



**NYANGA BLOCK MANAGEMENT PLAN -
NTCHISI FOREST RESERVE**

PERIOD 2011-2016

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ACRONYMS

BMC	-Block Management Committee
BMCA	-Block Management Committee Account.
DFO	-District Forestry Officer/Office
EU	-European Union
EPA	-Extension Planning Area
FD	-Forest Department
FDF	-Forest Development Fund
FUG	-Forest User Group
FMU	-Forest Management Unit
GVH	-Group Village Head
IFMSLP	-Improved Forest Management For Sustainable Livelihood Programme
FMB	-Local Forest Management Board
LFMBA	-Local Forest Management Board Account
LFO	-Local Forest Organization
NGO	-Non Governmental Organization
PCU	-Programme Coordinating Unit
TA	-Traditional Authority
VH	-Village Head
VNRMC	-Village Natural Resource Management Committee

1.0 INTRODUCTION

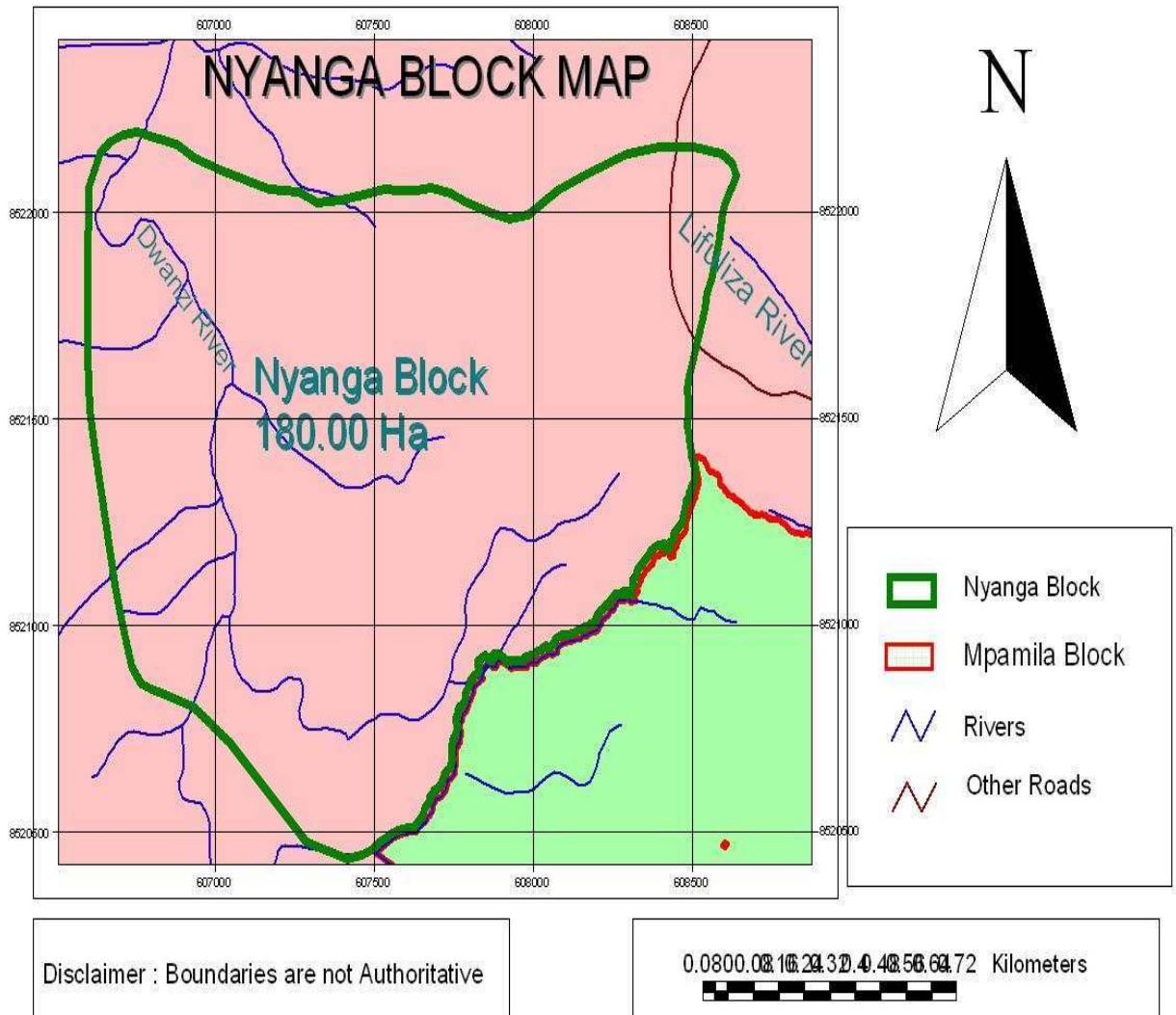
This document is the summary of a process from joint discussions, analysis, consultation, negotiation and planning by the community of Group Village Head [G.V.H.] Nyanga, Traditional Authority[T.A.] Vuso Jere, Ntchisi District.

