



MANDWE BLOCK MANAGEMENT PLAN
NTCHISI FOREST RESERVE



A FIVE YEAR PLAN –FROM JANUARY 2014 TO JANUARY 2019

2.0 MANAGING AUTHORITY

The Local Forestry Organisation of GVH Mandwe from TA Nthondo, Ntchisi is the one that will use this plan. The following is the list of villages under GVH Mandwe; ziya, mataka, mandwe, chipelera, kamangamadzi, chiperesa, mchilamaliro. There are 261 households expected to manage and use the block. The plan shall be revised after 5 years of implementation.

3.0 FOREST AREA DESCRIPTION

3.1 General Description

Mandwe block is situated 15 kilometers from Ntchisi boma with coverage of 375.09 hectares. It borders Mpanang'ombe block to the north, Nyanja Block to the south, Dwazi river to the east and Chimasomaso river to the West. Dwazi, mtenthera and Chimasomaso streams flow in the boundaries of the block of which provide water for irrigation and other domestic use to the surrounding communities' such as zambala.

3.1.1. Vegetation

The forest block is dominated by *Brachystegia* (traditionally called sanga) woodland with a sample pine plot and a patch of regenerants in the harvested area believed as planned for building of a house by Msonthi. Common species found in the block are , chiyere, mtondo, kadale, msolo, kanung'unung'u, mtanthanyerere, mombo, kamphoni, mseza, mvukwe, mchiwu, muwanga, nakaleza, mlombwa, msase, mng'ona, msekese, kundi, mpoloni, chibwabwa, katope, msuku, mgonkhomwala.

3.1.2 Soils

The block is dominated by sandy clay soil with few areas of clay soil for pot making, loam soil and dambo sand.

3.2 Boundary

The block boundaries are demarcated by natural features such as streams and painting of rocks or trees where streams are absent. For instance, Chimasomaso and mtenthera streams demarcates Mandwe and Mpanang'ombe blocks to the east and north respectively while to the West Dwazi river demarcates the Block and the customary land which are cultivated areas.

3.3. Tenure

The block is a state owned property since it is found in Ntchisi Forest Reserve which is a protected area. However community of GVH Mandwe has been engaged in co-management of the block to sustainably manage the resources while improving the living standards of the community.

3.4 FOREST USERS

The communities of GVH Mandwe are expected to benefit more from the block. The products expected to be obtained are woody and non woody forest products. Neighbouring communities such as Zambala, Ngoma, and Chipompha will also access the products through the block committee. The block committee is mandated to issue permission to everyone wish to collect products from the block. The user groups include mushroom collectors, edible caterpillars collectors, herbalists', fuel wood collectors, honey collectors, poles collectors, fruit collectors, timber collector. The block shall also act as a place to attract tourists.

3.5 MAIN USES

This Participatory Management Plan has been developed to ensure sustainability of forest resource while improving the lives of communities taking part in the management of the block. Woody products like poles, timber and firewood are expected to be harvested from the block. On the other hand, non woody products like medicine, fruits, mushroom; and fiber will be benefited. More important, the forest plays a role of conservation which will help to control soil erosion among many other ecological uses.

4.0 FOREST MANAGEMENT UNITS (FMUs)

The block has got two main forest management units. These FMUs are harvestable area and non harvestable area. Non-harvestable area is divided into FMU B and FMU C for Conservation area and stream bank buffers respectively. These shall not be harvested to give total protection of the areas.

4.1 FMU A: FIT FOR HARVESTING

This is an area of 75.94 hectares that has gentle slopes with good stock of trees and is fit to be harvested. This area will be demarcated in 5 hacters coupes for allowable rotation of 15 years and this is where fuel wood, timber, poles, roof beams and non- woody forest products such as mushrooms, honey, medicine, edible caterpillars for domestic and commercial purposes will be harvested.

4.2 FMU B and C: TOTAL PROTECTION

It has a hectrarage of 299.15. This area is for all steep slopes and river banks. It is meant for total protection. However, non-woody products like mushroom, fruits shall be harvested in the area.

4.2. Main Objectives of harvestable and non- harvestable

4.2.1 The main objective of the non harvestable area

- To protect the catchment area and steep slopes.
- To protect the resources in the block so as to avoid deforestation which can create open/bare land

4.2.2 The main objectives of harvestable area are as follows:-

- To produce quality timber, poles and fuel wood
- To improve economical status of Mandwe VDC people through sales of forest products

