# Michael Mwandri Inc. Policy Manual

#### **Overview**

Michael Mwandri Inc. is a private organization dedicated to providing technical advice and consultancy in Global Surgery. Our work encompasses research, training, and strategic initiatives including the Surgical Exchange Program, surgical education, Global Surgery research, and the distribution of effective technologies in resource-limited settings.

Headquarters: North Carolina, USA

Active Partnerships: Tanzania

#### 1. Mission and Objectives

Michael Mwandri Inc. is committed to:

- Advancing surgical education and capacity building in underserved regions
- Facilitating international collaboration in Global Surgery
- Providing exchange opportunities for students and healthcare professionals
- Supporting research that strengthens surgical systems
- Distributing appropriate, effective medical technologies
- Promoting sustainable surgical care models in low-resource settings

### 2. Program Structure

Our programs are designed to support both educational and clinical objectives. Core components include:

- Student Exchange Programs: Facilitating placements for U.S. biomedical students in Tanzanian medical institutions
- Curriculum Development: Creating and refining global surgery training modules
- Research Mentorship: Guiding proposal development and academic writing
- Certification and Supervision: Supporting trainees through structured evaluation and mentorship
- Capacity Building: Providing resources and training in resource-limited surgical environments
- Outcome-Based Research: Including the implementation of trauma registries and surgical safety checklists

#### 3. Operational Guidelines

Michael Mwandri Inc. operates through a combination of full-time staff and independent contractors (1099 consultants). Key operational responsibilities include:

- Managing institutional partnerships and client communications
- Coordinating international exchange logistics and compliance
- Promoting educational and surgical collaboration between North Carolina and Tanzanian institutions
- Supporting travel planning, curriculum execution, and research facilitation

#### 4. Compliance and Legal Standards

Our organization strictly adheres to all applicable regulations in the United States and Tanzania, particularly in relation to medical education, international exchanges, and tax reporting. Key compliance areas include:

- Contractor Documentation: All 1099 consultants receive appropriate IRS documentation
- Data Protection: Compliance with FERPA and international data privacy standards is maintained
- Insurance Coverage: Adequate insurance is provided for travel, health, and liability for all participants
- Visa and Legal Processes: Assistance with visas, travel documentation, and international legal requirements is provided for all exchange participants

## **5. Medical Technology Distribution**

Michael Mwandri Inc. also distributes proven and appropriate surgical technologies to hospitals in Tanzania, such as negative pressure wound therapy.

## 6. Branding and Representation

Our brand represents our mission to connect education, innovation, and surgical capacity building. Branding standards include:

- Use of a consistent, professional logo
- High-quality program brochures and promotional materials
- Visual elements reflecting surgical tools, safety protocols, medical maps, and educational themes
- Clear messaging across all platforms to reflect our values of collaboration, education, and innovation