Facilitation in the development of this plan was undertaken by forestry extension workers from Department of Forestry [DoF]. This approach was adopted with the aim of empowering people of GVH Nyanga to make decisions and take responsibility for and promote collective action for protection, management and sustainable utilisation of their forest management block. This approach is in line with the Malawi National Forestry Policy of 1996, which recognises the need for communities to be given a greater role in the management of forests and access to forest resources both on public and on customary land.

The output of the process of planning, consultation and negotiation in this Block Management Plan was agreed by key stakeholders of Nyanga area. The process was participatory with the aim of empowering people in a transparent and equity based approach.

The plan includes resource use rules which are locally relevant and locally enforceable to assist in the protection, sustainable management and equitable sharing of forest benefits by the Nyanga communities both the present and future.

Fig 1 Location Map of Nyanga Block



2.0 MANAGING AUTHORITY

This Management Plan is to be managed by Nyanga Block Management committee with support from the Forestry Department.

The Block Committee has undergone the process of registration as a Local Forest Organisation and it has become an official institution with legal mandate to ensure that the Block Management plan is followed. There are six villages within Nyanga GVH as follows Katola, Nyanga, Chikuta, Tsokonombwe, Chibwenje and Mnjambe. The total number of households in G.V.H Nyanga is 125 and these are the people who are expected to co-manage Nyanga Block with assistance from DoF.

3.0 FOREST DESCRIPTION

3.1. General Description

Nyanga Block is located 18 kms east of Ntchisi Boma and is part of Ntchisi state owned forest reserve. The size of the block is 180.1 ha. It is located in the area of Group Village Head Nyanga, Traditional Authority Vuso-jere in Ntchisi District. (Figure 1)

3.1.1 Vegetation

The forest block is dominated by *Brachystegia* species locally known as Mombo, Sanga followed by *Julbernadia* species. Other tree species which are also available include; Chiyere, Mbanga, Msenjere, Mpasa, Kasokolowe.

3.1.2 Soils

Sandy clay is the type of soil dominant in Nyanga Block.

3.2 Boundary

To the south east, the block is bordered by Mpamira block while to the east it is the firebreak which separates it with the conservation evergreen forest. To the North, the block makes boundary with Phanda block while to the west it is Dwazi Stream.

3.3 Tenure

Nyanga Block is located on public land in Ntchisi Forest Reserve. Under the co management Government and local communities will have shared forest management responsibilities as well as benefit sharing arrangements for the block. Government will still maintain custody of the reserve while relevant communities shall have the user rights under a signed co management agreement.

3.4 Forest users

People from GVHs Nyanga and Chikuta are primary users of the resources from Nyanga Block. All the villages under Nyanga Block will have the right to collect or harvest forest produce from the block. The communities will have to access resources from this block through a Block Management Committee (BMC) which will be

responsible for issuing user permits according to the type of forest products to be harvested /collected.

3.5 Main uses

The block will be accessed by all relevant forest users who, under a management agreement will be permitted to obtain in a sustainable manner both woody and non-woody forest products which include the following: fuelwood, timber, poles, fibre, medicinal products, mushroom etc.

Apart from being a source of the above mentioned forest products; the block also serves as a catchment area for rivers and streams within the block and beyond. Water resources supported by the block are used for various purposes including irrigating different crops in surrounding area.