4.3. Specific objectives of harvestable and non harvestable

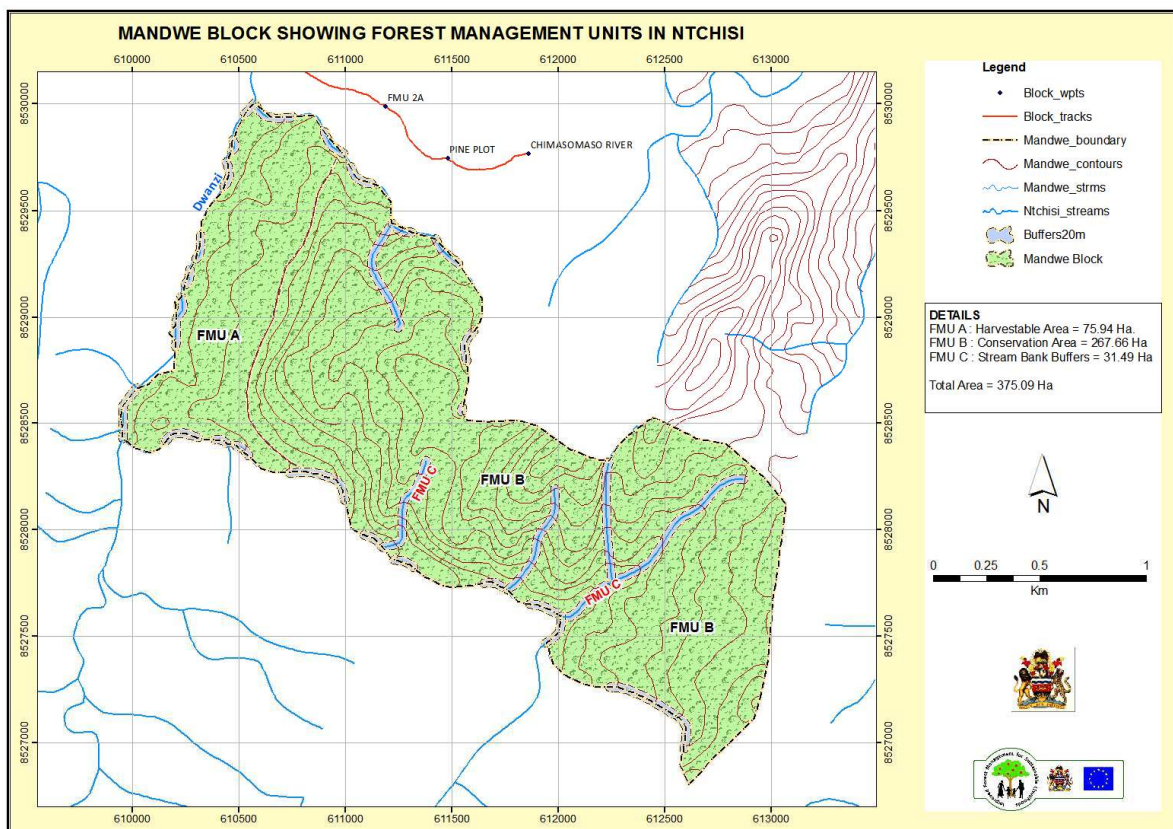
4.3.1 The specific objectives of non harvestable area are:-

- To conserve and protect the endangered species.
- To protect steeply slopes
- To protect conservation of fauna and flora.

4.3.2 The specific objectives of harvestable area are:-

- To promote production of quality woody products such as timber, fuel wood and poles.
- To promote production of non woody forest products: honey, medicine, grass and fruits for domestic use and sale

Fig 4.1 Harvestable and Non- harvestable area



5.0 MANAGEMENT OBJECTIVES

5.1 Overall Objective

To manage, protect, conserve and utilize the forestry resources both woody products and non-woody products i.e. poles, firewood, timber, mushroom, fruits, herbs in a sustainable way for domestic and commercial use so as to improve the lives of Mandwe VDC.

5.2 Specific Objectives

- To ensure sustainable supply of wood products i.e. firewood, poles, timber for domestic as well as for sale.
- To supply non-wood products i.e. mushroom, herbs, fruits, honey, for food and sale.
- To manage regenerants so as to ensure maximum ground cover and replace harvested poles, timber and firewood.
- To protect rivers/streams from siltation and ensure more and clean water in water sources.
- To control soil erosion.
- To facilitate and provide the coming in of the wild animals as well as habitat.

6.0. RESOURCE USE RULES

6.1 General problems/issues in the Mandwe Block

- Careless and illegal cutting down of trees i.e. for Matondo (edible caterpillars), fuelwood and timber collection.
- Wild fires
- Illegal timber sowing
- Illegal firewood collection
- Illegal hunting
- Extension workers not working in collaboration with communities thereby destroying the resources.



Cut tree for Matondo

a log and sepi-sepi found in block



a stump after illegal timber sawing

TABLE 6.1 Resource Management Rules for Mpanang'ombe Block

These relate to the whole block

NO	RESOURCE RULE	SPECIFICATION	PENALTY
1	No one is to saw timber in the Block without permission	Sawing of timber shall be controlled by the block committee	Anyone found guilty shall pay a fine of K15, 000.00 or one goat.
2	No one is allowed to collect firewood in the block without permission from the block committee	Collection of firewood shall be controlled by the block committee.	Anyone found guilty of collecting firewood without permission and using a vehicle shall pay a fine of K20, 000 and those of head loads and bicycles shall pay K500.00.
3	No one is allowed to conduct charcoal burning in the block	The block committee shall ensure no	Anyone found guilty shall pay a fine of K30,000.00 or

		charcoal burning is conducted in the block	2 goats
4	No one is allowed to cut trees without permission	The block committee shall monitor the cutting of woody products	Anyone found guilty shall pay a fine of K15,000 or a goat
5	No one is allowed to hunt in the Block	The block committee shall ensure that no hunting is done	Anyone found guilty shall pay a fine of K10,000.00
6	No one is allowed to harvest Mandwe VDC Block honey	The block shall monitor the activity	Anyone found guilty shall pay a fine of K10,000.00
7	No one is to install bee hives without installation		Outsider K10,000.00 Mandwe K5,000.00
8	Those who need to produce honey should not use traditional bee hives.	The block committee shall regulate the process.	Anyone found guilty of installing traditional bee hives shall pay a fine K20,000.00
9	No one is to cause or lit fire in the Block	The block committee shall control the activity	Anyone found guilty of causing fire in the block shall pay fine of K25,000.00
10	No one is to collect clay soil for pot making in the Block	The block committee shall monitor the activity	Anyone found guilty shall pay a fine of K3000.00 or two chickens
11	No one is to graze in the Block	The block committee shall control the activity	Anyone found guilty of the offence shall pay a fine of K10,000.00
12	For Traditional medicine only plant part shall be collected and not cutting tap roots or main roots nor bark ringing. This shall be done with a permission from the Block committee	The block committee to monitor collection.	Anyone found guilty of cutting tap roots or main roots or bark ringing shall pay a fine of K7,000.00
13	No one is to cultivate in the Block	The block committee shall control the activity	Anyone found guilty shall pay a fine of K15,000.00 or a goat
14	No one is to change the boundary for the block	The block committee shall ensure that no one is changing the boundary.	Anyone found changing the boundary shall pay affine of K35,000.00 or two goats and two chickens
15	No one is to collect grass without permission	The block committee shall control activity	Anyone from mandwe shall collect for free and outsiders shall pay K50 per bundle. If found guilty shall pay affine of K500.00 for both.

