Eng |
| 47 | Mugide | Carol | FEMALE | Diploma In Computer Science |
| 48 | Mugenyi | Jackson | MALE | B.Eng In Civil And Building Eng |
| 49 | Muhindo Kapulu | Paul | MALE | O. D Automotive Engineering |
| 50 | Muhwezi | Boaz | MALE | B.Eng Industrial Eng&Management |
| 51 | Mukwaya | Geoffrey | MALE | O. D Telecom Engineering |
| 52 | Mulimira | Isima | MALE | B.Eng In Mechanical And Manufacturing Eng |
| 53 | Muruhutsya | Yoweri | MALE | B.Eng In Civil And Building Eng |
| 54 | Musabe | Robert Kelly | MALE | Higher Dip. Electrical Engineering |
| 55 | Muzahura | Ronald | MALE | BSc food processing technology |
| 56 | Mwasampijja | Fabia | MALE | B.Eng In Telecom.Eng |
| 57 | Nabukalu Serunjogi | Madrine | FEMALE | B.Eng In Telecom.Eng |
| 58 | Naddaaju | Juliet | FEMALE | B.Eng In Civil And Building Eng |
| 59 | Namagembe | Sengoba Phiona | FEMALE | Diploma In Computer Science |
| 60 | Namanya | Suzan | FEMALE | B.Eng In Telecom.Eng |
| 61 | Namiro | Enid Deborah | FEMALE | B.Sc. Chemical Eng |
| 62 | Namulogo | Josephine | FEMALE | BSc. Inf Techn & Computing |
| 63 | Nansove | Patricia | FEMALE | B. Automotive And Power Engineering |
| 64 | Ndahagire | Dennis | MALE | B.Eng Industrial Eng&Management |
| 65 | Nimaro | Emmanuel | MALE | O. D Automotive Engineering |
| 66 | Niwamanya | Samuel | MALE | BSc. Inf Techn & Computing |
| 67 | Nsamba | Robert | MALE | B.Eng In Telecom.Eng |
| 68 | Nyenje | Bylon | MALE | BSc food processing technology |
| 69 | Ocatre | Jimmy | MALE | O. D Telecom Engineering |
| 70 | Odoch Odrua | Morris | MALE | B.Eng In Civil And Building Eng |
| 71 | odur | edwin | MALE | O. D Civil And Building Engineering |
| 72 | Ogwang | Emmanuel | MALE | O. D In Water Engineering |
| 73 | Ogwang Arthur | Okello | MALE | O. D Civil And Building Engineering |
| 74 | Okwang | Ojok Boniface | MALE | B.Eng In Mechanical And Manufacturing Eng |

| | | | | |
|-----|--------------------|-------------|--------|-------------------------------------------|
| 75 | Olinga | Peter | MALE | Higher Dip. Mechanical Engineering |
| 76 | Omara | Ambrose | MALE | B.Eng In Civil And Building Eng |
| 77 | Ongom | Daniel | MALE | BSc. Inf Techn & Computing |
| 78 | Otai | Arnold | MALE | O. D Automotive Engineering |
| 79 | Otim | Aaron Isaac | MALE | BSc food processing technology |
| 80 | Paula | Hashaka | MALE | B.Eng Industrial Eng&Management |
| 81 | Rwothoromo | Elijah | MALE | BSc. Inf Techn & Computing |
| 82 | Sali | Andrew | MALE | B.Eng In Civil And Building Eng |
| 83 | Sebuyungo | Peter | MALE | B.Eng In Telecom.Eng |
| 84 | Sekamate | Swaibu | MALE | O. D Electrical Engineering |
| 85 | Semu | Abubaker | MALE | Ord. Dip In Computer Engineering |
| 86 | Setuba | Patrick | MALE | O. D Telecom Engineering |
| 87 | Ssali | Hussein | MALE | B.Eng In Telecom.Eng |
| 88 | Ssali | Ronald | MALE | B.Eng In Mechanical And Manufacturing Eng |
| 89 | ssekitoleko | Julius | MALE | Dip. Refrigeration &Air conditioning |
| 90 | Ssentongo | Rashid | MALE | B.Eng In Telecom.Eng |
| 91 | Ssentume | Rodgers | MALE | O. D Electrical Engineering |
| 92 | Ssenyonjo Kiwewesi | Sylvia | FEMALE | B.Eng In Telecom.Eng |
| 93 | Sserugo | Daniel | MALE | B.Eng In Telecom.Eng |
| 94 | Sseruli | Denis | MALE | Diploma In Computer Science |
| 95 | Sserunjogi | George | MALE | O. D Mechanical Eng and Pdn Eng |
| 96 | Ssesanga | Hussein | MALE | Ord. Dip In Computer Engineering |
| 97 | Tibasiima | Noah | MALE | B.Sc. Chemical Eng |
| 98 | Twakira | Daniel | MALE | B. Automotive And Power Engineering |
| 99 | Walakira | Hassan | MALE | O. D Electrical Engineering |
| 100 | Wanunga | Richard | MALE | B. Automotive And Power Engineering |
| 101 | Wasike | Eria | MALE | B. Automotive And Power Engineering |
| 102 | Wavamuno | Abel | MALE | O. D Automotive Engineering |
| 103 | wobusobozi | Denis | MALE | O. D Telecom Engineering |
| 104 | Zimbe | Imran | MALE | B.Eng In Mechanical And Manufacturing Eng |

