



CO-MANAGEMENT PLAN FOR SAMBAKUSI FOREST BLOCK



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TABLE OF CONTENTS

Contents

- TABLE OF CONTENTS1
- ANNEXES2
- ACKNOWLEDGEMENT3
- ACRONYMS4
- 1.0 INTRODUCTION5
- 2.0 MANAGING AUTHORITY7
- 3.0 FOREST DESCRIPTION7
 - 3.1 General Description.....7
 - 3.1.1 Vegetation7
 - 3.2 Boundary7
 - 3.3 Tenure7
 - 3.4 Forest users8
 - 3.5 main Uses8
- 4.0 FOREST MANAGEMENT UNITS8
 - 4.1 Main objectives of Non Harvestable and Harvestable areas10
 - 4.1.1 Non harvestable10
 - 4.1.2 Harvestable10
 - 4.2 Specific objectives of Non harvestable and Harvestable areas10
 - 4.2.1 Non harvestable areas.....10
- 5.0 MANAGEMENT OBJECTIVES11
 - 5.1 Overall objective.....11
- 6.0 FOREST MANAGEMENT PRACTICES FOR SAMBAKUSI BLOCK13
- 7.0 MANAGEMENT PLAN FOR EACH USE (FMU A).....15
- 8.0 BENEFIT SHARING19
- 9.0 FINANCIAL ISSUES20
- 10.0 CO-MANAGEMENT AGREEMENT30

ANNEXES

ANNEX 1: List of Tables

Table 1: showing Target Villages

Table 2: Showing Participatory Resource Assessment

Table 3. Forest product availability

ANNEX 2: constitution of Sambakusi Block

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We would like to give a sincere thanks to the following for assistance rendered during the development of Sambakusi Block Management plan, these are: Group Village Headman sambakusi, traditional Authority Nthondo and all village heads and members of sambakusiBlock.

Our gratitude should also be extended to Ntchisi District Forestry Office Team; Mrs. T.Mboma (DFO), Mr. G. Misomali (ADFO), Mr. B.K. Chinkonda, J.C.K. Chaombwa, M. Banda and Mrs. We also extend our thanks to the Regional Forestry Team such as;Regional Forestry Officer Mr. M.S Chipokosa and T.S. Ketulo (Central regional Coordinator) for their timely advise and technical support.

Our donor partner EU deserves special thanks for funding all activities which led to development of this plan.

ACRONYMS

BMC	:Block Management committee
DFO	:District Forestry Officer/office
EU	: European Union
EPA	: Extension Planning Area
FD	:Forest Department
FUG	:Forest User
IFMSLP	: improved Forest Management for sustainable livelihood programm
LFO	: Local Forest Organization
LFMB	: Local Forest Management Board
NGO	: Non GovernmentalOrganisation
PCU	: Programme Control Unit
TA	: Traditional Authority
VH	: Village Headman
VNRMC	: Village Natural Resource of Management Committee