4. 0 FOREST MANAGEMENT UNITS

Nyanga Block is divided into 2 Forest Management Units- ; FMU 1 and FMU 2. FMU 1 is classified as non-harvestable area while FMU 2 is harvestable area. classification is based on the nature of the terrain and the fragility of the ecosystem in the area

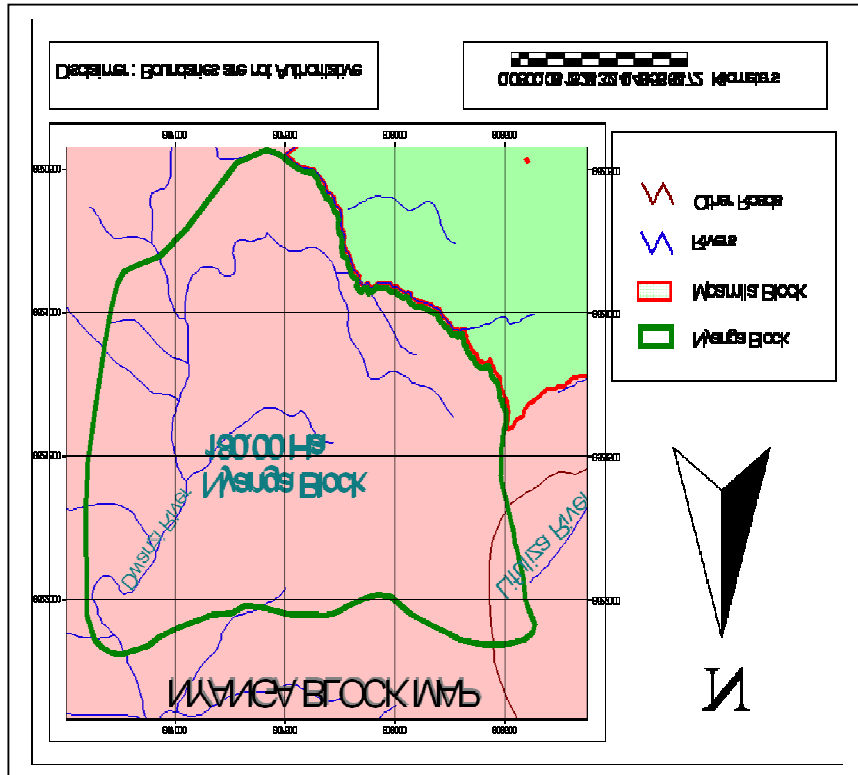
FMU 1 is composed of environmentally sensitive and has been demarcated and left as pockets for conservation. This area has steep slopes, riverside areas and water catchment areas. it has a total area of 80.1 hectares.(Fig 2).

FMU 2 has dense forest ecosystem trees of various species and sizes. This is the area where collection of forest produce by the people will for both domestic and commercial use will be permitted. Collecting woody forest products and non woody products for domestic and commercial purposes. It has an area of 100 hectares.(Fig 2)

Fig. 2 Map of Non Harvestable Area (FMU 1) and Harvestable Area (FMU 2)

**Fig 2a FMU1
FMU2**

Fig 2b



4.1 Main objectives of Non Harvestable and Harvestable areas

4.1.1 Non harvestable

- To protect fragile and catchment areas.
- To protect river line vegetation.

4.1.2 Harvestable

- To improve the economic status of GVH Nyanga community through sales of forest products such as fuel wood and poles.
- To produce forest products of high quality

4.2 Specific objectives of Non harvestable and Harvestable areas

4.2.1 Non harvestable areas

- To conserve river line vegetation so that water flow throughout the year for agriculture irrigation and domestic use.
- To protect steep slopes.

- To promote conservation of fauna and flora.

4.2.2 Harvestable areas

- To promote the production of high quality forest resource products to be used for domestic and sales

5.0 MANAGEMENT OBJECTIVES

5.1 Overall objective

a) To co-manage the block with the Forestry Department so that forest resource products are sustainably utilised and to protect catchment and fragile areas.

b) To improve management of Forest Resources and people's livelihoods.

5.2 Specific Objectives

- To enhance diverse production of forest products such as poles, timber bamboo and firewood and other non-woody forest products
- To manage regenerants so as to replace mature trees and control soil erosion.
- To manage ,harvest and utilise both woody and non-woody forest products
- To collect forest products from close i.e for both domestic and sales
- To ensure that the community is getting required benefits.

