

Bonds and Treasury Bills: A bond or a treasury bill is an instrument used by the issuer to borrow money from the holder with an obligation to repay the principal and interest on future dates. When you invest in bonds you lend your money to the issuer of the bond who may be a company or government. If you invest in bonds, you receive a promised fixed amount of interest on your investment every half-year or every year. It is an obligation on the issuer of the bond to pay you the interest.

 You can reduce your risk by diversifying your investments.

Mutual Funds / Unit Trusts: Mutual funds and unit trusts are financial instruments that allow investors to pool their money together under the management of a professional fund manager who is responsible for investing the pooled resources in specific investment opportunities.

Mutual funds and unit trusts are designed principally for small savers; you can start investing in these schemes with as little money and buy more shares or units on a regular basis with even smaller monthly payments.

When you invest in a mutual fund or unit trust, you become a part owner of the fund's assets and share in the returns from investments made by the fund manager. Your investment may, however, fall in value if the fund makes a loss.

SALE OF INVESTMENT PRODUCTS

You can sell part or all of your investments in shares, bonds, mutual funds or unit trusts any time you want to do so. Getting your shares or bonds sold quickly depends on the availability of buyers in the market and the price that you may want to sell at. For investment in mutual funds or unit trusts, the fund manager stands ready at all times to buy from the investor.

INVESTMENT AND RISK

Like many of life's activities, investments are associated with risk. Risk is the possibility of losing part or all of the money invested.

Investment-associated risk is the chance that the invested capital may drop in value which means that your aim for investing may not be achieved because the investment does not work as one hopes or expects.

 You can sell part of or all your investments anytime you want to do so.

 Most investments come with risk. You can lose some of your money.

WHY SHOULD YOU INVEST?

How would you like to give a bit of your earnings to someone to do business with and who would then pay you back regularly or at an agreed time with additional money earned from what he used your money for? This is what happens when you invest. Here are some key reasons why you should consider investing your money;

- You generate additional resources to protect your future well being;
- You achieve your financial goals such as buying a house, a car or starting a business;
- You accumulate resources to care for your children, ageing parents or other relatives;
- You secure your retirement income;
- You contribute to the growth of your national economy as your investment is deployed in the productive sector of the economy;
- You preserve the value of your money against inflation.

HOW AND WHERE CAN YOU INVEST?

There are financial institutions that specialize in managing investments. These include banks, asset stockbroking firms, investment advisory firms, etc. A variety of investment avenues are offered by different financial institutions and they are always happy to advise you on how you should go about investing your resources.

HOW TO CHOOSE THE RIGHT INVESTMENT

There are various factors that can inform your choice of investment products. Weigh these factors carefully and make the decision. The factors include:

- Your objective for investing
- Your current income;
- Your age;
- Your risk tolerance level, i.e. the extent to which you are capable of coping with the uncertainties associated with investing.

Before you take a decision to invest and what to invest in, consult an investment advisor or stockbroker who is in the best position to help you to define clearly your investment objectives and determine which investments are best suited for you.

WHO CAN INVEST?

Investment is good for anybody who receives income and is able to set something aside to achieve future financial goals, ensure retirement income or generate extra resources to protect his or her future well being.

WHEN SHOULD YOU INVEST?

When you invest, the resources that you thereby commit may not be immediately available to you when you need them. You should, therefore, invest at a time that will not put a financial burden on you. Invest only after you feel satisfied that you understand the commitment you are making, preferably, after receiving professional advice.

Be cautious of get-rich-quickly investment schemes.

MANAGING YOUR INVESTMENT

The fact that you have given your money to a financial institution to manage for you does not mean that you should take a back seat. You have to be part of the management and growth of your money.

You will be a successful investor if you review the information you are given, ask questions, and make sure you understand and are comfortable with the way your investment is being managed.

Keep in contact with the financial institution you invest with so that you can monitor your investments. Invest regularly. It is important to view investing as a process, not a one-time event.

Once you have decided on an investment that appeals to you, e.g. a mutual fund or a unit trust, arrange for an amount of money to be regularly withdrawn from your salary or account and paid into your investment account.

Keep your investment receipt or certificate in a safe place.