7.0. FOREST MANAGEMENT PRACTICES FOR MANDWE BLOCK

The general practices will be done in the FMUs within the block. These FMUs have been divided into FMU A, FMU B, and FMU C (refer to the Management units map 1)

Practice	FMU
Total protection	FMU A and FMU B
Controlling early burning	FMU A, FMU B and FMU C
Managing regenerants	FMU A
Rotation harvesting of woody products	FMU A
Beekeeping practice	FMU A

7.1 ACTION PLAN

The following activities shall be undertaken on annual basis. This is to ensure that sustainability of the resources is maintained.

TABLE 7.1. ACTION PLAN

Type of work	When	Where	Responsible	Requirements	What to see (Indicator)
Controlled early burning	June	Mandwe Block	Committee, VHS, Extension workers and whole community	Matches, panga knives, slashers.	Burnt patches.
Patrolling	January to December (on-going activity) (twice a week)	Mandwe Block	Committee, VHS, Extension workers and communities	Panga knives, pens, notebooks and slashers	Reports
Issuing of permits	January to December	Mandwe Block	Block committee	Receipts books	Records of receipts
Demarcation of block boundaries and non-harvestable trees in coupes to be harvested	December	Mandwe Block	Block Committee, VHS, Extension workers	Paint, slashers, panga knives, brushes and paraffin	Paint markings
Writing reports.	June onwards.	Mandwe Block	Block committee	Pens, paper and ruler	Reports
Establishment of future coupes	May to November		Block committee, extension workers & VHS	Paint Brush Turpentine/Paraf	No. of coupes demarcated

				fin Pangas	
Holding meetings	Quarterly		Block Committee, VHs, Extension workers	Pens and notebooks	Minutes of the meetings
Harvesting and monitoring of the harvested products	January to December	Mandwe VDC	Block committee and extension workers	Pangas, pens, notebooks, receipts	Harvested products
Reviewing constitution & Management Plan	Quarterly	Mandwe VDC	Committee, VHs, Extension workers and Whole community	Stationery Community meal	Communities updated on constitution & management plan
Planting trees in areas where soil has been extracted	January	Mandwe VDC	Committee, VHs, Extension workers and Whole community	Seedlings	Number of trees planted
Conduct firebreak mentainance in specific areas	October	Mandwe VDC	Committee, VHs, Extension workers and Whole community	Hoes, pangas, slahers	Lane of firebreak

TABLE 7.2. PATROLLING PLAN

Place	WHO	RESOURCES	TIME FRAME
Activity	Responsible person	When	Indicator
Checking the illegal sawing of timber	Block committee, extension workers and VDC Mandwe	Twice a week	Number of confiscated planks
Checking of illegal charcoal burning	Block committee, extension workers and VDC Mandwe	Twice a week	- Number bags of charcoal confiscated -Number of kiln destroyed -Number of cases booked
Checking of illegal poles collection	Block committee, extension workers and VDC Mandwe	Twice a week	Number of poles confiscated
Checking of deliberate wildfires	Block committee, extension workers and VDC Mandwe	Twice a week	-Burned patches in the block -Number of cases booked

7.3 MONITORING & EVALUATION PLAN

TABLE 7.3. MONITORING & EVALUATION PLAN

This shall aim at achieving the objectives of managing the forest resources. This is sustainability and upliftment of peoples livelihood

Objective	What to measure	How to measure	Indicator	Responsibility	Resources	Time Frame
To ensure sustainable supply of firewood, timber, poles for domestic as well as for sale.	Number of head loads of firewood and number of trees for timber and poles.	Counting	Number of head loads, mendles of firewood, number of trees for timber and poles.	Block committee and extension workers	note books and pens	Throughout the year when the products have been collected
To ensure sustainable supply of non timber forestry products i.e. fruits,, medicine and mushroom.	Number of fruits and mushrooms and bunches of medicine	Counting	Number of, pails of fruits, number of fruit trees and mushroom and kgs/bunches of medicine.	Block committee and extension workers	note books and pens	Throughout the year when products have been collected
To protect fragile areas i.e. river banks	Number of trees along river banks and areas where clay soil have been dug. Rivers filled with water throughout the year.	Counting and observation	Number of trees along river banks. Sufficient water in rivers throughout the year.	Block committee and extension workers	note books and pens	Throughout the year
To increase income through FBES	Number of beehives hanged and increase of honey production.	Counting of beehives and liters produced	Number of liters produced	Block committee and extension workers	note books and pens	Throughout the year (quaterly)

8.0 PRODUCTS FROM AREA OF HARVEST

Main harvestable woody products are firewood, poles, timber and non-woody products like mushroom, honey, clay soil for pot making, ropes, fruits and medicine. Branchystegia species (Sanga) are the commonly species found in the block. Harvesting of woody products in Mandwe block shall be done in FMU A in demarcations (coupes) of 5 hacters for a rotation period of 15 years

The rotational age of Branchystegia is 15 years if the resource is in abundance. This period has been chosen in order to give enough time for tree regeneration to meet sustainable use out of the total area of 375.09ha, only 75.94ha is harvestable. The harvest of non-woody products such as mushroom, fruits and honey shall be in the whole block.