6.0 RESOURCE USE RULES

Resources rules below have been developed by the relevant community with technical support from Ntchisi District forest office team. they are intended to be used for participatory management of Nyanga Block with regards to forest resource protection, sustainable management, and utilization (table 6.1)

Table 6.1 Forest Resource Rules for Nyanga Block

No	Resource rules	Specification	Penalty
1.	Cutting of wood without permit is prohibited	Cutting of wood to be monitored and regulated by the BMC with support from FD staff	Anyone found guilty of cutting wood in the block without permit shall pay a fine of K500
2.	Every community member within GVHa Nyanga and Chikuta shall participate in all matters (activities) relating to Block management except the sick, old and crippled.	Activities to be monitored by BMC and FD staff	Anyone found guilty of refusing to participate in block management activities shall pay a fine of K350 per working day.
3.	No one is allowed to set fires in the block without permission from BMC	BMC and Forestry Department staff to take charge of controlled early burning.	Anyone found guilty of setting uncontrolled fires shall pay a fine of K50,000

4	Illegal harvesting and trafficking of forest products	BMC to issue permits of forest products	If an oxcart or a car is used to carry wood without a permit from BMC, the owner shall pay a fine of K5000 to release the Ox-Cart and K30, 000 for the car.
5	No one is allowed to erect any structure in the block.		Anyone found guilty of erecting any structure shall pay a fine of K50,000
6	Collection of fuelwood without permit is prohibited	Block Committee to monitor and regulate fuelwood collection.	Anyone found guilty of collecting fuelwood in the block without permit shall pay a fine of K1,000
7	No one is allowed to cultivate arable crops in the block.	Cultivation to do with forest management only.	Anyone found guilty of cultivating arable crops in the block shall pay a fine of K50,000
8	Grazing of livestock in the block shall have to be permitted by the BMC	Livestock grazing fee per year shall be K1,000	Anyone found guilty of grazing livestock in the block without permit shall pay a fine of K20,000
9	No one is allowed to use animal traps in the reserve	BMC, the community and the forest staff to conduct patrols to check this.	Anyone found guilty of setting animal traps in the block shall pay a fine of K50,000
10	No one is allowed to hunt in the block	BMC, the community and the FD staff to conduct patrols to check this.	Anyone found of hunting in the block shall pay a fine of K75,000
11	Setting of pit traps in the block is prohibited	BMC, the community and the FD staff to conduct patrols to check this.	Anyone found guilty of setting pit traps shall pay a fine of K100,000

7.0 FOREST MANAGEMENT PRACTICES FOR NYANGA BLOCK

PRACTICE	FMU
Total protection	FMU 1
Managing regenerants	FMU I AND II
Controlled early burning	FMU I AND II
Patch burning	FMU II
Thinning Rotational harvesting of woody products.	FMU II

7.1 ACTION PLAN

The following activities shall be undertaken annually.

N O	Type of work	Resources	By who	Where	Ja n	F e b	M a r	A p r	M a y	Ju n	Jul	Au g	Se pt	Oc t	No v	De c
1	Issuing of mushroom collection permits	- Pens - Permit book	BMC	Nyanga	√	√									√	√
2	Conduct controlled early burning	- Watering canes - Fire	BMC and entire community	Nyanga block					√							
3	Meeting	-Minute book -Pens	BMC and entire community	Nyanga	√	√	√	√	√	√	√	√	√	√	√	√
4	Coupe demarcation	- Field book - Pens - GPs	BMC and forestry staff	Nyanga block						√						
5	Marking trees for retention	- Paint - Slathers - Brushes - Stationery	BMC and Forestry staff	Nyanga block						√						
6	Harvesting	-Axes	BMC and	Nyanga						√	√	√				

		-Bow saws -Cross-cut saw -Measuring tape	Forestry Staff	block												
7	Patrolling	-pen -field books -slashes -patrol book	BMC and forestry staff		√	√	√	√	√	√	√	√	√	√	√	√
8	Issuing of permits for various forest product	-stationery -	BMC and the DFO if its commercial		√	√	√	√	√	√	√	√	√	√	√	√
9	Conducting markets survey	-stationery -money	FUG and forestry staff					√	√							
10	Thinning	-stationery -pangas -axe -bow-saw ladders	BMC, Forestry staff and entire community					√	√	√						

7.2 Patrolling Plan

Patrols will be conducted twice a week by people from the following villages in conjunction with DoF staff; Nyanga, Tsokonombwe, Katola, Chukuta, Chibwenje, and Mnjambe.

Table 7.2 Patrolling Plan

Activity	Who	When	Indicator
Checking illegal pit sawing	Community and Forestry Department staff	Twice a week	- No. of planks confiscated. -No. of tools confiscated - No. of cases Judged
Checking illegal fuelwood collection	Community and Forestry Department staff	Twice a week	-No. Of tools confiscated - No. of cases booked
Illegal charcoal burning	Community and Forestry Department staff	Twice a week	-No. of bags of confiscated -No. Of kiln destroyed - No. of cases recorded.