Be prepared to hold your investment for a long time. In the short term, share prices tend to be volatile, however, in the long-term, share prices tend to appreciate.

 Regularly keep in touch with your financial institution to know the status of your investment.

INVESTING - SOME BASIC TIPS

Below we present basic steps in investing:

- Identifying the financial institution you want to invest with and talk to a member of their staff;
- The officer will explain the different investment opportunities to you;
- Think seriously about the options presented to you and choose the one that best fits your financial plans;

You will be asked to complete forms which usually require the following information:

- a. Name;
- b. Date of birth/age;
- c. Occupation;
- d. Address
- e. Identification e.g. National Registration Card, passport, birth certificate.

The financial institution may verify your personal information and address using any one or more of the following methods:

- Utility bills such as an electricity, water, telephone or property rate bill. Some financial institutions may also accept any of the mentioned bills in the name of your landlord;
- Obtaining a reference from a professional or a letter from your employer or school;
- A known customer of the regulated institution; or
- A customary authority, civic or community leader that knows you.

Once you go through the formalities, you will be given a certificate or a receipt for your investment.

Always seek professional advice before you invest.

INVESTING YOUR MONEY

INVESTING IN A FIXED DEPOSIT

To invest in a fixed deposit, contact a bank, or a financial institution of your choice and place your money with it. At the end of the fixed period of the investment, you must go for the money invested, unless you decide to invest for another fixed period.

BUYING SHARES OR BONDS

To buy shares or bonds, contact a stockbroker who will buy the instrument on the stock exchange, such as the Lusaka Stock Exchange for you. The minimum amount you can invest in shares or bonds depends on the price of the share or bond you want to buy and the minimum number of shares that can be transacted.

A stockbroker is an agent licensed to buy and sell shares and bonds on behalf of investors. A list of licensed stockbrokers is available at the Securities and Exchange Commission. The time it takes to get the shares or bonds bought for you and the price at which you buy the shares or bonds will depend on the conditions on the market. Shares and bonds that are in a great supply can be purchased easily, while those that are in great demand may take some time to be purchased.

SELLING YOUR SHARES OR BONDS

To sell your shares or bonds you must contact a stockbroker who will sell them on the stock exchange for you. Depending on the market, the price you get for the sale of your shares or bonds may be higher or lower than your purchase price.

How long it takes to get your shares or bonds sold is dependent on the state of the stock market and the price at which you wish to sell. Shares or bonds that are in great demand can be easily sold; while shares or bonds that are in great supply may take some time to be sold.

INVESTING IN MUTUAL FUNDS AND UNIT TRUSTS

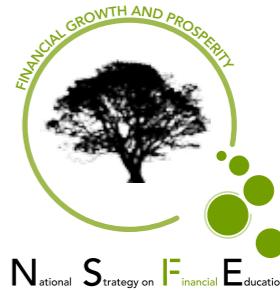
To invest in a mutual fund or a unit trust you must contact the manager of the fund (the fund manager) who stands ready always to sell interests in the mutual fund or the unit trust to investors. A fund manager is an investment advisor licensed to manage the assets of the mutual fund or the unit trust. A list of licensed investment advisors is available at the Securities and Exchange Commission.

SELLING YOUR INTEREST IN MUTUAL FUNDS AND UNIT TRUSTS

You can sell your interests in a mutual fund or a unit trust any time to the manager of the fund who stands ready always to buy your interest and pay you.

