



Bill & Williams
Advocates

FIRM PROFILE

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MEC Building, 3rd Floor Mianzini Area,
Moshi - Arusha Road.
P.O. Box 939,
ARUSHA.

AUGUST, 2020

Organization's name	Bill & Williams Advocates.
Contact Person and title	Mr. William Ernest, Lead Partner. Cell: +255 767 379 986 Email: william@bwadvocates.co.tz
Organization's Physical address	Bill & Williams Advocates MEC Building, Plot No. 161, 3rd Floor, Room 302 - 4, Moshi-Arusha Road, Mianzini Area, P. O. Box 939, Arusha.
Core Activity of the Organization	Provision of Legal Services
Number of Personnel	8
Our Team of Lawyers	6
Status of the Organization	Law firm
Bank relationship	Stanbic Bank Limited

1. BACKGROUND

Bill & Williams Advocates is a law firm with her offices in Arusha. It was established in 2015. The firm has been seeing steady growth from two personnel when it started to the current eight (8) personnel and growth in clientele. Major activities of the firm are the provision of legal and consultancy services.

2. OUR VISION

Highly satisfied clients for personnel well - lived lives.

3. OUR MISSION

Nurturing talents and skills for safeguarded clients, their businesses & assets, and stakeholders' contentment.

4. OUR CORE VALUES




- Clients focused
- Trust
- Ethics,
- Transparency,
- Professionalism, and
- Accountability






5. ORGANIZATIONAL STRUCTURE

Bill & Williams Advocates is headed by the Lead Partner who generally oversees the affairs of the firm. The firm consists of three departments namely 1) *Litigation & Alternative Dispute Resolution*, 2) *Corporate & Advisory Services*, and 3) *Conveyancing and Labor*. Each department is headed by a Head of Department who reports to the Lead Partner. The Heads of departments are aided by Assistants. The supporting staff play an important role that cuts across all hierarchical levels in the firm. The Management Team which is comprised of the Lead Partner and Heads of Departments functions as the firm's think tank.

6. THE TEAM

Bill & Williams Advocates is a team of young likeminded Partners, Associates, Legal Officers, and supporting staff. The firm's workforce is profiled as follows;

SN.	Photo	Credentials and Experiences
1.		<p>Adv. William Ernest: He is the Lead Partner. He is an advocate of the High Court of Tanzania. William holds a Master's Degree in Intellectual Property Law (MIP) from Africa University, <i>Mutare Zimbabwe</i>, and holder of a degree in Law (LL. B) from Tumbaini University- <i>Iringa</i>, and a Post Graduate Diploma in Law from The Law School of Tanzania, <i>Dar Es Salaam</i>. William is currently a candidate at KCA University pursuing Certified Public Secretary examined by KASNEB in <i>Nairobi Kenya</i></p> <p>Experiences:</p> <ul style="list-style-type: none"> - Associate at Young & Mike Associates - Partner and Co-founder of Capital Attorneys, - Partner and founder of <i>Bill & Williams Advocates</i>, - Asst. Lecturer (<i>then</i>), Jomo Kenyatta University of Agriculture & Technology, - Attachment, African Regional Intellectual Property Organization (ARIPO), <i>Harare, Zimbabwe</i>.
2.		<p>Adv. George Mnzava: He is a Partner and Head, <i>Litigation & Alternative Dispute Resolution</i>. He is an advocate of the High Court of Tanzania. George holds a degree in Law (LL. B) from St. Augustine University, <i>Mwanza</i>, and a Post Graduate Diploma in Law from The Law School of Tanzania, <i>Dar es Salaam</i>.</p> <p>Experiences:</p> <ul style="list-style-type: none"> - Legal officer, Nyangarika Advocates, <i>Dodoma</i>. - Associate, <i>Bill & Williams Advocates</i>.
3.		<p>Adv. Aksa Mbwana: She is a Partner and Head, <i>Conveyancing & Labour</i>. Aksa is an Advocate of the High Court of Tanzania. Aksa is a holder of Bachelor of Law (L.L.B) from the University of Mysore, and Bachelor of Academic Laws (B.A.L) from the University of Mysore, <i>India</i> and a Post Graduate Diploma from the Law School of Tanzania, <i>Dar es Salaam</i>.</p> <p>Experiences:</p> <ul style="list-style-type: none"> - Legal Officer, Tanzania Intellectual Property Rights Network. - Internship at JJ Mwale & Company Advocates, a law firm based in Arusha. - Legal Officer and Administrator at Continental Digital Media Content Ltd. - Associate, <i>Bill & Williams Advocates</i>

