

**CO-MANAGEMENT PLAN FOR MATANDIKA FOREST BLOCK II
IN LIWONDE FOREST RESERVE
MACHINGA DISCTRICT**

**Shared management and utilization of State-owned
forest resources between GoM Forestry Department
and Matandika Community**



2013-2017

With Technical support from Machinga District Forestry Office

This plan was produced by the community of G.V.H. Matandika of TA Nkula with assistance of Machinga District Forestry Office

It will be reviewed after an implementation period of 5 years.

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Summary

Matandika community of T/A Nkula in Machinga district is one of the beneficiary communities under the Improved Forest Management for Sustainable Livelihood Programme (IFMSLP). The community comprises of five villages with a total number of 440 households. The villages include Matandika, Mtumba, Chingoli, Mthipo and Nampate. The villages are working collaboratively with the Department of Forestry on management and utilization of natural resources found in Matandika II Forest Co-Management Block which is within Liwonde Forest Reserve.

Under the Co-management arrangement, Matandika shall have a regulated access to forestry products (both woody & non-woody). Besides, environmental services shall be sustained through protection of the catchment and other fragile areas within the Co-management block. In view of the above, the communities with technical assistance from the District Forestry Office have developed a Participatory Forest Co-management plan which encompasses ten management practices that will guide the management and utilization of forest products in the block. In addition, management plans for each product, patrolling, harvesting activities and monitoring plans, resource rules and corresponding penalties to ensure regulated access of forest products by all forest user groups have been put in place. The management plan also gives detailed annual cash flow and financial projections as shown in the section of annexes.

1.0 INTRODUCTION

This document is a Participatory Forest Co-management plan and is for Matandika Forest Block in Liwonde Forest Reserve which is between Matandika communities and Malawi government. The plan has been developed in line with the Liwonde Strategic Forest Area Plan (SFAP) whose main objectives are as follows:-

1. To rehabilitate and protect fragile areas within and outside the forest reserve.
2. To increase forest cover, productivity and value, to ensure continuous provision of local and national services.
3. To improve livelihoods of forest dependants through sustainable forest management and utilization.
4. To improve governance of forest resources through local institutions.

2.0 MANAGING AUTHORITY

Management of Matandika II Forest Co-management block shall be spearheaded by an officially registered Block Management Committee known as Matandika II Block Committee from G.V.H. Matandika in the area of Traditional Authority Nkula and the Department of Forestry through Machinga District Council. For more details on roles and responsibilities of the managing authority refer to Annexes 8 & 9.

3.0 DESCRIPTION OF THE BLOCK

3.1 General Description

Matandika Forest Co-management Block II is found in Liwonde Forest Reserve which is located to the North- West of Machinga district about 1km from the Boma.

The Block has a total area of 1029.02 hectares with steep slopes and many streams. These streams include; Mombe, Bububu, Naiwale, Mkala, Lamy and Napolo. Out of these, Mombe, Naiwale, Nkala and Bububu have perennial water flow while the rest have water flow during the rainy season only.

The Block is characterized by red soils (katondo) and black sandy soils. It is dominated by dry Miombo woodland tree species such as Ntwana, Mchenga, Thombozi, Msolo, Mlombwa, Chiumbu, Njombo, Masuku, Mbwabwa and Mpembu. Apart from that, there is a plantation of Eucalyptus tree species covering an area of 90.58 ha.

The Block is partly in good condition with different sizes of forest cover .There are visible human interferences like heavy charcoal burning and illegal firewood collection for both domestic and commercial purposes that is leading to massive deforestation.

3.2 Boundary

The block borders with Mliwo to the North and Lipongo to the East. Mombe stream forms the boundary between Mliwo and Matandika II while Bububu stream forms the boundary between Lipongo and Matandika II. To the south of the Block, there is Matandika customary land which comprises of a number of villages which are adjacent to forest reserve namely Mwedini, Chingoli, Mtumba and Matandika. The boundary was demarcated using Geographical Positioning System (GPS). The map below shows the boundaries of Matandika II block in relation to other blocks.

Block Map showing location and boundaries:

3.3 Tenure

This block is in the custody of the government since 1924 when it was gazetted, however, the management authority shall be shared according to co-management agreement between the community of G.V.H. Matandika and Forestry Department (FD).

3.4 Forest users

The users of this Block are the community of G.V.H. Matandika which has a total of 440 households that benefit from the Block. The forest user groups include: Firewood, Mushroom, Fruits, Honey, Poles, Fibre and Grass collectors. Curio makers and also pit Sawyers inclusive. Other users include neighboring communities and people from urban centers who shall have access after obtaining permission from the Block Management Committee. Travelers especially those who use M3 Road will also be privileged to buy some of the forest products displayed along the road.

3.5 Uses

The uses of the block are three-fold, and these are: source of woody and non woody products, environmental protection and tourism. There is a spring called Kasupe within Matandika block which attracts tourists and the old name of Machinga district was named after it.

Non-woody forest products include: - mushrooms, fibers, medicine, fruits, bamboos, honey, game meat and thatching grass.

Woody products include firewood, timber, curios, poles, cooking sticks, wooden spoons, mortars and pestles.