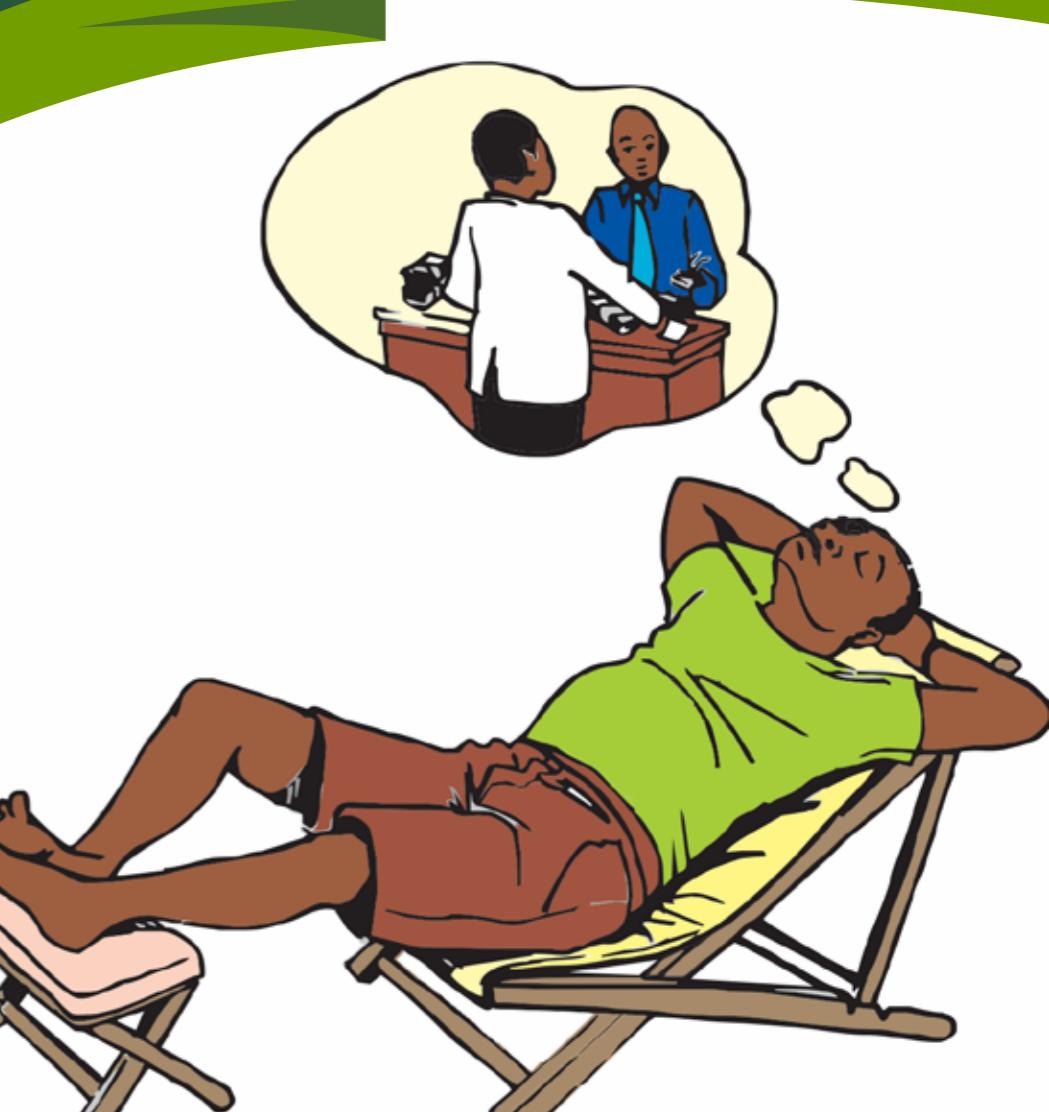
You will be a successful investor if you review the information you are given, ask questions, and make sure you understand the investment you are undertaking.

FINANCIAL EDUCATION FOR ZAMBIA



AMUZYIBE ZINJI KUJATIKIZYA KUBBIKKA MALI MUMAKWEBO (TONGA)

KNOW MORE ABOUT INVESTING



AMUZYIBE ZINJI KUJATIKIZYA KUBBIKKA MALI MUMAKWEBO

Kubikka mali mumakwebo kujatikizya kubeblesya mali aanu kuula zintu zyamakwebo mbuli ma shares, ma unit trusts, ma treasury bill naaba ma bonds kategwa zikabe ampidu mpati kumbele, naa kubeblesya mali ngomwakayabolabola kategwa kuti awule. Eeci cipandulula kuti mwabikka mali aanu mumakwebo (investment fund naa ventures) kategwa mukajane mpindu kuzwa kumakwebo aayo.