1.0 INTRODUCTION

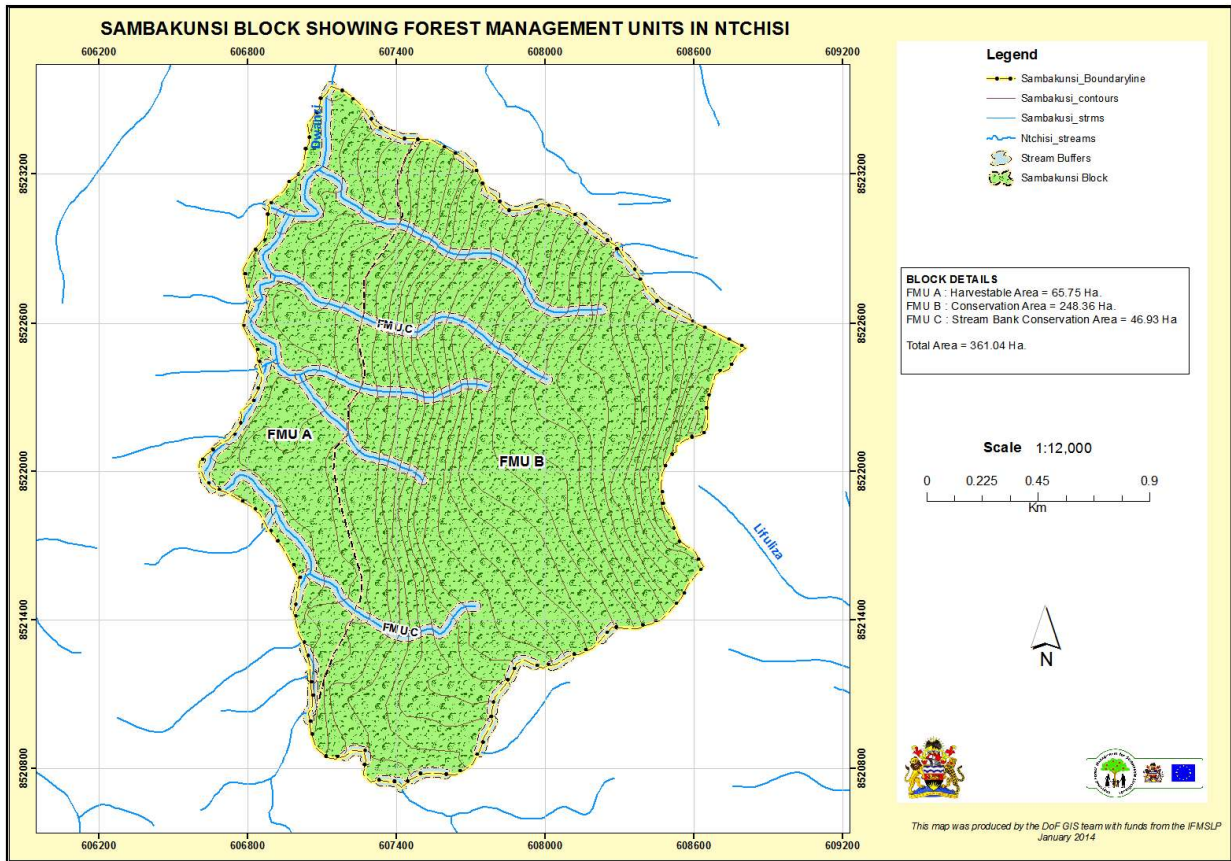
This document is the summary of a process from joint discussions, analysis, consultation, negotiation and planning by the community of Group Village Head [G.V.H.] Sambakusi Traditional Authority [T.A.] Nthondo, Ntchisi District.

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 Sambakusi 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 Sambakusi 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 benefits by the Sambakusi communities both the present and future.

Fig 1. Location Map of sambakusi Block



2.0 MANAGING AUTHORITY

This Management Plan shall be managed by Sambakusi Block Management committee with support from the Forestry Department.

The Block Committee had been registered as a Local Forest Organisation and it is an official institution with legal mandate to ensure that the Block Management plan is followed

Sambakusi forest block is a compartment of Ntchisi Forest Reserve. It has been set aside for the implementation of the co-managed activities between the forestry Department and senior Group Village Headman, Sambakusi in Chikwatula EPA, TA Nthondo in Ntchisi District. The participation of both parties in managing the forest resource will promote sustainability and improve the livelihood status of Sambakusi populace.

3.0 FOREST DESCRIPTION

3.1 General Description

Sambakusi Block is in the South-Western part of Ntchisi Forest Reserve and at a distance of 25km from the Boma. The block is surveyed and covers the area of 361.04ha

3.1.1 Vegetation

The block is an open woodland vegetation dominated by woody plants of more than 2m tall, but with low stocking of large trees. The most common species are; sanga, msuku, chiyere, mkalati, mtondo, mbanga, kadale, mpoza, mseza, mkulasinga, kamwamadzi, mlombwa, mkundi, kasokolowe, m'phyiphya etc. Originally, the forest was covered by thick trees with closed canopy which opted for limited undergrowth. There is also significant grass cover especially nyumbu and sewe. There used to be a lot of wild animals in the past and rivers and streams never dried up, but due to wanton cutting of trees things have turned the other way round.

3.1.2 Soils

The block is dominated by loamsandy soil with some small rocks especially in uplands.

3.2 Boundary

All the boundary has been marked with paint, However, there are also natural boundaries and these are kamphalika stream, in the south, Mphindapansi stream in the North and Dwazi River in the East in the West it is bordered by evergreen Block

3.3 Tenure

Sambakusi 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 Sambakusi are primary users of the resources from Sambakusi Block. All the villages under Sambakusi 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. However, there are also other villages outside sambakusi that are as well benefiting from the forest. Of great interest, there is one rocky site where members of assemblies of God Church gather and offer prayers in worship to God.

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: fuel wood, timber, poles, fibre, medicinal products, mushroom, edible caterpillars, fruits, honey and thatch grass.

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. Grazing is permitted. Other ecological services include soil and water conservation mainly in steep slopes and riverlines.

4.0 FOREST MANAGEMENT UNITS

Sambakusi Block is divided/demarcated in three (3) zones called forest Management Units.

The management units have been named depending upon their physical characteristics.