4.0 FOREST MANAGEMENT UNITS

There are four Forest Management Units (FMUs) as described below and depicted on the overleaf map.

4.1 FMU 1

This is a non harvestable area which comprises of fragile areas such as Nkala River, streams and steep slopes and therefore timber harvesting is not allowed. The area coverage is 95.25 hectares.

4.2 FMU 2

This is a harvestable area which is composed of harvestable indigenous tree species like Mombo, Nchenga, Naphini, Muwanga, Nsolo, Thombozi and Mpandula which can be used for both timber and firewood for commercial and domestic purposes and is 781.18 hectares.

4.3 FMU 3

Is composed of small indigenous tree species of pole sizes and is highly deforested covering an area of 62.01 hectares.

4.4 FMU 4

This comprises Eucalyptus tree species of *terectonis*, *camaldulensis* and *Gmelina arborea* with a total area of 90.58 hectares. This was previously a Department of Forestry industrial plantation but with the agreement it will be under the management of Matandika community.

Map showing FMU

5.0 MANAGEMENT OBJECTIVES

5.1 General objective

The main objective is to improve the livelihoods of the community living in G.V.H. Matandika through sustainable management and utilization of forest resources and services.

5.2 Specific objectives

1. To sustainably provide fuel wood, timber and poles for both domestic and commercial purposes.
2. To protect regenerants after harvesting so as to improve forest cover.
3. To protect rivers and stream banks and other fragile areas.
4. To sustainably utilize Non Timber Forest Products (NTFP) such as mushroom, honey, medicine, fruits thatch grass, game meat, soil, fiber and bamboos

Specific objective 1 is applicable to **FMU 2**; objective 2 is applicable to **FMU 1 and 2** while objective 3 is applicable to FMU3 and objective 4 is applicable to all FMUs.

6.0 MANAGEMENT PRACTICES

The following are the appropriate management practices that have been developed in order to guide the harvesting system and management in determined coupes according to type of uses.

PRACTICE	DESCRIPTION
Protected Areas	●All fragile areas in the block shall be protected from harvesting activities like stream banks, sources of streams and very steep slopes.
Fire protection	●Fire protection shall be a priority in the freshly felled coupes for the first 3-5 years to avoid damaging the regenerates.
Harvesting with Standards	●A considerable number of trees to act as standards shall be left in each coupe in order to allow them grows into large sizes and support other uses e.g. timber, medicine and fruits. ●20 trees per hectare at spacing of 20m from each tree shall be left giving a maximum number of 200 trees, one tree every 7m with fully stocked large tree.
Timber standard	●Timber trees will be reserved for standards and included in the management practices. ●These trees can be harvested in the next rotation
Thinning	●Thinning shall be done 7 – 10 years after harvesting or when the coupe becomes dense ●Thinning shall be done after 3 years in the FMU 1. ●Tree density shall be reduced to about one third up to half. ●Thinning materials shall be used for different purposes e.g. fibers, small poles and fuel wood. ●Thinning records shall be kept for reference purposes.
Regeneration	●Regeneration shall be by coppicing, root shoots and planting.
Cutting	●Harvesting shall be done during the dry season, (May – September) ●Trees shall be cut close to the ground (15cm) to enhance coppicing
Early burning	●Early burning shall be done soon after rainy season to prevent fierce bush fires and stimulate regeneration
Seed trees	●The standards shall produce seed sufficient to support genetic variation
Fruit trees	●Fruit trees shall be reserved until they become unproductive when they shall be used for other woody products.

7.0 RESOURCE USE RULES

No.	Resource Rules	Specification	Penalty
1	No cutting of trees is allowed within 50m on either side along the stream banks	Cutting will only be done 50 m away from the stream bank on both sides.	Anyone found guilty of cutting trees along the stream banks shall pay a fine of K8, 000 for each felled tree. The tools and felled tree shall be confiscated and sold by the committee
2	No one is allowed to open a garden or settle in the block	Settling or opening a garden shall be done in customary land	Anyone found guilty shall pay a fine of K8, 000 for each felled tree The crops and structures shall be destroyed.
3	(a)- No setting of bush fires shall be allowed in the block (reserve)	Setting of fire in the block shall be carried out by BMC during controlled early burning.	Anyone found guilty of the offence shall pay a fine of K4, 000. If she/he fails to pay shall be given a piece of work to do in the block or being taken to court for trials.
	(b)- Everyone shall participate in fire fighting in the block	Fire fighting is compulsory to every member except under valid reasons	Every person found guilty of refusing to participate in fire fighting in the block shall be fined K300.00
4	No one shall produce charcoal in the block	Charcoal production shall take place with permission from the Director of Forestry	Any person found guilty of such an offence shall pay a fine of K10, 000 for each felled tree. Charcoal and tools shall be confiscated and sold by the committee. The suspect shall be taken to court if she/he fails to pay the fine.
5	No unauthorized pit-sawing shall be allowed in the block	Pit sawing shall only take place in demarcated coupes under permission from the Block Committee	Any person found guilty of an offence shall pay a fine of K12, 000 per felled tree. The plunks and tools shall be confiscated and sold by the committee. If she/he fails to pay the stipulated fine, they shall be dragged to court for trials.
6	No unauthorized collection of firewood shall be allowed	Firewood collection shall be allowed upon getting a permit from the Block Committee	Anyone found guilty of an offence shall pay a fine of K100/head load, K200/ per bicycle. The firewood shall be confiscated and sold by the committee.