4.		<p>Mr. Peter Mabiki: He is a Partner and Head, <i>Corporate & Advisory Services</i>. Peter is a holder of a degree in Law (LL. B) from Mzumbe University, Main Campus - Morogoro, and a Post Graduate Diploma in Law from The Law School of Tanzania, <i>Dar es Salaam</i>.</p> <p>Experiences:</p> <ul style="list-style-type: none"> - Intern, Ministry for Lands, Housing and Human Settlement, <i>Dar es Salaam</i>. - Intern, ATZ Law Chambers (now A & K Tanzania), <i>Dar es Salaam</i>. - Intern, Kaskasi Advocates Law Chamber, <i>Dodoma</i>. - Intern, MN Associate & Law Advocates, <i>Dodoma</i>. - Associate, Bill& Williams Advocates.
5.		<p>Adv. Vincent Stewart: He is a Legal Officer and Assistant in the <i>Litigation & Alternative Dispute Resolution department</i>. He is a holder of a degree in Law (LL. B-Hons) from Tumaini University, <i>Makumira</i>, Main Campus, and a Post Graduate Diploma in Law from The Law School of Tanzania, <i>Dar es Salaam</i>.</p> <p>Experiences:</p> <ul style="list-style-type: none"> - Vincent undertook his Internship at Temeke Municipal Council in <i>Dar es Salaam</i> where he acquired hands-on skills, especially on Local government Laws. - He started as an Intern at Bill& Williams Advocates. Upon completion of his Practical Legal Training from the Law School of Tanzania, Vincent joined the Firm.
6.		<p>Ms. Joseline Deogratias: She is a Legal Officer at Bill & Williams Advocates. Joseline holds a Bachelor's Degree in Law (LLB) from Tumaini University, <i>Makumira</i>, Main Campus.</p> <p>Joseline is an Assistant in the <i>Corporate & Advisory Services Department</i> where her talents and skills continue to be demonstrated.</p> <p>Experiences:</p> <ul style="list-style-type: none"> - Joseline joined the firm as an intern- trainee and ended up becoming a Legal Officer at the firm.
7.		<p>Ms. Mary Mkongo: She is an Accounting Officer at the Firm. Mary holds a Diploma in Finance and Banking from the Institute of Accountancy, <i>Arusha</i>. Her ability to pay attention to details and keenness in her day to day works has greatly contributed to the improved financial record keeping and performance in the firm. Mary is currently undertaking her professional studies with the National Board of Accountants and Auditors (NBAA).</p> <p>Experiences:</p> <ul style="list-style-type: none"> - Mary worked with Chem-Chem Microfinance Limited before joining the firm.
8.		<p>Ms. Emiliana Petro: She is the Administrative Secretary & Receptionist at the firm. Emiliana is a holder of Certificate in Secretarial Course stage I and II. Her customer care, friendliness, and charming character create a smooth interactive environment with clients and personnel in the firm.</p> <p>Experiences:</p> <ul style="list-style-type: none"> - Worked with ARIT Energy Tanzania - Worked with Evangelical Lutheran Church in Tanzania at NORTH Central Diocese

7. OUR ACHIEVEMENTS

a) Litigating before the African Court on Human and Peoples' Rights (AfCHPR)

S/N	Application	Court	Status
1.	Appl No. 007/2015	AfCHPR	Finalized
2.	Appl No. 20/2015	AfCHPR	Finalized
3.	Appl No. 16/2016	AfCHPR	Finalized
4.	Appl No. 051/2016	AfCHPR	On going
5.	Appl No. 015/2016	AfCHPR	On going
6.	Appl No. 049/2016	AfCHPR	On going
7.	Appl No. 028/2015	AfCHPR	On going
8.	Appl No. 024/2016	AfCHPR	On going

b) Litigating Before the East African Court of Justice (EACJ)

S/N	Reference	Court	Status
1.	Reference No. 9/2017		Finalized
2.	Reference no. 16./2014	EACJ	At final stages
3.	Reference No. 4/2018	EACJ	At final stages
4.	Reference No. 11/2018	EACJ	On going
5.	Application No. 5/2018	EACJ	On going

c) Litigating Before the Court of Appeal of Tanzania

The firm has, and continues to handle a number of cases before the Court of Appeal of Tanzania.