The table below shows the total supply of the product in the Block

PRODUCT	TOTAL SUPPLY / HA	TOTAL SUPPLY IN ANNUAL COUPES
Poles		
Firewood		
Timber		
Fibre		
Medicine		
Mushroom		
Fruits		
Clay soil		

8.1. MANAGEMENT PLAN FOR EACH PRODUCT

Forest resource products in Mandwe Block will be harvested in sustainable way. This will be done by harvesting in coupes (demarcated areas) for rotation period of 15 years in order to allow regeneration, hence sustainability of available forest resources.

Mandwe forest block has a number of woody products as well as non-woody forest products. The following are the products which shall be obtained in the Block; timber, poles, fuelwood, mushroom, honey, clay soil for pot making, traditional medicine and fruits.

8.1.1 Management plan for medicine

- (a). **Forest Product:** Traditional Medicine
- (b). **Key species:** mpatsa chokolo, chisekese, chisazosazo, mkangamila, mpoza, chimphakasa, dululu, mtimaumozi.

- ©, **Demand:** High

- (d). **Supply:** low

- (e). **Problems/issues:**
 - Poor methods of harvesting and
 - Wild fires
 - Theft
 - scarcity of key species

- (f). **Management Practices:**
 - Traditional doctors should seek permission first before entering into the block.
 - To protect and manage regenerants for traditional medicine
 - To harvest only plant part and not cutting tap roots or main roots nor bark ringing.
 - To conduct controlled early burning before grass is completely dry possibly in June and July.

- (g). **Area based harvest map:** Whole block where available.

- (h). **Allowable quantity:** Will depend upon the availability but not more than 3bag sacks of 50 kg.

- (i). **Permits**
 - Permission shall be granted to anyone who needs to collect the medicine by the block committee. This will be for people from Mandwe VDC and neighbouring villages

- (j). **Fees and royalties**
 - Anyone contravening the rules shall pay a fine of K7,000
 - For domestic use shall be free for Mandwe VDC outsiders will as commercial
 - Anyone who wants to collect medicine shall pay K200 per kg from Mandwe VDC and anyone from other villages shall pay K1,500 per kg

8.1.2 Management plan for Fruits



Forest Product :- Fruits

gonkhomwala fruit in the block

Key species : – Masuku, gonkhomwala, mvilu, nthuza, mavalu akalulu,

Demand : –High

Supply : - Low

- e) **Problems/ Issues** : – Scarcity of some key species.
- Careless cutting down of trees .
 - Poor methods of picking fruits from the tree and theft
 - Wild fires.

a) **Management Practices** :



- Controlled early burning.
- -picking of mature fruits and if possible climbing to pick
- Avoid cutting down of trees carelessly.

b) **Area of Harvest** : – Whole block

c) **Allowable quantity**: – Shall depend upon the supply.

h) **Permits**:

- Anyone in need of fruits should seek permission from the Block Committee before entering into the block.

i) **Fees and royalties**:

- Collection shall be free upon permission from the BMC
- Anyone found without permission shall be confiscated and pay a fine of K50

Mandwe VDC K100 outsiders.

8.3 Management plan for mushroom

(a) Forest Product: Mushroom

(b) Key species: Ndelema, mphofa, Chipindi, Manyame, chiwere

(c) Demand: High

(d) Supply: low

(e) Problems/Issues:

- Bad harvesting techniques as some harvest immature mushroom leaving no spores to germinate
- Wildfires destructing patches for mushroom to germinate
- Theft

(f) Management practices:

- Every person shall obtain a permit from the BMC for mushroom collection
- Protecting and managing trees which aid for mushroom growing
- Avoid cutting down of trees carelessly
- Controlled early burning before grass is completely dry – may, june and July.

(g) Area of harvest: Whole block

(h) Allowable Quantity: - Depend upon the supply

(i) Permits

- Anyone in need of mushroom should get permission from the block committee

(j) Fees and Royalties

- Anyone found without permission shall be confiscated and pay in fine of K50 for Mandwe VDC and K500 for outsiders
- Collection is free for Mandwe VDC and K200 for outsiders

8.4 Management plan for Poles

- (a). **Forest Product:** Poles
- (b). **Key species:** kadale, msolo, msuku, kasokolowe, chiyere, kanung'unung'u, mtanthanyerere
- (c). **Demand:** High
- (d). **Supply:** Low
- (e). **Problems/issues:**
- cutting down of trees without permission
 - Wild fires
 - Theft
 - Scarcity of key species
- (f). **Management Practices:**
- Harvesting of poles will be done in demarcated coupes only and marking will be done annually.
 - To protect and manage regenerants for poles
 - To conduct controlled early burning before grass is completely dry possibly in June and July.
- (g). **Allowable quantity:** the allowable annual harvest is 1000 per hactres per annum.
- (h). **Permits**
- Anyone is entitled to harvest if she/he so wishes as long as permission has been obtained from Block management committee. The District Forestry Officer shall counter sign for commercial permits.
 - Tobacco sticks are not allowed to be collected in the block
- (i). **Fees and royalties**
- Anyone contravening the rules shall pay a fine of K1000 from Mandwe VDC and K2000 outsiders

Unit Measure	VDC Mandwe FEE	Outsiders FEE (MK)
Roof beam (each)	100	200
Poles (bundle)	100	200
Rafters (each)	100	200