7	No one shall be allowed to cut trees or regenerants	Cutting of trees for any purpose shall be done in demarcated coupes only upon getting permission from the Block Committee. A 15 cm stump height shall be accepted when felling trees in the coupes.	If anyone found guilty of the offence shall pay a fine of K8, 000 per tree and for each regenerant.
8	No unauthorized collection of thatch grass shall be done in the block.	- Collection of thatch grass shall be done upon getting permission from the BMC.	Any person found guilty of an offence shall pay a fine of K1000/bundle.
9	No unauthorized hunting shall be allowed	Hunting shall be allowed upon obtaining permission from the block committee.	Anyone found hunting shall pay a fine of K5, 000 and tools shall be confiscated and sold by the committee.
10	No unauthorized collection of stones and soil shall be allowed from the block	Collection of stones and soil shall only take place with permission from the block management committee	Anyone found guilty of an offence shall pay a fine of K20,000 per ton of stones 1 tone of soil shall cost K10, 000 if done without permission.
11	No unauthorized cutting of bamboos shall be allowed in the block.	Cutting of bamboos shall be regulated by the block management committee	Anyone found cutting bamboos without permission shall be fined K50 per bamboo.
12	No unauthorized disposal of pollutants of any kind in the block shall be allowed.	The block management committee needs to be consulted before disposing any kind of pollutants in the block	Anyone found guilty of an offence shall pay a fine of K2, 000.00. Failure to pay the fine shall lead the culprit to be dragged to court for trials.
13	No unauthorized grazing of animals shall be allowed in the block.	Grazing shall only be done in areas set aside by the BMC upon getting permission from it.	Anyone found guilty of an offence shall pay a fine of K100 per animal.

8.0 MANAGEMENT PLAN FOR EACH PRODUCT

8.1 Woody Products

Name of Product: Firewood

Key Species: *Mchenga, Mtwana, Chipisyawago, Phingo, Lungwe, Mombo and Muwanga*

Demand: High

Supply: High

Problems/Issues:

- Illegal harvesting
- Bush fires
- Charcoal burning/ Brick burning

Management Practices:

- Harvesting of firewood for sale and domestic purposes shall be done in demarcated coupes. The leftovers from other products such as timber, poles and curios shall be collected as firewood.
- Collection of firewood in demarcated coupes shall be monitored by the BMC.
- 15cm stump height shall be strictly observed when cutting trees.
- Controlled fire shall be used as a management tool in the harvested coupes in-order to promote regenerants.
- Firewood shall be either stacked in mendles or collected as head loads at a fee stipulated under fees and royalties.
- All dry wood shall be collected as firewood in both harvestable and non-harvestable areas.

Allowable Quantity per year:

- 143,000 Head loads of indigenous fuel wood per house hold per year for domestic purpose and 6,240 head loads per household per year for commercial purposes.
- 120 Cubic metres of indigenous per year from the block and 120 cubic metres of blue gum for domestic purpose per year.
- 240 cubic metres of Blue gum and 240 cubic metres of indigenous per year for commercial purposes.

Who can permits be issued to?

Permits shall be issued to firewood collectors.

Fees/royalties:

- Commercial Use: K150 per head load and K2500 per cubic metre for indigenous tree species whilst for exotic tree species the permit shall be K70 per head load and K1000 per cubic metre
- Domestic Use: The permit shall be K100 per head load and K1000 per cubic metre for indigenous and K30 per head load and k 500 per cubic metre for exotic tree species.

Name of Product: Poles (Big or Small)

Key Species: *Mtwana Thombozi, Lungwe Mchenga Msolo and Eucalyptus*

Demand: High

Supply: High

Problems/Issues:

- Bush fire
- Poor harvesting practices,
- Illegal harvesting.

Management practices:

- Harvesting of blue gum poles shall follow the rotational period of 10 years while for indigenous 30 years.
- Harvesting of poles for sale and domestic purposes shall be done in demarcated coupes only. The leftovers from poles shall be collected as firewood.
- Collection of poles in demarcated coupes shall be monitored by the BMC. Otherwise, penalties shall follow those doing illegal harvesting.
- 15cm stump height shall be strictly observed
- Fire shall be used as a management tool in the harvested coupes in-order to promote regeneration.
- Dead, diseased, deformed trees and those not suitable for poles shall be used as firewood in order to provide growing space to small trees.

Allowable Quantity per year:

- 140 indigenous big poles shall be allowed per household per year for domestic use and 300 big poles for commercial per year.
- 5 exotic big poles for domestic per household per year and 1000 big poles for commercial per year.
- 4000 indigenous small poles shall be allowed per household per year for domestic use and 2000 small poles for commercial per year.
- 4000 exotic small poles for domestic per household per year and 2000 small poles for commercial per year.

Who can permits be issued to?