ANNEX 3: LIST OF INTERNS WHO WERE NOT PLACED SINCE THEY WERE ALREADY WORKING BETWEEN THE PERIOD JULY TO DECEMBER 2015

| No | SURNAME | FIRST NAME | G(M/F) | COURSE | COMMENT |
|----|------------|----------------|--------|-------------------------------------------|---------|
| 1 | Agaaba | Abiaz | MALE | Higher Dip. Civil And Building Eng | Working |
| 2 | Atulinde | Deusdedit | MALE | B.Eng Industrial Eng&Management | Working |
| 3 | Ekou Daviv | Ekanya | MALE | B.Eng In Civil And Building Eng | Working |
| 4 | Endyangu | Nicholas | MALE | O. D Mechanical Eng and Pdn Eng | Working |
| 5 | Gamyuka | Andrew | MALE | B.Eng In Telecom.Eng | Working |
| 6 | Kaggwa | Ssesanga Paul | MALE | B.Eng In Mechanical And Manufacturing Eng | Working |
| 7 | Katwesigye | Nicholas | MALE | B.Eng In Mechanical And Manufacturing Eng | Working |
| 8 | Kiguli | Godfrey | MALE | B.Eng In Mechanical And Manufacturing Eng | Working |
| 9 | Kitasimbwa | Kennedy | MALE | B.Eng Industrial Eng&Management | Working |
| 10 | Kyeswa | Nasif | MALE | O. D Electrical Engineering | Working |
| 11 | Kyokusiima | Justine Amanda | FEMALE | B.Eng In Telecom.Eng | Working |
| 12 | Maate | Erius | MALE | B.Eng In Mechanical And Manufacturing Eng | Working |
| 13 | Mujuni | Emmanuel | MALE | BSc. Inf Techn & Computing | Working |
| 14 | Muwonge | Ivan Masadde | MALE | B.Eng In Mechanical And Manufacturing Eng | Working |
| 15 | Nabwire | Victoria | FEMALE | B.Eng In Mechanical And Manufacturing Eng | Working |
| 16 | Namuyiga | Aisha | FEMALE | B.Eng In Mechanical And Manufacturing Eng | Working |
| 17 | Nannozi | Joan | FEMALE | B.Eng In Mechanical And Manufacturing Eng | Working |
| 18 | Natukunda | Immaculate | FEMALE | Higher Dip. Electrical Engineering | Working |
| 19 | Njuba | Jacob | MALE | B.Eng In Mechanical And Manufacturing Eng | Working |
| 20 | Okello | Daniel | MALE | B.Eng In Mechanical And Manufacturing Eng | Working |
| 21 | Otto | Peter | MALE | B.Eng In Civil And Building Eng | Working |
| 22 | Watambula | Emmanuel | MALE | O. D Mechanical Eng and Pdn Eng | Working |