d) Litigating Before the High Court of Tanzania

The firm has, and continues to handle a number of cases before the High Court of Tanzania and Courts subordinate thereto.

e) Our Experience On Consultancy Works

- i. Consulted by the *East Africa Law Society (EALS)* (in collaboration with *Raoul Wallenberg Institute of Human Rights (RWI)* to undertake a Baseline Survey on the *Status of Implementation of Decisions of the East African Court of Justice (EACJ) and Level of Awareness of the EACJ in Tanzania, August 2018.*
- ii. Consulted by the *Evangelical Lutheran Church in Tanzania (ELCT) - North Central Diocese* to Develop a Land Management and Conservation Policy, October, 2018.
- iii. Co-Consultant with *Resources Insight Consultancy Limited* in establishing an *Environmental Policy, and By-Law for Environmental Management and Conservation for Ngorongoro District (Sheria Ndogo ya Usimamizi na Uhifadhi wa Mazingira ya Halmashauri ya Wilaya ya Ngorongoro, 2017),* November, 2017.
- iv. Consulted by *Microfinance Companies* to draft a Lending Policy.

8. OUR CONTRIBUTION TO COMMUNITY THROUGH PURSUING HUMAN RIGHTS AND PRO BONO CASE (WITH PARTNER ORGNISATIONS):

i. **The East Africa Law Society (EALS), Arusha**

The firm works with this regional body to prosecute strategic cases before the EACJ and AfCHPR in advocating for Rule of Law for EAC integration process and observance of human rights in Africa.

ii. **The Reprive, UK.**

The firm works with Reprive in striving to ensure observance of human rights in Africa through litigating in the AfCHPR.

iii. **Cornell University**

The firm works with the University in striving to ensure observance of human rights in Africa through litigating in the AfCHPR.

iv. **Cleary Gottlieb Steen & Hamilton, LLP, UK**

The firm teams up with Lawyers of this prestigious Law Firm in striving to ensure observance of human rights in Africa through litigating in the AfCHPR.

9. PRACTICE AREAS

Litigation and Dispute Resolution, Consultancy, Corporate, Intellectual Property, Agriculture, Mining, Tourism, Employment and Labour Relations.

10. COMPLIANCE MATTERS

The firm is registered by the Registrar of companies and given registration **No.296567**. The firm is also registered as a Value Added Tax trader under the Value Added Tax Scheme, the firm VRN number is **40-022332-P** and TIN is **116-191-377** issued by the Tanzania Revenue Authority.

11. REPORTING AND FEED- BACKING

Regular reports are given to clients regarding progress of a case or clients' assignments done by our law firm. The intervals for reporting depend on the nature of the assignment being handled. In court litigation for instance, feedbacks are given to clients every time an advocate gets back to office from the court. In consultancy works, reports are regularly given to clients after completion of every significant stage.

12. BANKING RELATIONSHIP

The Firm's current main Banker is *Stanbic Bank* which run its services national wide and cross borders.

13. SOCIAL RELATIONSHIP AND COMMUNITY CONTRIBUTION

The firm commits an agreed percentage of her resources (human, financial and time) for community support projects as a way of advancing social development. Community service projects are rendered in form of *pro bono* cases, environmental care and by offering legal aid services to the disadvantaged members of the society. The firm achieves her *pro bono* services through a *pro bono* desk in collaboration with the

Tanganyika Law Society, the African Court on Human and Peoples' Rights and other Legal and Human Rights Centre (LHRC).

14. RELATIONSHIP MANAGEMENT

We take our clients as our long term partners therefore we keep our steward relationship with them beyond pieces of assignments and briefs that they assign to us. Clients can come to us at any time during work hours for consultation and we value our relationship with them. We always maintain communication system between us and our client for we know we need each other all the way through.

15. OUR BOUNDARIES

Our liability is limited to an amount equal to the total fee charged. Our reliance on advice will mainly base on information supplied to us by clients. It is the duty of our client to provide us with timely, reliable and necessary information to enable us provide the needed services.

16. TYPES OF SERVICES

Generally, the firm offers two types of services namely; Non-Retainer services and Retainer services. The Non-Retainer based services are those which are extended to one time clients and those with short period of cooperation while retainer services are extended to clients with long period of cooperation.

Welcome and enjoy the services of *Bill & Williams Advocates*.

Truly and Respectfully,

For and on behalf of
Bill & Williams Advocates



Adv. William Ernest
Lead Partner