- Permits shall be issued to pole collectors

Fees/royalties:

- Commercial users shall pay K1000 per big pole of indigenous and K500 for exotic.
- Domestic users shall pay K500 per big pole for indigenous and K250 for exotic.
- Commercial users shall pay K100 per small pole of indigenous and K80 for exotic.
- Domestic users shall pay K50 per small indigenous pole and K30 for exotic pole.

Name of Product: Timber

Key Species: *Mbawa, Mlombwa, Masuku, Mtwana, Mkalati, Mkweranyani.*

Demand: High

Supply: High

Problems/Issues:

- Burning of charcoal which has led to decrease of large trees
- Unlawful harvesting which hampered the growth of regenerants.
- Bush fires which has also hampered the growth of regenerants.
- Illegal harvesting.

Management Practices:

- Harvesting of timber for sale and domestic purposes shall be done in demarcated coupes only after 30 years period of rotation. The leftovers from timber shall be collected as firewood.
- Collection of timber in demarcated coupes shall be monitored by the BMC.
- 15cm stump height shall be strictly recommended when cutting timber trees above the ground level in the harvestable coupes.
- Only trees whose diameter at breast height of more than 20 cm shall be harvested in the coupes.
- Fire shall be used as a management tool in the harvested coupes in patches in-order to promote regeneration.

Allowable Quantity per year:

20 trees shall be allowed per household per year for domestic use and 8 trees per year for commercial from demarcated coupes only.

Who can permits be issued to?

Permits shall be issued to Pit-sawyers from within and outside the community.

Fees/royalties:

Commercial users shall pay K8, 000 per tree.

Domestic users shall pay K4000 per tree as a buying price.

8.2 Non Woody Forest Products

Name of product: Mushroom

Key species: *Utenga, Utale, Kungolokwaititi, Nakasache, Nakajongolo, Chipatwe and Usinda.*

Demand: High

Supply: High

Problems/Issues:

- Poor harvesting practices
- Bush fires

Management practices:

- Harvesting of mushroom shall be done in all places where it is available in the block through authorization from the BMC.
- Monitoring of mushroom harvesting shall be done by the block committee.

Allowable Quantity per year:

250 baskets per household per season for domestic and 200 baskets for commercial uses

Who can permits be issued to?

Permits shall be issued to mushroom collectors from within and outsiders.

Fees/royalties:

Commercial mushroom collectors shall pay a fee of K100 permit while domestic users will collect mushroom for free.

Name of Product: Stones

Key Types: *Nagaga, quarry stone, Lumbwe.*

Demand: High

Supply: High

Problems/Issues:

- Increased soil erosion
- Unregulated collection of stones

Management practices:

- Stones shall be collected in gentle slope areas.
- Collection of such products shall be monitored by the BMC

Allowable Quantity per year:

200 tones for commercial use while 50 tones for domestic.

Who can permits be issued to?

Permits shall be issued to stone collectors for domestic and commercial purposes.

Fees/royalties:

A fee of K2500 and K1500 per ton for both commercial and domestic respectively.

Name of product: Fruits

Key species: *Nthema, Masuku, Ndawa, Mtonongoli, Msecherawe, Mpinjipinji, Nthementheme, Matonga and Mangulungulu*

Demand: High

Supply: High

Problems/Issues:

- Bush fires
- Poor harvesting practices
- Poor Soil
- Illegal harvesting

Management practices:

- Only matured and ripen fruits shall be harvested.
- Fruit tree growing areas shall be protected from fires.
- Harvesting of fruits shall be done using recommended harvesting methods (collection of fallen fruits, climbing up the tree and using long hooked sticks).
- Collection of fruits in the block shall be monitored by the block committee.

Allowable Quantity per year:

Collection of fruits shall be based on how the season is.

Who can permits be issued to?

Permits shall be issued to fruit collectors.

Fees/royalties:

Free for domestic and while for commercial use, it will be for sale.

Name of product: Fibers

Key species: *Mombo, Mchenga, Mpandula and Mchinji*

Demand: High

Supply: High

Problems/Issues:

- Bush fires
- Poor harvesting practices

Management practices:

- Fibers shall be collected from big tree branches.
- Bush fires shall be controlled and regulated in areas where regenerants are growing.

Allowable Quantity per year:

1000 bundles of fibers shall be allowed per household per year for domestic and 50 bundles per household for commercial use per year.

Who can permits be issued to?

Permits shall be issued to fiber collectors from within and outsiders by the block committee.

Fees/royalties:

Commercial fiber collectors shall pay a fee of K100 per bundle while domestic users shall pay K50 per bundle.

Name of product: Thatch grass
Key species: *Kamphe (tsekera), Nsenjere and, Gowoche*
Demand: High
Supply: High

Problems/Issues:

- Bush fires

Management practices:

- Thatch grass collection shall be done between April and June.
- Only matured grass shall be recommended to be harvested.
- Bush fires shall be prohibited in areas where thatch grasses grow in the block.
- Awareness meeting shall be intensified to the communities adjacent to the block before controlled early burning operation starts.

Allowable Quantity per year:

41, 250 and 1000 bundles of thatch grass for domestic and commercial uses shall be allowed per year respectively

Who can permits be issued to?