8.5 Management plan for Ropes

- (a). **Forest Product:** Ropes
- (b). **Key species:** mombo, sanga, kamphoni, mchiwu, mtondo
- (c). **Demand:** High
- (d). **Supply:** low
- (e). **Problems/issues:**
 - Wild fires
 - Theft
 - Scarcity of key species
- (f). **Management Practices:**
 - To protect and manage regenerants for ropes
 - To monitor that the rules of permission are observed.
 - Part of the tree shall be cut for collection of the ropes (not the whole tree)
- (g). **Allowable quantity:** the allowable annual harvest is 1000 per annum on the harvestable based area.
- (h). **Permits**
 - Anyone shall be granted permission to harvest the ropes.
- (i). **Fees and royalties**
 - People from VDC Mandwe shall pay K250 and outsiders shall pay k500
 - Anyone contravening the rules shall pay a fine basing on when the tree is cut as per resource rules

8.6 Management plan for clay soil for clay pots

- a) **Forest Product:** clay soil
- b) **Demand:** High
- c) **Supply:** Low
- d) **Problems/issues:**
 - Felling down of trees to create space for clay extraction
 - promotion of gully erosion through extraction pits
 - Theft
- e) **Management practices:**
 - Management of regenerants
 - planting of trees in the gullies
- f) **Area based harvest map:** harvestable area only
- g) **Allowable quantity:** twenty - 50 kg bags per year
- h) **Permits:**
 - Permission shall be granted to anyone who needs to extract clay soil by the block committee. This will be for people from Mandwe VDC and neighbouring villages.
- i) **Fees and loyalties:**
 - Members of Mwande VDC will pay K250, while outsiders will pay K500 per 50kg
 - Anyone contravening the rules shall pay a fine of K3,000.00

8.6 Management plan for timber

- a) **Forest Product:** Timber
- b) **Key species:** nseza, muwanga, msase, nakaleza, mlombwa
- c) **Demand:** high
- d) **Supply:** low
- e) **Problems/issues:**
 - scarcity of key species
 - theft
 - wildfires
- f) **Management practices**
 - Harvesting of timber will be done in demarcated coupes only and marking will be done annually
 - To protect and manage regenerants for timber
 - Enrichment planting of timber tree species
- g) **Allowable quantity:** the allowable annual harvest is 5 tones
- h) **Permits**
 - Anyone is entitled to harvest if she/he so wishes as long as permission has been obtained from Block management committee. The District Forestry Officer shall counter sign for commercial permits
- i) **Fees and royalties**
 - Anyone contravening the rules shall pay a fine of K15,000
 - Payment of fees will be K6, 000 per tree for people from Mandwe VDC and K7, 000 for outsiders.

8.7 Management plan for Fuel wood

- a) **Forest Product:** Fuelwood
- b) **Key species:** sanga, mtondo, chiyere, msekese, mbanga
- c) **Demand:** high
- d) **Supply:** low
- e) **Problems/issues:**
 - Scarcity of key species hence competing for it.
 - theft
 - wildfires
- f) **Management practices**
 - Harvesting of fuelwood will be done in demarcated coupes only and marking will be done annually
 - To protect and manage regenerants for timber
 - Enrichment planting of fuel wood tree species
 - Dry wood will be collected as a first priority unlike green wood
- g) **Allowable quantity:** the allowable annual harvest is 30tonnes per annum based.
- h) **Permits**
 - Anyone is entitled to harvest if she/he so wishes as long as permission has been obtained from Block management committee. The District Forestry Officer shall counter sign for commercial permits
- i) **Fees and royalties**
 - Anyone contravening the rules shall pay a fine of K15,000
 - Payment of fees will be K150 per headload for people from Mandwe VDC and K200 for outsiders commercial and domestic K100.00 for mandwe.
 - Bicycle load K500.00 for Mandwe VDC and K1000 for outsiders for commercial K400 for domestic
 - Mendle will be K600 for everyone for commercial and for domestic K350.00
- j) **Area of harvest:** it will be done in FMU1 which is a harvestable area in a selective manner.

8.8 Management plan for Honey

- a) **Forest Product:** Honey
- b) **Key species:** sanga species.
- c) **Demand:** high
- d) **Supply:** low
- e) **Problems/issues:**
 - Theft
 - wildfires to destroy beehives
 - lack of resources
- f) **Management practices**
 - All bee keepers shall obtain permit from BMC and shall use Malawian standard tool bars.
 - Controlled early burning shall be conducted in order to reduce fire hazards
 - Bee hive installation shall be done in FMU 1 throughout the year
 - Honey collectors shall use smokers during harvesting and not lighting fire
- g) **Allowable quantity:** anyone is entitled to install as many bee hives as she/he can and shall harvest basing on the amount of honey in the bee hive
- h) **Permits**
 - Anyone is entitled to do bee keeping in the block provided the permission has been granted by BMC
- i) **Fees and royalties**
 - Anyone contravening the rules shall pay a fine of K15,000 or a goat
 - Payment of fees will be K3,000 per bee hive per annum for members and anyone who have a beehive in the block without permission shall pay K5000.00
 - A 300ml (fanta bottle) will be sold at 1,500 for Block bee hives

9.0 BENEFIT SHARING

Funds realised shall be at the bank account. The chairperson, the secretary and the treasurer shall countersign the bank documents

Use of funds

- To buy materials to use for FBEs i.e. Beehives
- To buy protective cloths
- To buy stationery to run the committee
- To use for VDC developments
- To use for hospitality

However the funds shall be distributed to

9.0 BENEFIT SHARING ARRANGEMENT

Revenue realized from sales of produce from the block shall be distributed as follows:-