7.3 Monitoring and Evaluation Plan

Table 7.3 Monitoring and Evaluation Plan

OBJECTIVE	WHAT TO MEASURE	HOW TO MEASURE	INDICATOR	WHO	WHEN
To protect catchment and fragile areas	The size of fragile and catchment areas	Site visit observation	- Controlled soil erosion - Continuous flow of water	BMC ,community and Forest Department staff	All year round
To use forestry products at home	- Presence of forest products at household level - Time taken to collect these products	Observation	Short time taken to collect forest products	BMC,community and Forest Department staff	All year round
To sell some of the forest products	Presence of money from forest products	- Counting - Observation	The presence of village savings and loan facilitates	BMC,community and Forest Department staff	All year round

8.0 MANAGEMENT PLANS for each use

Forest resource products in Nyanga Block will be harvested in coupes at a rotational age of 15 years in order to allow regeneration and sustainably use the available forest resource.

Nyanga Forest Block has got a number of woody forest products, key to this being fuelwood. There are also non-timber products, key to this being Traditional Medicine.

8.1 Management plan for fuelwood

- (a) **Forest Product** : Fuelwood – key product
- (b) **Key Species** : Chiyere, mbanga, mfukusa, sanga, mbawa
- (c) **Demand** : Fuelwood - High
- (d) **Supply** : Fuelwood - High
- (e) **Problems/issues** :
- a. Bad harvesting methods
 - b. Uncontrolled late fires

(f) **Management practice**

- Marking of coupes to be harvested will be done annually.
- Harvesting will take place between June and August.
- Early and patch burning to be done annually.

- Commercial fuelwood shall be harvested from demarcated coupes only
- Minimum of 100 trees shall be left in each coupe to be harvested
- Trees shall be cut below 30cm above the ground.
- Selective harvesting to be conducted in each harvestable coupe.

(g) **Allowable area per year**

The allowable area is 6 hectares per annum based on a 15 year rotation of harvestable area of 100 hectares. I.e three 2 hectare coupes 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.

(i). Fees and royalties

Bicycle load of firewood shall attract a fee of K100.00. Table 8.1 below shows the prices of different forest products. These prices are different to communities from other villages other than of GVH Nyanga.

Table 8.1 Forest produce prices

PRICE	PEOPLE FROM GVH NYANGA	PRICE TO PEOPLE FROM OTHER AREAS
Headload	K50	K100
Cubic Metre	K300	K500
Bigger poles	K50	K100
Timber	K2500	K5,000
Small poles	K50	K100
Bicycle load	K100	K200

8.2 Management Plan for Fruits

- a) **Forest Product** : Fruits - key product
- b) **Key species** : *Masuku, ziwere, kamowa, nthudza, mapoza, Maye, mviru*
- c) **Demand** : High
- d) **Supply** : High
- e) **Problems/issues** : Bad harvesting methods
Uncontrolled late fires

f) Management practices

- Use of whipping methods of harvesting fruits is prohibited
- Every person obtain a permit from BMC before collection of fruits
- Unnecessarily cutting of fruit trees is prohibited.
- Fire protection
- For understorey and shrub layer species, lopping, pollarding and coppicing to be done to increase crown size.

g) Allowable Area per year

Fruits shall be harvested throughout the block as long as long as there is permission is obtained from the BMC.

h) Permits

Fruits shall be collected without any fee as long as permission is obtained from the BMC

i) Fees and royalties

Free

8.3 Management Plan for Fibre

(a) **Forest product** : Fibre/ropes

(b) **Key Species** : Sanga, Mombo, Mnyangale

(c) **Demand** : High

(d) **Supply** : High

(e) **Problems/Issue** : Bad harvesting methods.
Uncontrolled late fires.

(f) **Management Practices:**

- Every person should obtain a permit from the BMC before collection of fibre
- Fibre should be obtained from tree branches
- Areas which have regenerants shall be protected from fire
- Fibre to be procured as a by product when cutting poles or fuelwood.
- Pollarding to species that do pollard.

(g) **Allowable area per year**

Fibre shall be harvested throughout the block as long as BMC rules are followed.

(h)Permits

Anyone is entitled to obtain the permit from the BMC

(i) **Fees and royalties:** -From GVH Nyanga K100 per bundle
-Others K300 per bundle.