FOREST MANAGEMENT UNIT A:- HARVESTABLE

- This extends from Mphindapansi river on the south to kamphalika river on the north, Dwazi river on the east and 500 metres on the western slopes.
- In this zone there are relatively large trees that can be harvested despite low stocking.
- The zone is also conducive for the production of honey especially along riverline where there are large trees with closed canopy cover
- The common tree species are Msuku, kamwamadzi, ngonkhmwala, nsanga, kadale, mombo, mkalati and mlombwa.

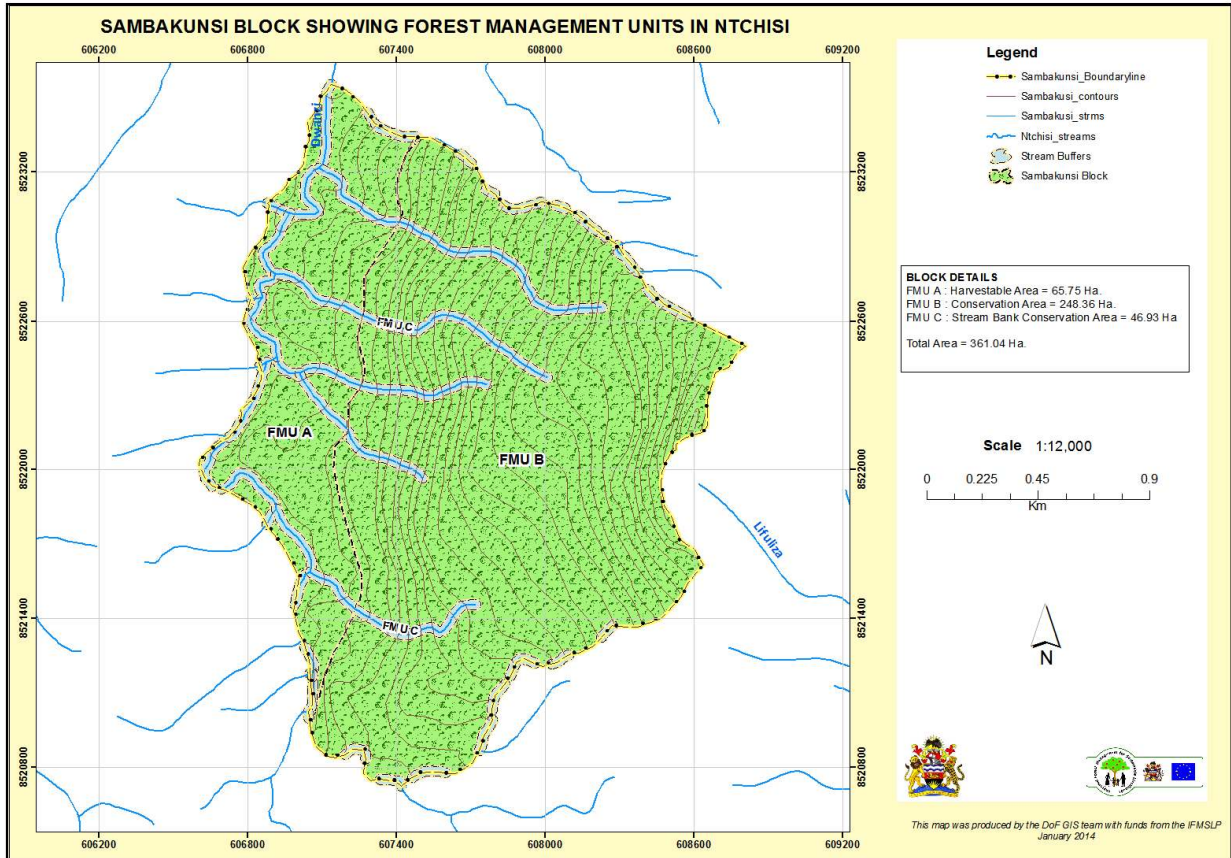
FOREST MANAGEMENT UNIT B:- CONSERVATION AREA

- This management unit is characterized by fairly steep slopes extending from FMU A uphill.
- The common species do not vary much, however, it is this area that has the lowest stocking of trees due to caterpillar collection.

FOREST MANAGEMENT UNIT C:- CONSERVATION AREA

- This forest management unit extends from the uphill to evergreen block.
- The area is very steep hence harvesting of woody plants is prohibited apart from collection of fruits and mushrooms as provided in the forest resource use rules

Fig 2. Showing Map of FMUs Demarcation and Hactarage



4.1 Main objectives of Non Harvestable and Harvestable areas

4.1.1 Non harvestable

- To conserve and protect steep slopes and river line areas.
- To sustainably harvest non woody forest products such as; mushroom, medicine, fruits, thatch grass, edible caterpillars and honey for domestic use and for sale.