Table 9.1 Revenue distribution

Revenue source level	Category of fees	Type of account	Signatories	Funds use	Remarks
Forest reserve Account	Permit fees for Domestic use	Block committee Account	Elected Block Committee Members	<ul style="list-style-type: none"> • Forestry management eg buying equipments • VDC development eg buying necessities for sick people, old people and the orphans • Business. • To find means of transport eg bicycle. • Continue with savings. 	<p>100% realized from fees for domestic deposited into this account.</p> <p>Forest products harvested with permits issued by BMC.</p>
	Permit fees for commercial use	Block committee Account	Elected Block committee members and countersigned by DFO	As above	<p>30% of revenues deposited into Forest Development Fund.</p> <p>10% into Local Forest Management Board Account.</p> <p>60% into Block committee Account.</p>

FINANCIAL ISSUES

11.0 Annexes

Annex I

ANNEX 11

CONSTITUTION OF MPANANG'OMBE BLOCK

To manage, protect, conserve and utilize the forestry resources both woody products and non-woody products i.e poles, firewood, timber , mushroom, fruits, herbs in a sustainable way for domestic and commercial use so as to uplift the lives of Mandwe VDC.

MANAGEMENT COMMITTEE

People from Mandwe VDC (7 villages) agreed during the meeting that the committee shall comprise of 10 members; chairperson and the vice, secretary and the vice, treasurer and 5 committee members. The members shall be elected from all 7 villages in the GVH Mandwe. The GVH Mandwe shall be the ex-official with his Village Heads. The committee will work hand in hand with the remaining group of people from the VDC to be involved in carrying out all activities of managing the resources in the Block. These will be different forest user groups.

THE CHAIRPERSON AND VICE CHAIRPERSON

Qualities

- Must not steal
- Should be a kind person
- Should not be corrupt
- Must know how to read and write.
- Should be polite
- Should be able to hear other people's views.
- Must be a citizen and stable in the village
- Must be elected by the majority of the community.
- Should be a hard worker in terms of forest management

Duties

- To call for meetings.
- To direct the entire committee to function properly
- To make sure that the constitution is being followed.

- To coordinate information amongst committee, GVH, village heads and the wider community.
- To lead in protection and managing the forest resources in the Block
- Signatory to the bank account

SECRETARY AND VICE SECRETARY

Qualities

- Should be able to read and write.
- Should be a hard worker and able to carry the duties.
- Should be a kind person.
- Should be polite
- Should be elected by the entire community

Duties

- To write minutes of meetings
- To write letters to call for meetings.
- To take attendance of meetings.
- To keep and maintain records of received and issued out materials
- Report on progress of the work
- Signatory to the bank account

TREASURER

Qualities

- Should be able to read and write.
- Should not be a drunkard person.
- Should be trustworthy person.
- Should be citizen and stable person
- Should be well known by the entire community and to the GVH
- Should be able to keep goods and finances.
- Should be elected by the entire community

Duties

- To keep money and goods for the block members.
- To take note of incoming and outgoing finances and goods.
- To report about the proceedings of income to the committee as well as the wider community.
- Signatory to the bank account

COMMITTEE MEMBERS

Qualities

- Should be able to talk during the meeting
- Should not be absent during the meeting
- Should be able listen others views and be able to resolve issues.
- Should be a member, born in Mandwe VDC.

Duties

- To settle disputes.
- To take part on the discussions during the meeting.
- To monitor the function of the constitution.

DISQUALIFICATION OF OFFICE BEARERS.

- Absenteeism from meetings and other activities for more than 3 consecutive days without valid excuses
- If one has stolen goods or finances for the block members.
- If one is unable to follow the constitution.
- If one wants the benefits for himself/herself only.
- If one sells goods for the Block
- If one is unable to lead the entire committee

TERM OF OFFICE

- The agreement of the community of Mandwe VDC is to conduct elections after every 3 years. If the member has performed well, he/she shall be elected for another term.
- After 3 years the Group Village Headman shall call for a meeting of the whole community to elect other office bearers. An emergency meeting will be called to elect an office bearer if the vacancy exists for the post. Voting system will be one man one vote.

DISQUALIFICATION OF MEMBERS

- If one has stolen goods of the institution.
- Upon death and moving out of the village.
- If one is not following the rules and regulations for the group.
- If one is disobedient to the ex-officials
- Upon malpractice of an individual

FUNCTIONS OF ELECTED MEMBERS

- To make sure that there is peace amongst block members.
- To form action plan.
- To make sure that the block is well managed.
- To share benefits among block members with the aid of the Group village headman and Village heads.

- To give, remind rules to the communities

DISQUALIFICATION OF THE BLOCK COMMITTEE

- After 3 years of service for effective management and to avoid overstaying
- If they are lazy.
- If they have stolen either goods or money of the institution before the period of 3 years.
- GVH shall have the right to dissolve the committee after warning of 3 times as well as to individuals

ELIGIBILITY OF MEMBERSHIP (ELECTION TO OFFICE)

- Anyone who is a citizen of GVH Mandwe can be voted to power
- Anyone who has good conduct and honest is free to join
- Anyone who cannot steal is free to join

THE RIGHT TO APPEAL

Any member has the right to appeal if not being satisfied with the judgment. From the committee, one can go to the village head, if fails, can go to the GVH, if fails, can go to the SGVH, if it fails it can go to the TA, if fails again, can go up to the high court.

FUNCTIONS OF THE WIDER COMMUNITY

- To participate in all activities of block management.
- To elect office bearers.
- To formulate and amend the constitution.
- To attend meetings.

FUNCTIONS OF THE TRADITIONAL LEADER (TA, GVH and VH)

- Shall be advisor to the institution and assist settling of disputes.
- Shall be one of the signatories of block management plan and agreement (TA only).