8.4 Management Plan for Medicine

- (a) **Forest product** : Traditional medicine
- (b) **Key Species** : Mdyaisa, Nthupa, Thudza, Mpasas, Mvalankhuda, Mtunda, Mkangamira, Mavalos akalulu, Mphira.
- (c) **Demand** : High
- (d) **Supply** : Medium
- (e) **Problems/Issue:** scarcity of other tree species
- : Bad harvesting techniques
- : Late bush fires destroy medicinal regenerants

(f) **Management Practices:**

- Every person should obtain a permit from the BMC before collection of medicine
- Every person who gets permission from BMC should fill the pit after digging the pit.
- Areas which have regenerants shall be protected from fire
- Enrichment planting of medicinal plants.

(g) **Allowable area per year**

Medicine shall be harvested throughout the block as long as BMC rules are followed

(h) **Permits**

Anyone is entitled to collect traditional medicine from the block as long as he/she has BMC permit

(i) **Fees and royalties:**

- Medicine collected by people from GVH Nyanga shall attract a fee of K100 per permit
- Medicine collected by others shall have K5, 000 fee as a permit.

8.7 Management plan for Mushroom

- (a) **Forest product** : Mushroom
- (b) **Key Species** : Kabwalo, Manda, Katelera, Manyame, Chipindi, Utali, Mathwe
- Kanamsenjere,

(c) Demand : High

(d) Supply : High

(e) Problems/Issue: Bad harvesting techniques

(f) Management Practices:

- Every person should obtain a permit from the BMC before mushroom collection
- Practising controlled early burning

(g) Allowable area /Quantity

- Mushroom can be collected throughout the block as long as BMC rules are followed.
- Anyone who gets a permit is required to collect mushroom as he/she wishes

(h)Permits

Anyone is entitled to collect mushroom from the block as long as there is BMC permit

(i) Fees and royalties:

- Those from GVH Nyanga will collect the mushroom at no fee
- Those from other areas shall pay K200 per permit

9.0 BENEFIT SHARING ARRANGEMENT

Revenues realised from sales of produce from the block shall be distributed as outlined in table 9.1 below.

Table 9.1 Revenue Distribution

Revenue source level	Category of fees	Type of account	Signatories	Use of funds	Remarks
Forest Reserve Account	Permit Fees for Domestic use	Block Committee Account	Elected Block Committee Members	<ul style="list-style-type: none"> • Micro-credit • Assisting the needy i.e. orphans, widows, the aged • Forest management • Buying communal items to be used during funerals 	<p>-Forest Products harvested with permits issued by BMC</p> <p>- All the monies realised from forest products for domestic use to be deposited into this account.</p>
Forest reserve account	Permit Fees for commercial use	Block Committee Account	Elected Block Committee Members and countersigned by DFO	<ul style="list-style-type: none"> • Micro-credit • Assisting the needy i.e. orphans, widows, the aged • Forest management • Buying communal items to be used during funerals 	<p>-60% of revenue deposited into BMCA (Block Management Committee Account)</p> <p>-30% of the revenue into FDF (Forest Development Fund).</p> <p>-10% of the revenue into Local Forest Management Board (Account. LFMBA)</p>

10 .0 FINANCIAL ISSUES

The Block Management Committee will issue product harvesting collection permits for different products at different prices, depending on whether they are for domestic or commercial use .Estimated domestic permit fee income and commercial permit fee income were calculated based on information provided during discussions with the BMC and later had small adjustments during feedback meeting with the whole community.

A number of estimated variables were used. The domestic and commercial fee rates set by the BMC and later endorsed by the community are shown in table 4.

The estimated annual income from domestic permit fee is MK1,135,500 (48%)while that from commercial fee permit is MK 1,246,600 (52%) thus summing up to MK2 ,382,100.

To generate the income through sustainable forest management various activities need to be done by the members of the community (BMC inclusive). These are carried out on the basis of voluntary inputs by community. The nominal costs of carrying out these activities have been calculated in order to of-set them against the permit fee income.

One is reminded that these costs will not be paid in cash.