4.1.2 Harvestable

- To sustainably harvest and utilize woody products like; firewood, poles, timber, for domestic use and for sale.
- To sustainably harvest non woody forest products such as; mushroom, medicine, fruits, thatch grass, edible caterpillars and honey for domestic use and for sale.

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 domestic use.
- To protect steep slopes.
- To sustainably harvest non woody forest products such as; mushroom, medicine, fruits, thatch grass, edible caterpillars and honey for domestic use and for sale.

4.2.2 Harvestable areas

- To conserve and protect steep slopes and river line areas.
- To sustainably harvest non woody forest products such as; mushroom, medicine, fruits, thatch grass, edible caterpillars and honey for domestic use and for sale.

5.0 MANAGEMENT OBJECTIVES

5.1 Overall objective

- To sustainably manage and conserve trees and forests for improvement of the livelihood status of the community through provision of forest related products

Specific Objectives

- To protect regenerants hence improving forest cover
- To improve water supply in rivers through riverine planting
- To increase household income through the introduction of potential forest- based enterprises and relevant income generating activities.

5.0 RESOURCE USE RULES FOR SAMBAKUSI

Resource 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 Sambakusi Block with regards to forest resource protection, sustainable management, and utilization.

Table 6.1 Forest Resource rules for Sambakusi Block

No.	Resource use rule	Specification	Penalty
1	No one is allowed to collect firewood from the block without permission	Collection of firewood is regulated by the block committee	Anyone guilty shall have the firewood confiscated and charged a fine of a) K200 headload, b) K750 bicycle load c) K3,000 oxcart d) K3000 one tonner lory
2	Live trees should not cut without authority of block committee	Cutting trees is an offence	Anyone found guilty shall have the wood confiscated and be charged a) For poles K500 or a chicken per tree b) For planks –K10000 or 1 goat per tree
3	Burning of charcoal is strictly prohibited	Burning charcoal.....	Anyone found burning charcoal or in possession of charcoal shall have charcoal confiscated and be fined K20,000 or 2 goats
4	No one is allowed to hunt in the block	Hunting by all means is restricted	Anyone found hunting shall have tools and equipment confiscated and be find K20,000.00
5	Sawing in our block is prohibited	Sawing of timber in the block	Anyone found guilty of offence shall have the planks and confiscated and be fined K10000 per tree or 1 goat.
6	Setting unnecessary fire is not allowed	-Setting harmful bush fires -Controlled early burning	Anyone found guilty shall be fined K50,000

		will be done by block committee.	
7	No collection of soil is allowed in all FMUs	Collection of soil without permission from Block committee	Anyone found guilty shall pay K250 per pail
8	Fibre collection is prohibited	Collecting fibre in the Block	Anyone found guilty shall be fined K1000
9	No one should dig or scrape trees for medicine, medicine collection is allowed under permit	Collection of medicine without permission	Anyone found guilty shall be fined K1000
10	Collection of honey from tree bunks is prohibited. Only modern bee hives are allowed in the Block and Block Committee can issue permit	Harvesting honey from tree trunks	Anyone guilty of the offence is liable to a fine of K3000 or 3 chickens
11	Mushroom collection is free but must be accompanied by a Block permit	Mushroomcollection without seeking permission	Anyone guilty must have the mushroom withdrawn.
12	Fruit collection is free	Breaking tree branches	Anyone found breaking branches is liable to a fine of K500
13	Grass collection must accompany a permit from Block Committe		
14	Grazing in the Block is prohibited unless under permission. A permit is K1000 per cow per year	Grazing of animals without permission	Anyone guilty must be fined K10000 or a goat
15	Camping in the Block is prohibited by order	Camping will only be allowed after permission from the Block	Anyone found camping without authority be fined K 1000
16	Opening gardens in the block is prohibited	Opening garderns in the block is prohibited by all means	Anyone guilty of the offence must be fined K2000
17	Hanging modern beehives is allowed after seeking permission from block committee and the permission is K1000 per hive per year	Hanging bee hive is regulated by block committee	Anyone found guilty of the offence shall be fined K1000 per hive.