Mucikozyano amuyeye buyo mutu uuvwola mali manji pele calino unyina mulimo angawo oonse, aboobo ulakonzaa kuula akuyobola zintu zyakuyasya n'ganda, ma jewellery, moothaa naa zisan. Lino uyoobelesya ciindi alimwi amali kulanganya zintu eesi mpoonya amana uyoozibeslesya naa kuzisambala ikuusola kujana mpindu. Akwalo kucita oobo ni investment. Pele kubikka mali mumakwebo mukujataana akampani yamakwebo kulumuwuna kumulimo wakulanganya makwebo aanu. Basyaazibwene bayoomucitila makwebo aaya pele nyewebo moyootambula buyo mpindu casika ciindi, akubbadele basyaazibwene kumulimo wabo.

Mulakonzaa kucesya kusowekelwa alimwi akukomeza mali aanu kwinda mukubikka mali aanu mumakwebo aasiyene-siyene.

INO KULI MISYOBO NZI YAMA INVESTMENT NJOMUKONZA KUCITA?

Kuli misyobo yama investment minji njomukonza kusala alimwi mweelede kwiiziba kabetu kategwa mukakonzaa kusala mbotu yalo yeendelana abukkale alimwi amali aanu. Mulakonzaa kusala ma investment kuzwa kuli yaaya:

Fixed Deposit naa Certificate of Deposit: Ciindi nomwayoboya mali mu fixed deposit, nkotuti inga mwakweletesya mali kumbunga ilanga zyamali eelyo bayoomupa mpindu atala aamali aanu.

Mulakonzaa kujanya mpindu mali aanu mu fixed deposit kwiinda mukwaabikka mu akkaunti yambunga ilanganya zyamali. Mwaakumana kucita zyoonse ziyandika tuyakupewga pepa litondezya kuti mwakabikka mali liitwa kuti certificate of deposit. Mpoonya banoomupa mpindu iibikkidwe atala amali aanu kwainda ciindi cibikkidwe. Bakampandi tabakonzaa kukaka kumupa mpindu pe.

Anywebo mulakonzaa kubambila mazuba aakumbele

Ma Shares: Share ncitondezyo cakuti mali umwi wabamukamwini kampani. Ciindi nomubikka mali muma shares, nkotuti munooitwa kuti share holder mukampani alimwi munakuvwola ma dividends aazwa ku mpindu ya nkampani.

Kutegwa muule ma shares aamukampani aasambalwa kut Lusaka Stock Exchange, mweelede kubandika a stokebroker walo uuyakumulila mashares kuzwa ku stoke exchange. Pele zimwi ziindi kampani taikabbadeli ma dividends, ayakubbadela kweelana akubeleka kwakampani alimwi azyakusalaa nzyapangwa a Board of Directors.

Mulakonzaa kucesya ntenda yakusowekelwa kwinda mukubikka mali aanu mumakwebo aandeene-andeene.

Ma Bonds ama Treasury Bills: Bond naa treasury bill ndipepa lizumizya mutu kubweza cikwelete mpoonya akubbadele mpindu atala kumazuba aakumbele. Ciindi nomubikka mali muma bond nkotuti mwakweletesya mali kuli mukamwini wa bond. Walo ulakonzaa kaili nikampani naa mfwlumende. Kuti naa mwabikka mali muma bond, munootambula mpindu iibikkidwe kumali aanu lyoonse akati naa kumamanino aamwaka. Bakampani tabakonzaa kukaka kumupa mpindu pe. Mukuli wabo.

Mutual Funds naa ma Unit Trusts: Mutual Funds naa ma Unit Trusts azumizya bantu kubikka mali aabo antoowee akwaapa kuli syaazibwene walo ututikaabikke mumakwebo amwi. Ma mutual funds alimwi ama unit trusts akapangilwa bantu bayoboya mali masyoonto-syoonto; mulakonzaa kutalika makwebo aaya kwinda mukuula ma shares naa ma units ciindi-aciindi nokuba kubbadele asyoonto-syoonto mwezi amwezi.

Ciindi nomwabikka mali aanu muma mutual funds alimwi ama unit trusts mulaba umwi wabamukamwini bazintu kabunga kanu nkozijisi alimwi tuyakupewga anywebo mpindu yamali aayakujanwa. Pele makwebo aanu alakonzaa kumupa kusowekelwa kuti tanaajana mpindu.