ANNEX 1 TABLES

Table 1 SHOWING COST OF ACTIVITIES PER ANNUM (FOREST MANAGEMENT COST)

ACTIVITY	NO OF PARTICIPANTS	HOW MANY TIMES	DAILY RATE (MK)	TOTAL (MK)
Controlled early burning	15	4	200	120,000
Patrolling	10	52	600	312,000
Meeting	15	24	200	72,000
Conducting marketing survey	4	1	3,500	14,000
Coupe demarcation	15	3	1,000	45,000
Marking trees for retention	15	3	1,000	45,000
Harvesting	294	3	200	176,400
Issuing of permits	1	300	200	60,000
			TOTAL	844,400

Annual Cash Flow

Based on the data from the previous tables, estimated annual cash flow for Nyanga Block is shown in Table 2. This assumes that under the co-management benefit sharing model which says that 100% of domestic permit fees be deposited into Block Account while 60% of commercial fees is to be deposited into the same Block Account . 30% of commercial permit fees will be deposited into Forest Development Fund Account held at National level while 10% will be deposited into LFMB Account held at district level.

Table 2: Showing Estimated Annual Cash flow for Nyanga Block

Block Management Committee Account	MK	% of Gross Income
Domestic Permit fees	939,500	48%
Commercial Permits fees	1,442,600	52%
Gross Income	2,282,100	100%
Less share to LFMB account (10% of commercial income)	144,260	6.3%
Balance	2,137,840	93.7%
Less costs of forest management (Labour inputs in kind)	844,400	
Effective Net Income	1,293,440	
Average net income per hectare	7,181.79	
Average income per household	10,347.52	
Local Forest Management Board Account		
Income from Nyanga 1 co-management block	144,260	
LFMBA		
Income from Nyanga	144,260	

Table 3: Showing total supply in annual coupes.

No	Forest product	Total no recorded in sample plots	No available for harvest per ha	Total harvestable in annual coupes
1	Small Poles	81	2,035	12,210
2	Big Poles	81	2,035	12,210
3	Fuelwood	610	15,260	91,560
4	Timber	3	70	420
5	Medicine	77	1,926	11,556
6	Fruits	12	300	1,800
7	Mushroom	6	150	900
8	Fibre	70	1,747	10,482

Table 4: Projected Income from Permit Fees

No	Forest product	Domestic permit fees MK	Commercial permit fees MK	Total Income MK
1	Small Poles	343,750	533,500	877,250
2	Big Poles	343,750	533,500	877,250
3	Fuelwood	250,000	865,600	1,115,600
4	Timber	196,000	-	196,000
5	Medicine	2,000	1000,000	102,000
6	Fruits	-	8,000	8,000
7	Mushroom	-	8,000	8,000
8	Fibre	2,000	6,000	8,000
	TOTAL	1,135,500	1,246,600	2,282,100

Table 5: Showing Quantity of Forest Products for Sale

Forest Product	Demand	Supply	Suplus	Defecit
Small poles	Domestic 6,875	12,210	5335	-
	Sale 5,335			
Big Poles	Domestic 6,875	12,210	5335	-
	Sale 5,335			
Fuelwood	Domestic 5,000	91,560headloads	86,560	-
	Sale 86,560			
Mushroom	Domestic 500	900pails	400	-
	Sale 400			
Fibre	Domestic 625	10,482	9,857	-
	Sale 9,857			
Fruits	Domestic 1,125	1,800pails	675	-
	Sale 675			
Medicine	Domestic 2,375	11,556 bundles	9,181	-
	Sale 9,181			
Timber	Domestic 1,125	420 planks	-	705
	Sale -			
Total				

ANNEX 11 CONSTITUTION OF NYANGA CO MANAGEMENT BLOCK

Objectives of the Constitution

- (a) To develop, protect, manage and control the sustainable utilization of Natural Resources in the area of Nyanga GVH on behalf of Nyanga Community in a transparent and equitable manner.
- (b) Structure and Membership managing committee.

There shall be a committee which shall be comprised of ten members which will be as follows

1. Chairperson
2. Vice Chairperson
3. Secretary
4. Vice Secretary
5. Treasurer
6. Five Committee members

50% of the committee shall be females. There shall also be five other members who have a stake in Natural Resources which will assist the main committee. These members shall be elected from villages under GVH Nyanga.

General Body:

This body shall include all those that are interested in Forestry activities.

The Wider Community:

All people living in villages under GVH Nyanga shall be included.

The Traditional Leader: (T/A)

The village heads, Group village head and the traditional authority shall advise the committee in times of need.

Functions of the Managing Committee/office bearers .