6.0 FOREST MANAGEMENT PRACTICES FOR SAMBAKUSI BLOCK

VILLAGE POPULATION

Number of households 348

Population 1,445

Firewood species identified

Msuku

Mtondo

Sanga

Mkalakati

Mgonkhomwala

Mtanthampheta

Mseza

Kadale

VISSION FOR SAMBAKUSI BLOCK BY 2024

- Thick forest with dense closed canopy trees.
- Perennial streams with abundant water supply
- Return of lost fauna
- Reduced land degradation and soil erosion
- Improved and sustainable livelihood through the introduction of forest based enterprises and income generating activities

ACTIVITY CALENDAR

No	Month	Activity
1	January	<ul style="list-style-type: none">• Harvesting of mushroom• Tree planting along riverine• Collection of dried firewood• Patrolling in the block
2	February	<ul style="list-style-type: none">• Harvesting of mushroom• Collection of dried firewood• Coupe demarcation

		<ul style="list-style-type: none"> • Tree planting along riverine • Patrolling in the block
3	March	<ul style="list-style-type: none"> • Harvesting of mushroom • Registration of forest user groups • Harvesting of fruits • Collection of dried firewood • Hanging bee hives
4	April	<ul style="list-style-type: none"> • Harvesting of fruits • Boundary screening • Harvesting of thach grass • Patrolling in the block
5	May	<ul style="list-style-type: none"> • Harvesting firewood in FMU A • Harvesting thach grass all FMUs • Harvesting poles • Harvesting honey
6	June	<ul style="list-style-type: none"> • Conducting controlled early burning • Screening around the most non-established regenerated area of the block • Patrolling in the block
7	July	<ul style="list-style-type: none"> • Reaching market for firewood and honey • Collection of soil for potmaking • Harvesting of honey • Collection of soil for potmaking • Harvesting of honey • Selective harvesting of poles
8	August	<ul style="list-style-type: none"> • Making pots • Selling of pots • Management of regenerants • Patrolling • Fire awareness meetings
9	September	<ul style="list-style-type: none"> • Conducting joint forest patrols • Harvesting of honey • Harvesting of fruits • Collection of fruits • Collection of medicinal plants • Inspecting the block boundary
10	October	<ul style="list-style-type: none"> • Seed sowing • caring for regenerants • Harvesting of firewood • Collection of medicinal plants • Conducting forest patrols • Conduct monitoring meeting
11	November	<ul style="list-style-type: none"> • Harvesting of firewood • Collection of medicinal plants • Collection of dried firewood • Conducting forest patrols
12	December	<ul style="list-style-type: none"> • Harvesting of fruits

		<ul style="list-style-type: none"> • Harvesting of mushroom • Collection of medicinal plants • Updating all committee records
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ONGOING OF ACTIVITIES

- a) Licensing of mushroom, fruit, thatch grass, medicine and soil collection
- b) Patrolling
- c) Awareness and general meetings

PATROLLING PLAN

- The block committee shall conduct patrols every two weeks
- Joint forestry and block committee patrols shall be conducted every 1 month
- When going for patrols there shall be more than 3 members
- Permit holders shall report to the committee any illegal activity they may come across in the block
- Unplanned patrols can be conducted anytime there is rumour for illegalities

MONITORING PLAN

- All activities planned shall be monitored by the block committee
- Periodic monitoring should be done jointly with forestry staff
- Identify strengths weaknesses, threats and opportunities during monitoring of activities and check barriers against solutions
- Activities which have been replanned must be given priority in implementation
- Make sure action plans relate to activity calendar.

7.0 MANAGEMENT PLAN FOR EACH USE (FMU A)

- a) Product : Firewood and poles
- b) Species :sanga, mtondo, chiyere, mombo, mbanga,kadale, mpoza, mseza, mkalati, katope.
- c) Demand : High
- d) Supply : Medium
- e) Problems :
 - Indiscriminate cutting down of trees due to caterpillars collection
 - Wastage and uncontrolled collection
 - Steep slopes and long travel distance
 - Insufficient trees
 - Bush fires
- f) Management practices
 - Poles can be harvested between July to December
 - Harvesting of firewood and poles will also be done in FMU A only
 - Unnecessary wood from poles will also be used for firewood.