KUSAMBALA MA INVESTMENT PRODUCTS

Mulakonzaa kusambala amwi ma shares aanu, ma bonds, ma mutual funds naa unit trust kufwumbwa ciindi nomwayanda kucita boobo. Kufwumbaana kuula kwama shares naa ma bond aanu kuyeeeme aakuti naa kuli bayanda kuula alimwi amulo ngomuyanda kuulisya. Pele mumakwebo aa mutual funds naa unit trusts, fund manager nguula makwebo aayo kuzwa kulindiniwe.

NTENDA ZYAMU MA INVESTMENT

Mbubonya buyo mbuli zintu zyoonse mubuumi, ma investment aalo alijisi ntenda. Ntenda naa risk nkulangilwa kupati buti kwakuti inga mwasowekelwa mali aanu amwi naa oonse. Ntenda zjanika muma investment nkulangilwa kwakuti mali ngomwakabikka mumakwebo atalika kuya ansi aboobo tiimwajana ncomwakatalikila makwebo aayo.

Mulakonzaa cibela naa investment yanu yoone kufwumbwa ciindi nomwayanda kucita boobo.

Ma investment manji alijisi ntenda. Mulakonzaa kusowekelwa mali aanu amwi.

INO NKAAMBO NZI NCOMWEELEDE KUCITA INVEST?

Sena inga mwayanda kupa mutu mali aanu masyoonto kutegwa acite makwebo angawo kumane mwawmvwana ciindi ncayoopilusya kuyungizya ampidu atala aamali aanu? Eeci nceccitika ciindi nomwacita invest. Ntootu twaambo tumwi ncomweelede kuyeeya kucita invest mali aanu;

- Cilavwuzu mali aanu kutegwa mukaligwasye kumbele;

- Cilamugwasya kuula zintu nzymuyanda mbuli n'ganda, mootokala naa kutalika makwebo;
- Mulaba amali manji aakulanganya bana banu, bazyali banu bacembeede alimwi abamwi banamukwasyi;
- Cilamugwasya kuyobola mali aanu ngomuyoopepegwa mwaakuleka milimo;
- Mulagwasyiliza kusumpula cisi canu;
- Mali aanu taakonzaa kumana nguzu.

INO MBUTI ALIMWI NKULI NKOMUKONZA KUCITA INVEST?

Kuli mbunga zyamali zibeleta buyo kulanganya ma investments. Kuli mabbanga, ma asset stock brokerage firms, ma investment advisory firms azimwi. Mbunga zyamali zyaandeene-andeene zilizisi nzila zisiyene-siyene zyakucita invest alimwi lyoonse balikkomene kumugwasya kuzyiba mbomunga mwacita invest mali aanu.

INO INGA MWASALA BUTI INVESTMENT III KABOTU?

Kuli twaambo tunji tukonzaa kumupa kusala investment imwi. Amutulangisyte twaambo ootu mpoonya musoomee kumbele. Tumwi ntotoo aawa:

- Ikaambo nzymuyanda kucita invest
- Mali ngomuvwola calino;
- Myaka yanu yakuzwalwa;
- Mbomukonzaa kujatikizya ikuti naa mwacitikila ntenda iijatikizya investment yanu.

Aboobo kamutanacita invest alimwi kamutanasa kuti mulacita invest mali nzi, amubuze kuli basyaazibwene bama investment nokuba stockbroker walo uunga wamugwasya kuzyiba kuti njili investment iinga yamweelela nyewebo.

INO MBAANI BAKONZA KUCITA INVEST?

Investment iikabotu kumuntu uuli woonse uuvwola alimwi uukonzaa kubikka ambali mali amwi kutegwa akaabelesye kumbele, alimwi akakonzaa kuyobola mali ngayoovwola aakuleka milimo naa kumonzaa kujana mali amwi ayoomugwasya kumbele.

INO NDILILI NOMWEELEDE KUCITA INVEST?

Cindi nomwacita invest, mali aanu tamukonzaa kwaabelesya kufwumbwa ciindi nomwaayanda. Aboobo tamweelede kucita invest ciindi nomukonzaa kuba abuyumu-yumu kuti mwacita oobo. Amucite buyo invest ciindi nomwabona kuti mwamwvysya cizuminano ncomunjila, kapati mwamana kupandulwidwa abasyaazibwene.