HEST INTERNSHIP LOG BOOK



Student Name:

HEST No: University No:

Organization:

Department:

Unit:

Supervisor: Contacts:

| Date: | Targets | Achievements | Challenges | Lessons Learnt |
|--------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Week 1 | Orientation <ul style="list-style-type: none"> Getting acquainted with the Organization environment i.e Goals, Mission and objectives. | <ul style="list-style-type: none"> Got well acquainted with organizational goals, mission and objects. | <ul style="list-style-type: none"> Language Barrier was a hindrance in communicating effectively with most people. | <ul style="list-style-type: none"> Work while adhering to the organizational culture. Team work is critical in any working environment. |
| Week 2 | Gathering information required to setup communication antenna. <ul style="list-style-type: none"> Carry out a feasibility study and acquire the necessary information Document the findings. Acquire necessary equipment for the installation of the radio plant. | <ul style="list-style-type: none"> Successfully carried out the feasibility study and documented the findings. Acquired the appropriate equipment for installation. | <ul style="list-style-type: none"> Delay in the arrival of the communication equipment. Language Barrier was a hindrance in effectively collecting data. Not all information was disclosed. <p style="text-align: center;"> Glory 106.7 FM 21 DEC 2015 P. O. Box 1074, Kisumu (U) Sign:..... </p> | <ul style="list-style-type: none"> Learnt how to relate with people. Learnt how to document technical data. |
| Week 3 | Prepare for installation <ul style="list-style-type: none"> Install radio communications equipment on monopole tower Assist with testing and fault-finding. | <ul style="list-style-type: none"> Assembled and mounted the radio equipment successfully. Obtained various approaches undertaken towards troubleshooting sound and radio problems. | <ul style="list-style-type: none"> Adapting to climbing monopole tower heights was difficult. Lacked appropriate protective gear needed to perform critical installations. Troubleshooting manuals for the broadcasting equipment are not provided thus faulty equipment requires shipping | <ul style="list-style-type: none"> Always take precautions and required actions to minimise, control or eliminate hazards that may exist during work activities. Select and use required personal protective equipment conforming to industry and Organization Health standards. Work systematically with required attention to detail without injury to self or others, or damage to goods or equipment. |

Email document to hestreport@uma.or.ug

Page 1



UGANDA MANUFACTURERS ASSOCIATION

Lugogo Show Grounds, P. O. Box 6966 Kampala, Tel : +256 414 221 034, +256 414 287 615, +256 312 278 823
Fax: +256 414 220 285 E-mail administration@uma.or.ug Website: www.uma.or.ug

Our Ref:

Your Ref:

Dear

RE: OFFER TO PARTICIPATE IN UMA – HEST INTERNSHIP PROJECT

We are delighted to inform you in writing that you have been given an offer to participate in the UMA-HEST Internship Project. Having been selected by your institution to benefit from the Project and having attended a two days training at UMA, you shall be posted to as your host company. Your internship will run fromuntil provided that the terms and conditions for your placement are fulfilled as follows:

Your Obligations:

1. You will uphold the Intern Code of Conduct, out-lined herein.
 - a) Adhere to the rules and regulations of the company where you are placed. This includes all health and safety regulations.
 - b) Undertake and complete three months internship placement with the company.
 - c) Act professionally at all times, upholding the good name and integrity of the UMA - HEST Internship Project and the company where you are placed.
 - d) Maintain in confidence any information learnt about the activities and/or operations of the company and UMA -HEST Project during your placement.
 - e) Not, except as permitted by your Workplace Supervisor, carry out or be engaged in private business or practice that negatively affects your internship duties.

2. Hours of Work:

You will conform to the hours of work as stipulated by the company where you are placed i.e. 8:00am – 4:30pm with one hour for lunch. You may, from time to time, be required to work reasonable additional hours for which time off in lieu can be taken if approved by your Workplace Supervisor. You will be required to always sign the daily attendance register i.e. time of arrival and time of departure.

3. Stipend:

UMA – HEST Project will pay you a total stipend amounting to UGX 700,000/= net (seven hundred thousand shillings only).The Project will only deposit stipends to your Bank Account upon receiving at least 4 (four) weekly, quality, timely targets per month. Reports should be *approved and signed* by your Work Place Based Supervisor.