- Dead trees and dried wood can be cut and stacked in mends for sale
 - Conduct controlled early burning to protect regenerants.
 - Firewood can be harvested 50m away from the river bank
 - Poles can be collected selectively
- g) Allowable quantity : - 2 headloads per household per week
- h) Permits :-headload permit is K150 and bicycle load K500 and K3000 for oxcart and 1 tonner lorry.
- Poles are charged at K500 permit
- a) Product : Timber
- b) Species : chiyere, mbanga, mtanga
- c) Demand : High
- d) Supply : Low
- e) Problems :
- Harmful bushfires
 - Trees which are not big enough- small diameters
 - Theft by unknown people
 - Few species for sawing timber
- f) Management Practices
- Protect regenerants by conducting controlled early burning
 - Prune all targeted tree species so that they produce straight and strong lumber
 - Can be sawn from trees with more than 25 cm diameter
- g) Allowable quantity- 50 planks per household per year
- h) Permits – for timber sawing permits will be obtained through the block committee's recommendations
- a) Product : Medicine
- b) Species : Msuku, Mvunguti, chiyere, mkalakati, msolo, mkulasinga, kamwamadzi, nthenjele, mlombwa, muwawani,
- c) Demand : High
- d) Supply : High
- e) Problems : -collection without following specified conditions
- Theft
 - Digging all roots of the tree
 - Breaking the branches
 - Wildfires
 - Too deep ants in the bark and tree trunk
- f) Management Practices : -
- follow extraction procedures prescribed in the forest user group resources rules.
 - Conduct early burning
 - Medicinal plants can be collected from all FMUs
- g) Allowable quantity

- A cup of medicine will be charged at K1000
 - collection can be done at any time of the year
- h) permits : permits can be collected from the block committee and each permit is worthy K1500 per year.
- a) Product : fruits
- b) Species : msuku, mpoza, maye, nthenjere, mkulo, mgonkhomwala, mkundi, nthudza, kasokolowe, mphyiphya.
- c) Demand : High
- d) Supply : High
- e) Problems : - wildfires, monkeys, indiscriminate cutting down of trees
- Commonly found in very steep slopes
- f) Management practices
- Can be collected while climbing, standing or collecting from the ground
 - Branches and tree trunks must not be broken
 - Must be collected free but seek permission from the block committee to enter the block
 - Harvesting of fruits can be done in all FMUs
 - Felling fruit trees is prohibited.
 - Fruits must be harvested and collected when they are fully ripe
- g) Allowable quantity :- 1 basin per household and free for members of sambakusi and K200 for non memberperpail.
- h) Permits: -free permits can be obtained from block committee for members

- a) Product : Honey
- b) Species :
- Beehoney
 - Tongole
 - Fikisa
- c) Demand : High
- d) Supply : Low
- e) Problem :- Insuffiecient knowledge on how to construct modrn beehives
- Use of traditional beehives
- f) Management Practices :- construct and hang modern beehives in FMU A
- Construct firebreak around the a piary
 - Each bee hive must bear the name of owner and its number
 - Hang beehives at 1.5-2m above the ground
 - Seek a permit of K1000 per hive per year
- g) Allowable quantity :- Beekeepers can keep as many beehives as they can

- Honey can be harvested 3 times a year i.e. May-July, November-December, March-April
- h) Permits :- the block committee shall issue permits to all interested people and each permit attracts a fee of K1000 per hive per year.

- a) Product : Mushroom
- b) Species : Ndelema, chiwere, chimphindi, mphofa
- c) Demand : High
- d) Supply : Low
- e) Problem :- Disturbance of soil due to extraction of wood from greenbelt and cattle grazing
- f) Management Practices :
 - Must be collected free however permission to enter the block can be obtained from block committee
 - Can be collected anytime available
 - Collect mature mushroom only to allow for spores to fall back on the ground
 - Do not collect the 'mchibo' root stock to leave the mycelium in the soil.
 - Can be collected in all FMUs
- g) Allowable quantities : - 1 pale per household per day for free and K200 for outsiders
- h) Permits: free permits to be obtained from the block committee

- a) Product : Thatch grass
- b) Species : nyumbu, sewe, fipe, nsenjere and tsekera.
- c) Demand : very high
- d) Supply : High
- e) Problem :
 - Setting of harmful and uncontrolled fires
 - Domestic and wild animal grazing
- f) Management practices :
 - Conduct controlled early burning
 - Sereef around the area for grass collection
 - Fix poster against grazing around the desired area
- g) Allowable quantity : 30 bundles per household per year
- h) Permits :- Block committee shall offer permits and charge K100 per headload.

- a) Product : soil
- b) Species (Kind) : mtapo, kachenga, khande, chikhungu, (khukhuto)
- c) Demand : High
- d) Supply: High

- e) Management Practice:- cattle grazing is not allowed where soil collected
- f) Allowable quantity
 - 1 pail per week per household i.e. for making traditional pits
 - 3 pails per household per year for smearing and decorating traditional houses.
- g) Permission- the block committee must offer K50 permit per pail for potting soil and free for smearing houses
- h)

8.0 BENEFIT SHARING

- Benefits will be shared equally among members however those with outstanding balances will have their benefits withheld
- Benefits realized from the block will be shared in the following manner:-
 - a) Block Committee –
70% when benefits have been realized before the formation of the Local Forest Management Board and 60% when the LFMB has been formed.
 - b) LFMB – 10% when it has been formed
 - c) Forest Department – 30%.