Permits shall be issued to thatch grass collectors for domestic and commercial uses.

Fees/royalties:

Commercial users shall pay a fee of K100 per bundle while domestic users shall collect thatch grass for free

Name of product: Bamboos
Key species: Local Species
Demand: High
Supply: High

Problems/Issues:

- Careless cutting of trees
- Poor harvesting practices.
- Bush fires

Management practices:

- Only matured bamboos shall be recommended to be harvested.
- Bush fires shall be prohibited in areas where there are bamboos in the block.

Allowable Quantity per year:

500 and 1000 bamboos per year shall be allowed for domestic and commercial uses respectively.

Who can permits be issued to?

Permits shall be issued to bamboo collectors.

Fees/royalties:

Commercial bamboo collectors shall pay a fee of K200 per bamboo while domestic users shall collect bamboos for free.

Name of product: Game animals and Birds
Key species: Game animals – *Kalulu, Gwape, Pusi, Nguluwe, and Nyani*
Birds- *Nkhwali, Kam'tema, Nkhanga and Njiwa*
Demand: High
Supply: High

Problems/Issues:

- Bush fires
- Illegal hunting
- Bad hunting practices

Management practices:

- Hunting of animals shall be regulated by the BMC.
- Controlled early burning shall be encouraged to prevent bush fires
- Nets shall not be allowed when hunting birds.
- Natural regeneration shall be promoted in-order to increase forest cover.
- Use of pollutants for fishing shall be prohibited and is punishable.
- Use of un-recommended tools for hunting shall be prohibited

Allowable Quantity per year:

10 permits shall be issued per year for both domestic and commercial game hunters

Who can permits be issued to?

Permits shall be issued to hunters

Fees/royalties:

Commercial hunters shall pay a fee of K1000 as a permit while domestic hunters shall obtain a permit of K200.

Domestic birds' hunters shall pay a fee of K50 per permit and K200 for commercial hunters.

9.0 ACTIVITY PLAN

Activity	When	Who will do it	Requirement
Patrolling	January –December (twice a week)	Committee members and all communities	Panga knives, exercise books, pens
Fire break screefing	April - May	Committee members and all communities Extension worker	Hoes, slashers and panga knives
Controlled early burning	April - June	Committee members and all communities Extension worker	Box of matches
Thinning(Singling)	April - August	Committee members and all communities Extension worker	Panga knives
Ground preparation (in Eucs plantation)	October - November	Committee members and all communities	Hoes, picks, axes, panga knives and ropes
Tree planting	December - April	Committee members and all communities Extension worker	Hoes, slashers, pangas and planting trowels
Weeding	As soon as the weeds appear	Committee members and all communities	Hoes, slashers and pangas knives
Seed collection	July - September	Committee members and all communities	Sacks
Committee meetings	Twice a month	Committee members	Exercise books, pens
General meetings	Once in every two months	Committee members and all communities	Exercise books, pens
Issuing of permits	January to December	Committee	Permits, pens and exercise books

NB. All activities are to be done participatory by community members. It will be the responsibility of the block committee to decide the number of individuals to be involved in each and every activity

10.0 PATROLLING PLAN

- Block management committee shall conduct patrols twice a month
- Selected members of the block committee shall conduct patrols twice a week
- Joint patrols between the BMC and FD staff shall be done quarterly

All confiscated materials during patrols shall be sold or disposed off by the committee.

11.0 MONITORING AND EVALUATION PLAN

This shall be done in order to assess the progress on all the activities being implemented.

What will be monitored	Who will do the monitoring	What will be the indicators	What are the methods	When will the monitoring be conducted
Patrolling	Committee and community members	Reduced number of malpractices	Written progress reports (records)	Throughout the year
Firebreak maintenance	Committee and community members	Area/Distance screefed	Site visits and reports	April- May
Controlled early burning	Committee and community members	Number of hectares burnt	Site visit and reports	April- July
Thinning (Singling)	Committee and community members	Number of hectares thinned	Site visit and reports	April - August
Ground preparation	Committee and community members	Area prepared (hectares)	Site visit, reports and supervision	October - November
Tree planting	Committee and community members	Number of trees planted Hectares planted	Field visit, reports and supervision	December - April
Weeding	Committee and community members	Hectares weeded	Site visit and reports	April- May
Seed collection	Committee members	Amount of seed collected/Species	Supervision and records.	July - September
Committee meetings	Committee	Minutes	Checking of minute books Interview members	Every – three months
General meetings	Committee and community members	Minutes	Checking of minute books Interview members	Once every two months

All activities are to be done participatory by community members. It will be the responsibility of the block committee to decide the number of individuals to be involved in every activity

12.0 FINANCIAL PROJECTIONS

12.1 Annual Cash Flow

In accordance with the data collected, estimated annual cash flow for Matandika Block II is tabulated below. Under the Co-Management model, it is proposed that 60% of the gross

income accrued from commercial permit fees will go to the communities. 10 % will be transferred to the Local Forest Management Board account while 30% will be deposited in the Forest Development Fund account held at national level through Machinga District Forestry Office. All the money (100%) obtained from domestic permits will be deposited in the Block Forest Management Committee account.