Quorum for a meeting

- Half of the executive committee to be present
- The committee shall meet on every 1st and 15th of the month through the year. The entire community shall be on every 25th of the month.
- Representative all villages must be present whenever BMC meets wider community. (50% of the wider community is enough)

Names of Mandwe Block Committee

No	Name	Postion	Village
1	Eliam Chikuni	Chair person	Mandwe
2	Frank Sendeza	Vice Chair person	M'chiramaliro
3	Maxwell Malata	Secretary	Chiperesa
4	Daniel Chiperesa	Vice Secretary	Chiperera
5	Grace Nkhombwera	Treasurer	Dziya
6	Grace Kanyamula	Member	Mandwe
7	Teleza Poloto	Member	Mchilamaliro
8	Samuel Kamphonje	Member	Dziya
9	Martine Thandizeni	Member	Kamangamadzi
10	Doreen Eliam	Member	Mataka
11	1	GVH Mandwe	Mandwe
12	2027	VH Mandwe	Mandwe
13	1522	VH Chiperera	Chiperera
14	2024	VH Chiperesa	Chiperesa
15	1318	VH Kamangamadzi	Kamangamadzi
16	1618	VH Dziya	Dziya
17	1517	VH Mataka	Mataka
18	2220 267	VH Mchiramaliro	Mchiramaliro

Accounts/financial management

- The block management committee will have an account
- The treasurer will receive the money issue a receipt and Record the transaction in ledger books
- Payments made by BMC to be counter signed
- The money collected shall be used for the following
 - (h) Micro-credit scheme 20%
 - (ii) Assist during funerals 20%
 - (iii) Assist the needy, orphans, aged and the Aids/Hiv affected 20%.
 - (iv)In management of the Block 40%
- Micro -credit scheme to attract a 20% Interest.

Policy on equality

- All members except the lame, sick, aged to take part in all activities regardless of being male or female.
- Cost and benefit sharing to be equal among all members.

BOOK KEEPING (RECORD KEEPING)

- The BMC shall have the following books
 - a) Minute book
 - b) Receipt book
 - c) Permit book
 - d) Patrol book
 - e) Register
 - f) Offence and fine book.

Amendments of Constitution

This Constitution shall be amended every two years through submission of proposed change to the general body or general body to the committee.

Benefit Sharing

The available benefits do include finances and forest products .These shall be shared equally and every member is entitled to receive them.
This shall be facilitated by the BMC and endorsed by the wide community

COMMENCEMENT OF THE BY-LAWS

The Mandwe constitution and by-laws will come into operation after all the signatories have signed.

SIGNATORIES

SIGNATORY

DATE

.....
BLOCK CHAIRPERSON

.....
GROUP VILLAGE HEAD

.....

.....

.....

.....

TA

.....
DC

11.0 CO-MANAGEMENT AGREEMENT

(Forestry Act, 1997 Section 25)

THIS AGREEMENT is made theday of.....
BETWEEN Director of Forestry, Ministry of Energy and Mines, hereinafter referred to as
the Government, and local residents of village(s) of
Traditional Authority.....and District
.....

Represented byas the Local Forest
Organisation (herewith described as LFO) and known also as the block management
committee.

The Government, hereby, wishes to make an agreement with the LFO to provide for co-
management, in partnership with the Department of Forestry, of the forest resources of
.....block offorest reserve, in order to
promote sustainable forest management and the enhancement of the livelihoods of the
forest adjacent communities.

NOW IT IS HEREBY AGREED as follows:

1. The Government shall upon being satisfied with transitional arrangements recognise
the joint authority of the LFO to protect, manage, control and utilize sustainably the
forest resource for the benefit of the local community of
.....
Village.
2. The LFO accepts and undertakes to protect, manage, control and utilize sustainably
the forest resource in accordance with terms and conditions stipulated in this
agreement and annexed block co-management plan.

LFO OBLIGATIONS

3. In particular the Government gives authority to the LFO subject to the following
conditions:
 - (a.) Forest resources shall be properly maintained and managed according to approved
management techniques as set out in the annexed block Co-management Plan.

- (b.) The LFO shall enforce the powers that have been devolved to them by the Government in the Forest Rules 2001, and in any subsequent rules, and as agreed in the LFO Registration Agreement.
- (c.) The LFO shall protect, manage, control and utilize in a manner that maintains productivity, the forest resources within their jurisdiction and will issue permits and licences for forest produce primarily for the benefit of the local community and (in the event of surplus products becoming available) for their commercial sale under a license system, as set out in the annexed management plan.
- (d.) To assist the District Forest Officer with the issuing of conveyance certificates, the local forest organisation may provide the necessary supporting documentation (ownership certificate) to verify source and ownership of wood products under its control. It may also assist local private individuals with wood products in their locality verify ownership for applying for a conveyance certificate from the District Forest Officer.
- (e.) Benefits accruing from the forest resource shall be equitably utilized by the community in accordance with the benefit sharing arrangements set out in the annexed management plan and LFO constitution
- (f.) Revenue accruing from the forest resource shall be equitably utilized by the community in accordance with the LFO Constitution and as per agreements reached at general assemblies of the LFO
- (g.) 10% of the share of revenue accruing from the issue of commercial harvesting permits and licenses (i.e. those permits and licenses not issued for domestic or subsistence purposes) shall be deposited into the account of the Local Forest Management Board of Forest Reserve, with transfers being made on a quarterly basis
- (h.) 30% of the share of revenue accruing from the issue of commercial harvesting permits and licenses (i.e. those permits and licenses not issued for domestic or subsistence purposes) shall be deposited into the Forest Development Fund Account Number 1 with such transfers being made on a quarterly basis.
- (i.) It is expected that 60% of the funds available to the LFO after sharing the proportions specified in (g) and (h) will be utilised by the LFO for the purposes of forest development, management and operating costs. This includes utilisation of the funds inside and outside the area of the co-management block.
- (j.) The LFO shall make accessible records of accounts and licenses issued to the Director of Forestry or his/her representative, the District Commissioner or his/her representative upon receiving notification from the Director of Forestry or District Commissioner.
- (k.) The LFO shall represent and be accountable to the community and operate in accordance with the agreed constitution.