9.0 FINANCIAL ISSUES

- All community finances must be safeguarded by depositing in the bank account and the treasurer must keep safe all the receipts and deposit slips
- Usage of the money should be largely accepted by the community and documented in the communities

SIGNATORIES OF THE MANAGEMENT PLAN

1. The block chairperson
2. The senior Group Village Sambakusi
3. The traditional authority TA Nthondo
4. The District Forestry Office.

ANNEX 1. TABLES

Table 1: showing the Target Villages

VILLAGE	NUMBER OF HOUSEHOLDS	POPULATION
Sambakusi (Group)	147	602
Mphanda (Group)	64	245
Mkwichi (Group)	39	178
Moto (Group)	52	229
Mchere (Group)	46	191
Total	348	1445

Table 2: Showing Participatory Resource Assessment

Plot	Plot Size (m ²)	Species	number of species/plot	Trees/ha
A	100	Msuku	4	400
		Mtondo	2	200
		Nsanga	1	100
		Mgonkhomwala	1	100
		Mtandamphete	1	100
B	100	Msuku	3	300
		Mtondo	1	100
		Nsanga	1	100
		Msenga	1	100
		Kadale	2	200
		Mtandamphete	1	100

No pole, timber species were found in the sample plots. Figures in the table above represent firewood species only which will be harvested in the FMU.

Table 3. showing Forest product availability

Firewood	Available stock = 32h	domestic requirement mean	number of households 348
$\frac{18}{0.01} = 1800 \times 32$	57,600	$\frac{18}{2} \times 348$	=3132

Product name	Domestic requirement for 348 households	Annual quantity for 32ha plot	Surplus/shortage
Firewood	3132	57600	54468+

ANNEX 11. SA

MBAKUNSI BLOCK CONSTITUTION

Sambakunsi Village is in TA Nthondo, in Ntchisi District and in Ntchisi North East Constituency.

2. Address:

Sambakunsi F.P. School,
P.O. Box 7,
Ntchisi

3. OBJECTIVE OF THE CONSTITUTION

- To govern the Block Committee in proper implementation of their roles and responsibilities as they discharge day to day activities regarding natural resources management.
- To promote cooperation among committee members and the community.

4. ROLES AND RESPONSIBILITIES OF THE COMMITTEE

- To lead the community in implementing the planned activities.
- To assign tasks to individuals.
- To establish tree nurseries and woodlots
- To conduct forest patrols
- Writing and submitting reports
- Writing and submitting project proposals
- Conducting meetings
- Developing implementing and amending constitutions
- Developing action plans
- To link community to the service providers
- Developing visions and management objective of their forests
- Creating and managing VFAs
- Monitoring of activities
- Signing the management Agreement
- Keeping and signing for community fund
- Resolving conflicts regarding natural resources
- Record keeping.

5. DUTIES OF OFFICE BEARERS

CHAIRPERSON:

- Organising meetings
- Developing meeting agenda
- Signing the management Agreement
- Chairing meetings
- Presenting welcome address during functions and ceremonies
- Bank Signatory

VICE:

- Deputizing the chairperson if the chairperson is absent
- Welcome visitors before and during functions
- Preparing meeting venues
- Organising food stuffs during meetings

SECRETARY

- Writing minutes
- Reading previous minutes during meetings
- Can act as chair when the chairperson and vice are absent
- Acts as the master of ceremony during meetings and ceremonies
- Signing minutes
- Signing for community funds at the bank
- Writing documents
- Keeping Records

VICE

- Preparing venues for the meetings
- Writing minutes when the secretary is master of ceremony
- Organising food stuffs during meetings

TREASURER

- Keeping community revenue and stores
- Keeping records
- Contributing to meeting agenda
- Signing for community funds at the bank

- Issuing receipts

COMMITTEE MEMBERS

- Assisting in resolving conflicts
- Act as messengers
- Assist in preparing venue for meetings

6. DUTIES OF TRADITIONAL LEADERSHIP (VH)

- To provide good governance and advice to the Block Committee
- To resolve conflicts which have failed to be resolved by the Committee
- To promote participation of all community in natural resources management.
- To provide place for tree nurseries and woodlots.

7 DUTIES OF SERVICE PROVIDERS

- To facilitate the implementation of all planned activities by the committee
- To provide tools and equipment
- Offering trainings to Block Committee in respective fields.