Amacenjelele ma investment scheme aasyomeza kuvwuba cakufwambaana.

KWEENDELEZYA MA INVESTMENT AANU

Mbokunga mali aanu mwaapa kumbunga ilanga zyamali kuti imucitile makwebo tacaambi kuti nyewebo mweelede kukkanala buyo kakunyina ncomucita. Mweelede kutola lubazu mukweendelezya alimwi akumonka kwamali aanu.

Muyakuba investor uuzwidilila kuti naa kamulangisa twaambo ntobamwaambila, ikuti kamubuza mibuzyo alimwi akumvwyisa bweende bwa investment yanu.

- Lyonse kamubandika ambunga nkowakacita invest kutegwa kumuzi cicitika kumali aanu.
- Kamuzumanana kucita invest. Cilayandika kuzyiba kuti kucita invest takuli buyo kwaciindi comwe, pele ceelede kuba cintu cakucita lyoonse.
- Balakonzaa nomwamana kusala investment njomuyanda mucikozyano a mutual fund naa unit trust, amulembye kuli ciindi-aciindi kakubwezyegwa mali kuzwa kumali ngomuvwola naa kuzwa kumonzaa kujana mali amwi akubikkwa mu investment akkaunti yanu.
- Amuyobole kabetu lisiti naa certificate yanu ya investment.
- Kamulibambilide kuleka investment yanu kwaciindi cilamfwu kutegwa ikomene. Muciindi cisyoonto, myuulo yama shares tayinookkalikide, pele mukuya kwaciindi ilavwula kukkanilika.

Lyonse kamubandika ambunga nkowakacita invest kutegwa kumuzi cicitika kumali aanu.

TWAAMBO TUMWI TUJATIKIZYA KUCITA INVEST

Ansi awaa kuli zintu nzymuyanda kutobela mukucita invest:

- Ikusla mbunga yamali njomuyanda kucita invest alimwi mibandike aumwi wababelesi babo;
- Mubelesi wabo uyoomupandulida zintu zyaandeene-andeene momukonzaa kucita invest;
- Amulangisyte ma investments ngomukonzaa kusala, mpoonya musale yeeyo yeendelana amali ngomujisi;

Muyakulomba kulemba mafoomu aayanda twaambo ootu:

- Izina;
- Mwaka ngomwakazyalwa/myaka njomujisi;
- Mulimo ngomucita;
- Adilesi
- Cinyongole

Imbunga ilanganya mali ilakonzaa kusiniza twaambo tujatikizya ndinywe (personal information) alimwi a adilesi kwinda mukubelesya imwi naa zimwi nzila eezi:

- Malisiiti aakubbadele mbuli malaiti, maanzi, luwaille naa property rate bill. Mbunga zilanga mali zimwi zilakonzaa kuzumina mapepa aali woonse awamba atala aawa aamukwamwini n'ganda njomukala;
- Balakonzaa kubuya-buza kujatikizya ndinywe kuzwa kuli bamwi babeleka naa lugwalo kuzwa nkumubeleka naa kucikolo;
- Imuntu uuyoboya mali kumbunga eeyo naa;
- Basibuku, naa beendelezi bamwi bamucilawo canu ibamuzyi kabetu.

Mwaakumana kucita zyoonse ziyandika, bayoomupa certificate naa lisiti iitondexya kuti mwacita invest.

Lyonse amubuze basyaazibwene kamutana cita invest.

KUCITA INVEST MALI AANU

KUCITA INVEST MU FIXED DEPOSIT

Ikuti kamuyanda kucita invest mu fixed deposit, amubandike ababbanga naa mbunga ilanga zyamali njomuyanda akubikkwa mali aanu ooko. Caakukwana ciindi ncomweelede kubweza mali ngomwaabikka, kamuya mukaabweze, cita buyo kuti kamuyanda kucita invest alimwi kwaciindi ciimi cibikkidwe.

KUULA MA SHARES NAA MA BONDS

Ikuti kamuyanda kuula ma shares naa ma bond, amubandike a stockbroker walo uuya kumuulila kuzwa ku stock exchange, mbuli Lusaka Stock Exchange. Mweelwe musyonto ngomukonzaa kucita invest muma shares naa ma bonds ueyeme amulo wama shares naa ma bond ngomuyanda kuula alimwi amweelwe wama shares ngomukonzaa kuula.