Refer to annex 1 and 2 for the estimated annual cash flow and financial projections on activity

ANNEXES

Annex 1: Estimated Annual Cash Flow

Benefit sharing will be based on calculations on commercial permits. All money collected from domestic permits shall be deposited into Block Forest Management Committee Account as shown below:

ACCOUNT	AMOUNT (MK)	(%)
INCOME		
(a) Domestic permits	14,668,000.00	
(b) Commercial permits	8,835,500.00	
Gross Income	23,503,500.00	100
Money into Local Forest Management Board (LFMB) Account from Commercial permits	883,550.00	10
Money into Forest Development Fund (FDF) Account from Commercial permits	2,650,650.00	30
Block Forest Management Committee Account from Commercial permits	5,301,300.00	60
Money into Block Committee Account (Domestic & 60% of Commercial permits)	19,969,300.00	
Money to be used for the management of the block	633150.00	
Average income per household	45,384.77.00	

Annex 2: Estimated Management Cost

No	Activity	No of people involved	Number/area	Daily wage/ rate	Total Amount Required
1	Boundary screening	20	4,000m	K150/40m ² 25m/man/day	K300,000
2	Controlled Early burning	12	281 ha	K 150/ha	K 42,150
3	Patrolling	10	1333.37 ha	K150/day/HH	K 156,000
4	Re -afforestation	45	2 ha	K150/day/50 planted trees	K135000
	TOTAL	87			K633,150

The estimates are in line with specific conditions where communities may not be coming forward to undertake certain activities; a condition which will leave the committee with no option but to employ casual workers.

Annex 3: Estimates of Available Forest Resources

This estimate is based on the three sample plots data

Product Name	Use	Total/0.04 ha	Total/ha	Available in 2 ha	Available in 16 Coupes
Firewood	For fuel wood	42	1050	2100	33600
Timber	For construction	2	50	100	1600
Rafters	For roofing	15	375	750	12000
Ridge pole	For roofing	4	100	200	3200
Curios	For decoration	2	50	100	1600
Fruits	For eating	5	125	250	4000
Medicine	For curing diseases	9	225	450	7200

Notes: Estimates based on three 20m x 20m sample plots inside the block. A 2 ha coupe is the suggested annual harvesting area. Fruit trees shall be reserved until they become unproductive when they shall be used for other woody products. Main fruit tree species is Masuku (*Uapaca kirkiana*)

Annex 4: Requirements for Forest Product for Domestic Use

The total number of households in GVH Matandika is 440. Therefore, the table below calculates the annual domestic forest product requirements of these households

Product Name	Use	Per H/H/yr (Mean)	Annual requirements for the 440 H/Hs
Firewood	For fuel wood	3 head loads/HH/week	61,620 head loads
Rafters	For roofing	50 head loads/HH/week	19,750
Ridge pole	For roofing	3 big poles/HH/year	600 big poles
Bamboos	For construction and craft making	5 bundles/HH/year	1,000 bundles
Fruits	For eating	5 baskets/HH/year	250 baskets
Fibers	For construction	2 bundles/HH/year	1,000 bundles
Thatch grass	For roofing and fencing	30bundles/HH/year	11,250 bundles

Mushroom	For relish	5 baskets/HH/year	250 baskets
Game animal and birds	For relish	10 permits/HH/year	6 permits for game
Soil	Building houses	2 tons/HH/year	100 tones
Stones	For various activities	10 tons/HH/year	50 tones

Annex 5: Harvesting Plan for Woody Products

Product	Available Harvestable Coupe/year (Block)	Domestic Demand for the whole community	Available in (VFA)	Total Products Available (Block + VFA)	Surplus Available for Commercial Harvesting
Firewood	53600 head loads	35496	2000	55600	+18104
Timber	1600	80	30	1630	+1520
Poles/rafters	12000	5000	200	12200	+7200
Ridge poles	3200	80	30	3230	+3150
Curios	1600	150	-	1600	+1450

Note:

The calculations for the harvesting plan were found basing on

Total number of households in Matandika= 440

Total harvestable area in the block = 871.68 ha

Rotational period = 10 years for exotic trees and 30 years for indigenous trees.

Annex 6: Revenue Projection from Woody Products

Product Name	Domestic requirement		Commercial requirement		Frequency	Quantity/ year	Annual Calculations	
	H/H	Permit	H/H	Permit			Domestic	Commercial
Firewood	440	K50 / head load.	170	K100 / head load	2 head loads / week/HH for both domestic and commercial	63,440 head loads	K2,288,000	K1,768,000
		K500/ m ³ -exotic	170	K1,000/ m ³ -exotic	2M3 / week/HH	14,640 m ³ -exotic	K5,280,000	K4,080,000
		K1,000/ m ³ -indigenous	170	K2,500/m ³ -indigenous	1 m3 / month/HH for both domestic and commercial	7,320 m ³ -indigenous	K5,280,000	K1,020,000
Indigenous poles (a)big poles	400	K30/ pole	10	K50/ big pole	1 pole/HH /yr for domestic and 50 poles/HH/yr	100 big poles	K12,000	K25,000
(b)small poles	300	K20/pole	10	K60/1 pole.	50ples/HH/yr for domestic and 500poles/HH/yr for commercial	20,000 small poles	K300,000	K300,000
Exotic (a)big poles	100	K25/pole	15	K80/pole	1pole/HH/yr for domestic and 20poles/HH/yr for commercial	400 big poles	K2,500	K24,000
(b)small poles	300	K20/pole	15	K50/pole	50 poles/HH/yr for domestic and 500 poles/HH/yr for commercial	22,500 small poles	K300,000	K375,000
Timber	10	K8,0000/tree	5	K10,000/tree	10 trees/yr for domestic and 5 trees for commercial	15 trees	K80,000	K50,000
Curios	20	K6,000	20	K 8,000/ tree	2 trees/HH/yr for both domestic and commercial	80 trees	K240,000	K320,000
TOTAL							K13,782,500	K7,962,000