Duties and responsibilities of management committee

- Making sure the monetary benefits are used properly.
- Making sure that the Constitution is been followed.
- Reporting on development and achievement to the wider community.
- Reporting on development and achievements to the wider community.
- Reporting on developments and achievement to group village head the TA and Forestry Extension workers.
- Confiscating items which have been harvested/collected without permits

Duties of Elected Members:

Duties:

(i)Chairman and Vice

- Convening and conducting meetings
- Developing agenda for discussions.
- Develop the Action Plan for Forestry activities.
- Making sure that the Constitution is followed.
- Be a bank signatory.
- Informing other interest parties on the progress of work.
- Delegating other members to perform other duties.

Eligibility

- Must know how to read and write
- Must have an interest in forestry activities
- Must be from GVH Nyanga
- Must not be a convict

(ii)Secretary and Vice

Duties

- Write minutes
- Write invitation letters
- Reading minutes of previous meeting
- Be a signatory at the bank
- Cross checking what the treasurer has written
- Write and keeping records for the Institutional goods.

Eligibility

- Must know how to write and read.
- Must not be a convict.
- Must have interest in forestry activities.
- Must be from GVH Nyanga.

Treasurer

Duties

- Be a custodian of Institutional funds and other tools
- Keep records of funds and other items
- Be a bank signatory
- Reporting on finances to the wider community

Eligibility

- Must not be a convict
- Must have a knowledge of mathematics
- Must be dependable
-

Committee Members

Duties

- Assist in setting disputes
- Assist in agenda formulation.
- Represent the Institution in times of need

Eligibility

- Have an Interest in forestry activities
- Factual in nature
- From GVH Nyanga

Wider Community

Duties/Right

- Taking part in the Management of the block
- Take part in conducting election
- Right to have benefits
- Right to ask for clarification from the committee members
- Right to dissolve the managing committee if deemed necessary
- Attending Institutional meetings

Eligibility to be elected to the office

- Should be from GVH Nyanga
- Have an interest in forestry activities

Tenure

- Elections shall be conducted after every 3 years
- A member shall be elected for a maximum of 2 (two) consecutive terms

Disqualification of Members

- When a member fails to follow the Constitution
- When a member fails to perform his/her duties

Powers of Managing Committee

- To dissolve dispute
- To confiscate illegally collected forest produce
- To confiscate the tools/tool used to illegally collect forest produce

Dissolution of management committee

- After three years
- If the committee has misused the money

MEMBERSHIP

Eligibility: Anyone from GVH Nyanga is free to join

Elections: Will be conducted in a free and fair manner with proper consultation with traditional leader

- Anyone from GVH Nyanga who fulfills the requirements needed for the post is free to contest.
- One man, one vote method will be used.

Frequency of elections

- Normally after three years
- Entry fee for future members is K200.00

Disqualification of the members from the general body

- If she/he breaks the constitution
- She/he has moved from GVH Nyanga's area.

Right to Appeal

- A person has a right to appeal to the GVH, then to the TA if not satisfied with BMC judgement.
-

Functioning of the institution

Duties of the general body

- To attend meetings
- To take part in forestry activities
- To develop action plans with the wider community

Frequency

- Management committee to meet once a month
- Management committee to have a meeting the wider community in a month

Quorum for a meeting

- Half of the executive committee to be present
- Representative all villages must be present whenever BMC meets wider community. (50% of the wider community is enough)

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

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

SIGNATORIES

SIGNATORY

DATE

.....

.....

BLOCK CHAIRPERSON

.....

.....

GROUP VILLAGE HEAD

.....

.....

TA

.....

.....

DFO

.....

.....

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 ofblock 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(s).
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 ofForest 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.) Advise 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.

13. SIGNED:

DIRECTOR OF FORESTRY

Dated.....

AND

CHAIRPERSON, LOCAL FOREST ORGANISATION

Dated.....

WITNESSES:

VILLAGE HEADMAN/WOMAN

Dated.....

TRADITIONAL AUTHORITY

Dated.....

DISTRICT COMMISSIONER

Dated.....

NYANGA BLOCK MANAGEMENT PLAN (NTCHISI)

13. SIGNED:

[Signature]
DIRECTOR OF FORESTRY

Dated... 05/08/2012



AND

M. CHISINGA

CHAIRPERSON, LOCAL FOREST ORGANISATION

Dated 26-11-2012

WITNESSES:

G. V. H Nyanga
VILLAGE HEADMAN/WOMAN

S. A. Yuso
TRADITIONAL AUTHORITY

Dated 26-11-2012

Dated 26-11-2012



[Signature] A. B. C. M. S. O. S. O.

DISTRICT COMMISSIONER

Dated.....



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.