FORESTRY DEPARTMENT OBLIGATIONS

4. In particular the District Forestry Officer and his delegated representatives, shall;
 - (a.) Provide technical expertise to support the joint implementation with the LFO and the timely revision of the attached block co-management plan

- (b.) Advice and assist with monitoring local accountability mechanisms including, conduct of meetings, elections, by-elections, record keeping, financial accounting, and reporting.
- (c.) Provide a basic set of office resources for the LFO (on signature of this agreement) comprising cash books; minute books; duplicate license forms; headed paper and an official LFO stamp or unique mark, plus other necessary items in order to support the set-up of a transparent and well documented forest management and local licensing system. It is anticipated that the LFO will take over purchasing these items after collecting revenue.
- (d.) Assist the coordination of forest law enforcement activities between the LFO, traditional Leaders, local community policing forums, local police officers and the District Magistrate in accordance with annexed co-management plan.
- (e.) With the LFO jointly monitor the block demarcated in the co-management plan to ensure management is in accordance with this Agreement and in accordance with Standards & Guidelines for Participatory Forestry in Malawi.
- (f.) Jointly with the LFO countersign any permits and licenses being for the commercial utilisation and harvesting of forest products (non-domestic use) in accordance with block co-management plan
- (g.) In line with licensing procedures issue conveyance certificates against verified documentation to ensure legal transportation of forest products.
- (h.) Provide in collaboration with other partners, legal, organisational, marketing and other forms of support to the LFO as appropriate.
- (i.) Organise in collaboration with other partners, relevant training courses to enhance organisational, technical and management capacity of Local Forest Boards, LFO, traditional authorities and other members of the community.
- (j.) Recognise and actively support the protection and policing measures taken by the FMB, LFO and the community in accordance with the Forest Act, 1997, Forest Rules 2001, and Local Forest Organisation Registration Agreement.

COMMENCEMENT, DURATION AND TERMINATION

- 5. This Agreement shall come into effect when signed by the Director of Forestry, representatives of the parties, and shall be binding indefinitely subject to clauses 6 and 9 below.
- 6. The Director of Forestry shall have the right to terminate this agreement and revoke authority to protect, manage, control and utilise forest resources, in any of the following events;
 - Negligence or failure to protect, manage and control the co-management block.
 - if the LFO commits any serious breach of this agreement.

7. The powers stipulated in clause 6 above, shall not be exercised unless the Director of Forestry has tried all efforts to resolve or correct the situation amicably.
8. In cautioning the local community the Director of Forestry shall cite the shortcomings and remedies giving the period within which they should be addressed.
9. The LFO may terminate this agreement at any time by giving notice of not less than 8 weeks, in any of the following events;
 - if there is serious breach of this agreement.
 - if for any reason the community finds itself unable or unwilling to continue with the activities of the designated co-management block.
10. In the event of notice of termination, LFO shall be under obligation to ensure that the forest area is protected until a Caretaker Committee or Government has assumed authority over the block.

DEMARCATIION AND BOUNDARY

11. Division or delineation of forest areas shall be as displayed on the sketch map forming part of the Management Plan annexed to this Co-management Agreement.

DISPUTES

12. In the event of any dispute arising under the Forestry Management Agreement, the matter shall be referred to the Minister Responsible. If any party is dissatisfied with the decision passed by the Minister he/she may apply for a judicial review to the High Court.

13. SIGNED:

DIRECTOR OF FORESTRY

Dated.....

AND

CHAIRPERSON, LOCAL FOREST ORGANISATION

Dated.....

WITNESSES:

VILLAGE HEADMAN/WOMAN

Dated.....

TRADITIONAL AUTHORITY

Dated.....

DISTRICT COMMISSIONER

Dated.....

Annexes:

Constitution of the Block Management Committee

Registration document (letter) of LFO

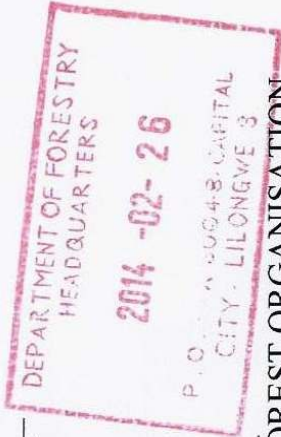
Adapted from 'Standards and Guidelines for Participatory Forestry in Malawi' 2005

TXA AND BWE

13. SIGNED:

[Signature]

DIRECTOR OF FORESTRY



Dated... 26-02-14

AND *fc h i kuni*

CHAIRPERSON, LOCAL FOREST ORGANISATION

Dated... 2.14.14

WITNESSES:

G. V. H. Mankwiza

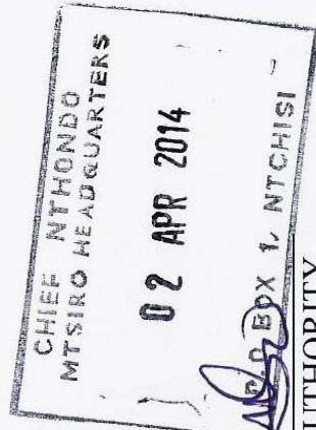
VILLAGE HEADMAN/WOMAN

Dated... 2.14.14

[Signature]

DISTRICT COMMISSIONER

Dated.....



[Signature]

TRADITIONAL AUTHORITY

Dated... 2.14.14