Annex 7: Revenue Projection from Non Woody Products

Product Name	Domestic requirement		Commercial requirement		Frequency	Quantity/ year	Annual calculations	
	H/Hs	Permit	H/H	Permit			Domestic	Commercial
Mushroom	50	Free access	20	K100/basket	5 baskets /hh/season for domestic use	250 baskets/yr for domestic use	-----	K20,000.00
					10 baskets /hh/season for commercial use	200 baskets/ yr for commercial use		
Medicine	30	K50 permit	10	K 200 permit	4 permits per/HH/year	120 permits per/HH/year	K 6,000	K 100,00
					5 permits per /HH/year	50 permits per /HH/year		
Fibers	500	K50/bundle	10	K100/bundle	2 bundles/hh/yr for domestic use and 5 bundles/hh/yr for commercial use	1000 bundles for domestic use per year and 50 for commercial	K50,000.00	K5,000.00
Fruits	50	Free	30	free	5 permits /hh/ season and commercial	250 baskets for domestic use and 150 baskets for commercial	-----	-----
Thatch grass	1375	Free	20	K100/bundle	30 bundles/hh/yr for domestic use and 50 bundles /hh/yr for commercial use	6200 bundles for domestic use and 1000 for commercial	-----	K100,000.00
Soil	50	free	10	K 750 per tone	2 tons per year/HH		-	K37,500.00
					5 tons per year/HH/ commercial	50 tons per year/HH/ Commercial		
Stones	5	K1500 per tone	10	K2500/ per tone	10 tones per /yr/HH domestic and 20 tones/yr for commercial use	50 tons per year/HH and 200 tones for commercial use per year	K 75,000	K500,000.00
Game animals	5	K200/ permit	3	K1000/permit	2 permits per year for domestic use and 2 permits for commercial use per year	10 permits for domestic hunters and 10 for commercial	K2,000.00	K6,000.00
Birds	5	K50/ permit	5	K200/permit	10 permits for domestic users and 5 permits for commercial users	50 permits for domestic hunters 25for commercial	K2,500.00	K5,000.00
Bamboos	1000	K150/bamboo	20	K200/bamboo	5 head load of bamboos/hh/yr for domestic use and 50 head load of bamboos per year for commercial	500 head loads of bamboos for domestic use and 1000 head load for commercial	K750,000.00	K200,000.00
TOTAL FOR NON WOODY PRODUCTS							K 885,500.00	K 873,500.00

Annex 8: Constitution of Matandika II Block

Name of LFO: Matandika II Block Management Committee

Name of the Block: Matandika II

Address: C/O Bisa Primary School,
P.O. Box 7,
Machinga.

Contact numbers: **Cell:** Mrs. Gladys Chaloledwa 0999182176

Mr. Lameck Chiutsi 0996385804

Mr. Aubi Makunganya 0999415943

1.0. AREA OF JURISDICTION

Matandika Block Management committee shall discharge their duties in Group Village Headman Matandika and the following village headmen: Matandika, Mtumba, Chingoli, Mthipo and Nampate.

2.0. OBJECTIVE

To protect and manage Matandika II Forest Block resources with the aim of sustainably uplifting the livelihoods of GVH Matandika communities through small scale Forest Based Enterprises.

3.0. STRUCTURE

There shall be an elected managing committee comprising of office bearers (20 members) such as Chairperson and vice, Secretary and vice, Treasurer and other 15 members.

- These members shall be elected proportionately from the four (5) villages mentioned in section 1.0.
- Community members from the above 5 villages shall be automatic members of Matandika wider community. To this effect, elected members shall be representatives of different interested user groups of the Block from the above villages.
- All Village Heads in the stated villages and the Group village Headman Matandika shall be ex-officials of the Block Management committee.

4.0. ELECTIONS

- Elections shall take place in a free and fair manner in consultation with the five village heads shall accompany their contestants to the elections as observers.
- Elections shall take place every three years except when the whole committee is dissolved or some members are disqualified, dismissed or have resigned.
- Elected office bearers shall run a term of three years and will be eligible to stand for another one term basing on efficiency and effectiveness.
- The entire Block Management committee shall be dissolved after conniving and committing a serious crime or conducting business not in a transparent manner. Since Community members have a stake in the management of the Block, they have the right to

summon the Block Committee to the Group Village head as BMC advisor to clarify issues pertaining to management of their block.