Stockbroker mwiiminizi uzumizidwe kuulila akusambalila ma shares alimwi ama bonds aama investors. Mulongo wama stockbrokers nkouli ku Securities and Exchange Commission. Bulamfu bwacindi ciinga cainda kuti mwaabweze ma shares naa ma bonds ngomwaula alimwi amulo mpomwaulila ziyeeme aabube bwa market. Ma shares alimwi ama bonds aabube bwa market, muulo wama shares naa ma bonds ulakonzaa kunooli atala naa ansi kwinda muulo ngomwakaaula.

Ikuti naa kuyooinda ciindi cilamfwu buti kuti aulwe ma shares naa ma bond kuyeeme abube bwa stock market alimwi amulo ngomusambala. Ma shares alimwi ama bonds ngobayandisa bantu alakonzaa kusambalwa cakufwambaana; pele aayo aali manji a market alakonzaa kutola ciindi kuti asambalwe.

KUCITA INVEST MUMA MUTUAL FUNDS ALIMWI AMA UNIT TRUSTS

Ikuti kamuyanda kucita invest muma mutual fund naa mu unit trust, mweelede kubandika a maneja wa fund eeyo (fund manager) walo uukonzaa kusambalila ma investors mpindu illi ku mutual fund naa unit trust. Fund manager mutu ulanganya investment alimwi akweendelezya zintu zili mu mutual fund or unit trust. Mulongo wamazina aama investment advisors nkouli ku Securities and Exchange Commission.

IKUSAMBALA INTEREST IIII MUMA MUTUAL FUNDS ALIMWI AMA UNIT TRUSTS AANU

Mulakonzaa kusambala kufwumbwa ciindi mpindu (interests) illi muma mutual funds naa ma unit trust kuli fund manager walo ulibambilide lyoonse kuula mpindu yanu alimwi akumubbadele. Muyakuba investor uuzwidilila kuti lyoonse kamulanga-langa twaambo ntompedwe, ikuti kamubuza mibuzyo alimwi akuti mwaiziba kabetu investment njomumwanjila.

LWIYO LWA MALI MU ZAMBIA

KNOW MORE ABOUT INVESTING!

Investing involves using your money to buy financial assets such as shares, unit trusts, treasury bills or bonds to increase their future value, or putting your savings to work for your money to grow. This means that you make your money available to be put into an investment fund or ventures and thereby benefit from the profits from such ventures.

Imagine a person who makes a lot of money from her work and not needing all that money immediately; she could decide to buy and stock e.g building materials, jewellery, a car, clothes etc. She would then spend time and resources to take care of these assets and subsequently use them or sell them, hoping to obtain profit. This is a form of investment. However, investing with a financial institution frees you from the responsibility of managing the investment. It is done on your behalf by professionals and you receive the profits when they come in whilst paying the professionals for their service.

You can reduce your risk, and increase your income by diversifying your investments.

WHAT FORMS OF INVESTMENTS ARE AVAILABLE TO YOU?

There are different investment products to choose from and you need to educate yourself fully about them to enable you to determine and choose the one that best suits your situation and financial need. Some of the available investment products to choose from include the following:

Fixed Deposit or Certificate of Deposit: When you invest in a fixed deposit, you lend your money to the financial institution and benefit from the interest that accrues on the money.

You can invest in a fixed deposit by paying money into an account set up for you by the relevant financial institution. After going through the relevant processes you will be given proof that you have invested in the form of a certificate of deposit. This gives you a fixed amount of interest which may be paid to you periodically over the life of the investment or cumulative at the end. It is an obligation on the financial institution to pay you the interest.

You too can invest for the future.

Shares: A share is an instrument which represents a part ownership of a company. When you invest in shares you become a shareholder in the company and are entitled to dividends from the profits of the company.

To buy shares in a company that is listed on the Lusaka Stock Exchange you must contact a stockbroker who will buy them on the stock exchange for you. If you invest in shares you receive income in the form of dividends from the company. Dividends may not always be paid by the company as they depend on the performance of the company and decisions of the Board of Directors.