The installments shall be as follows:

| Date | Item | Amount |
|--------------------------------|-----------------------------------------|------------------|
| 1 st February 2016 | <i>Insurance premium to be deducted</i> | 36,000/= |
| 30 th February 2016 | 1 st Financial Disbursement | 180,000/= |
| 30 th March 2016 | 2 nd Financial Disbursement | 170,000/= |
| 30 th April 2016 | 3 rd Financial Disbursement | 160,000/= |
| 30 th May 2016 | 4 th Financial Disbursement | 154,000/= |
| | Total | 700,000/= |

Payment of any installment of the stipend will depend on the recommendation of your Workplace Supervisor, OR any other officer assigned that duty by the Host Company and approval by the UMA Internship Placement Officer or any other accredited official.

4. Reporting:

You will be reporting to the Workplace Supervisor who will be identified by the company. You will be required to provide quality and timely reports as per instructions of the reporting template found on the UMA Portal hest.uma.or.ug

5. Supervision:

The role of the Workplace Supervisor will be to provide ongoing feedback and leading performance reviews. He /she will work in the same department/section with you or be otherwise closely connected to your activities, as well as overseeing your day-to-day tasks. The feedback will be shared with all the stake holders of the UMA – HEST Project.

6. Insurance:

Since Insurance was not catered for in the approved budget UMA–HEST Project has identified an insurance service provider after consulting the funders. Signing this offer letter will give UMA-HEST Project lieu way to incorporate you in the insurance policy which will be provided to you outlining your coverage.

Please note that this offer does not constitute a contract of employment with UMA – HEST Project but is an offer to participate in our Internship Project. UMA - HEST Project will not provide any benefits or entitlements other than those outlined in this offer.

If you accept the above terms, sign the copy of this letter and return it to the undersigned before, 2016.

Yours sincerely,

Uganda Manufacturers Association


Sebaggala M. Kigozi
Executive Director

I accept the appointment under the given terms and conditions of service.

Signed Date:

Cc: Employer (Host Company)



UGANDA MANUFACTURERS ASSOCIATION

Lugogo Show Grounds, P. O. Box 6966 Kampala, Tel : +256 414 221 034, +256 414 287 615, +256 312 278 823
Fax: +256 414 220 285 E-mail administration@uma.or.ug Website: www.uma.or.ug

Our Ref:

Your Ref:

.....
.....
.....

Dear

RE: INTRODUCTION OF THIS INTERN TO YOUR COMPANY

We thank you for accepting us to work with you in the UMA-HEST Internship Project. This is to introduce to you a student of UMA HEST Internship Registration number

UMA -HEST Project will support the intern with an amount of 700,000/= (seven hundred thousand shillings only) as stipend for three months in your organization. The stipends will be payable in installments upon your signature of work done at your institution.

The intern will be attached to a Workplace Supervisor who will be identified by your institution. The Workplace Supervisor will monitor the learning process and give feedback to UMA-HEST Project through an approved report template on the UMA portal (hest.uma.or.ug)

Attached herewith are copies of a signed commitment letter for the student and a Work Plan indicating the schedule for disbursement of stipends. At least 4 weekly targets for the first month should be sent to the UMA-HEST web portal by the 15th January 2016 and thereafter monthly reports sent to same by the 30th date of the respective month of internship.

Yours Sincerely,
Uganda Manufacturers Association


Sebaggala M. Kigozi
Executive Director

Cc: Student

UMA Regional Office: JINJA: 47/49 Main Street, Jinja. E-mail: umaregionaloffice@gmail.com



HEST INTERNSHIP LOG BOOK



Student Name:

HEST No: University No:

Organization:

Department:

Unit:

Supervisor: Contacts:

| Date: | Targets | Achievements | Challenges | Lessons Learnt |
|--------|---------|--------------|------------|----------------|
| Week 1 | | | | |
| Week 2 | | | | |
| Week 3 | | | | |
| Week 4 | | | | |

Supervisor's comments:

Signature:

Email document to hestreport@uma.or.ug

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