8 ELECTION PROCEDURE

- Three names should be mentioned
- These people must stand up so that people see them
- Blind fold them
- They should stand in one line facing the same direction and at a distance of 1 metre apart.
- Voters must stand behind the one they like
- One with more votes has won and the next is the vice while the third becomes as automatic member of the committee or may be elected into other positions.
- Two people must compete and the position of treasurer
- Traditional leaders and their spouses must not be elected in positions
- No one must hold more than 2 positions in the village

9 TERM OF OFFICE

- Elected members must discharge their duties for 3 years
- They can only be fired on the following reasons:=
 - (a) Fraud and corrupt practices
 - (b) 3 consecutive absenters from meetings
 - (c) Stealing community properties

BLOCK MANAGEMENT COMMITTEE

Chairperson : ElisatiKaphika
 Vice : FaniwellKachipula
 Secretary : Florence Chisomo
 Vice : Mathias Mwale
 Treasurer : JelinaKalengo
 Members : JoiceJere
 Maria Chimsuku
 EnelesiKondwani
 Loyisi Luka
 CrispineChimnjedza
 DivasonChibwe
 LingsonMandalasi
 EfitonMpango
 Wiston Samson
 RuteNkhoma

10 MEETINGS

MEETING	VENUE	DATE	TIME	QUORUM	WHAT CAN LEAD TO FAILURE
Committee of community	Health Post	28 th Every month	2 o'clock	50	-Failure -Failure of VH - Death
Committee members	Health Post	8 & 25 th Every month	2 o'clock	8	-Failure of members - Death
Committee & Traditional Leaders	Health Post	28 th Every month	10.00 am	8	-Failure of committee members -Failure of traditional leaders - Death
Committee & Extension worker	Health Post	25 th Every month	2:00 pm	8	-Failure of the extension worker
Sudden meeting	Anywhere in the village	N/A	N/A	2	-Death

SOURCE OF COMMUNITY FUNDS AND SAFETY

A) SOURCES

- Introducing forest based enterprises and Income Generating activities
- Writing project proposals
- Revenues and fees
- Piece work bleaches of the
- Penalties from constitution

(B) SAFETY

- All money must be banked
- Three people: Chair, Secretary and treasurer must have identify cards and be our signatories
- When going to the bank each time they must be accompanied by two committee members
- They should carry with them the constitution document, minutes and letters from the traditional authority and the District Forestry Officer.
- The treasurer must not keep more than K20, 000 in the house.

12 MANDATING THE COMMITTEE

- The people of SGVH Sambakunsi are mandating the committee to discharge their duties to the best of their capacity and deal accordingly with anyone bleaching the constitutional rights of the committee.
- Committee members must be exemplary, and for this reason any member bleaching the constitution will reported to the community for action.

13 DISSOLVING THE COMMITTEE

The committee will be dissolved after completing their term of office – 3years, however if there are rumours of malpractices and corruption, the community of Sambakunsi will not hesitate to dissolve the committee and elect an entirely new one.

SPECIFICATION	PENALTY
Late reporting at meetings and at work	Must pay K50,00

Absent from meetings and planned activities	Must pay K100.00
All Language	Must be charged K100.00
Illegal sawing of timber	<ul style="list-style-type: none"> - Confiscate timber and saws - Must pay K16,000.00 or 1 goat per tree sawn
Charcoal burning	Must pay K16,000.00 and have charcoal confiscated
Hunting in the block	Confiscate the animals killed and be charged K20,000.00
Collection of firewood without permission	<ul style="list-style-type: none"> - Confiscate the axes, panga knives and the firewood - Must be charged <ul style="list-style-type: none"> a) Headload K200.00 b) Bicycle load K750.00 c) Ox-cart K3,000.00 d) 1 ton lorry K3,000.00
Illegal cutting of poles	<ul style="list-style-type: none"> - Confiscate t. - he poles - Must pay K250 per pole
Setting bushfires	<ul style="list-style-type: none"> - Must pay K20,000.00 once caught

SIGNATORIES

SIGNATORY

DATE

.....

.....

BLOCK CHAIRPERSON

.....

.....

GROUP VILLAGE HEAD

.....

.....

TA

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DFO

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DC

10.0 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.
- 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 licenses 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 organization 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 assembly's 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 utilized by the LFO for the purposes of forest development, management and operating costs. This includes utilization 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 utilization 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, organizational, marketing and other forms of support to the LFO as appropriate.
- (i.) Organize in collaboration with other partners, relevant training courses to enhance organizational, 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 utilize 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.

DEMARCATION 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

TRADITIONAL AUTHORITY

Dated.....

Dated.....

DISTRICT COMMISSIONER

Dated.....