5.0. ELIGIBILITY OF MEMBERS

Eligible members shall only be:-

- Citizens from the stated 5 villages
- Committed & dedicated members from the 5 villages
- People with no record of conviction after committing an offence
- Non-drunkard(s)
- Visionary

5.1 Termination of Membership

Members shall be eliminated only if:-

- A member commits a serious crime such as theft, corruption, mismanagement of forest products
- A member has rebelled against the Block Committee
- If the term of office has expired
- A member has passed away
- A member goes mad

5.2 Disqualification/Dismissal of Members

A member shall be disqualified/ dismissed if:-

- He/she fails to attend meetings for three consecutive times without apparent reasons
- A member commits a serious crime such as theft, corruption, mismanagement of forest products, misappropriation of Block Management Committee funds and equipment.

5.3 Substitution of Members

Substitution of a member shall take place only if:-

- A committee member dies
- A committee member has gone elsewhere (transfer) outside the stated villages
- A committee member has voluntarily stopped to be a member
- A committee member has gone mad
- A committee member has been dismissed after committing an offence

5.4 Rights & Responsibilities of Members

All Block Committee members shall have the following rights & responsibilities/duties.

a) Rights/Freedoms of Members

- Right of Association
- Freedom of Speech in giving suggestions at meetings of the Committee
- Right to be elected to any position of the Block Management Committee
- Right to know anything concerning the Block Management Committee
- Right to benefits accrued from Block or any other sources

b) Responsibilities/Duties

- Participate in all Committee undertakings
- Lead the Committee in different aspects
- Taking care of Committee property
- Represent the Block Management Committee in other forums

6.0. SPECIFIC ROLES AND RESPONSIBILITIES

6.1 The Chairperson shall:

- Call meetings of management and preside over deliberations of such meetings.
- In consultation with local leaders call meetings for wider community.
- Be signatory of Institution's account

6.2 The Secretary shall:

- Record all minutes of meetings and events of the Block.
- Welcome guests during events
- Deal with all correspondences of the committee.
- Record fines, finances and penalties.
- Be signatory of Institution's account

6.3 The Treasurer shall

- Keep custody of the entire Block's equipment.
- Keep custody of all the Block's finances.
- Be signatory of Institution's account
- Issue licenses for forest products and operations

6.4 Committee members shall

- be delegated to represent any member of the executive in meetings
- participate in committee deliberations
- be chosen to be a signatory of the institution's account
- manage conflicts of the committee

6.5 The Group Village Headman and village headmen shall:

- Mobilize their subjects on development activities of the Block.
- Assist to settle disputes which the Block Management committee has failed to settle.
- Advise the Block Management committee where necessary.

6.6 The Forestry Department shall:

Provide technical support on all activities of the Block Management Committee.

Assist the Block committee in solving disputes that are beyond capacity of GVH Level.

Observe elections of office bearers of the Block Management Committee.

Assist in resource use regulation and law enforcement.

6.7 General members shall:

Be required to take part in tree planting, early burning, thinning, fire break maintenance of the Block and any other activity as may be determined by the managing committee.

Elect their representatives into the Block committee.

Call for dissolution of the committee or disqualification of an elected member in the case of corruption.

7.0. FUNCTIONS OF THE BLOCK COMMITTEE

- Managing Body (Block Management Committee) shall meet once every month to discuss management issues.
- Managing body shall meet once in a quarter with a wider committee for information giving, feedback or consensus.
- Quorum of management meeting shall be half the number of Block Committee members i.e. 10 Members.
- Decision shall be reached by voting.
- Block Committee, GVH, VHs shall develop resource use rules, penalties and sanctions.
- Review of the constitution shall be made after one year.
- The block committee shall be registered at the DFO as a Local Forestry Organization.
- The managing committee shall steer all activities of the Block in collaboration with the Forestry Department and with consultations with all the five village heads and the group village headman.
- Block Management committee shall with consultations with Forestry Officers issue permits and licenses to people for the purpose of accessing products in the Block.
- The Block Management Committee shall upon thorough consultations with the wider community review the Block Management Plan after five years. The reviewed versions shall be presented to the local leadership, other interested stakeholders and the wider community.

8.0. BLOCK MANAGEMENT COMMITTEE FINANCES

Sources of Finances

Finances for the Block Management Committee shall come from the following main sources:-

- Licenses from Forest User groups/Clubs
- Loans from lending institutions such as SACCO, MARDEF, NATIONAL BANK & MRFC
- Sales of Forest Products & services

Other Sources

- Tree seedling raising & sales
- Other feasible businesses

9.0. BENEFIT SHARING

100% of monetary benefits arising from sales of forest products for both domestic and revenue from commercial sales shall be shared as follows: 60% into Block Management

Committee Account, 30% into Forestry Department Account and 10% into Local Forestry Management Board (LFMB) Account.

All the money accumulated into Matandika II Block Management Committee Account shall be used as follows:

1. Forestry management activities of the Block- 10 %.
2. Administration costs of the Block Committee-30%.
3. Micro-Credit scheme-20%.
4. Community Development (bridges, welfare, orphans etc.)-40%.

NOTE:

- **Forest Management activities** shall include Block boundary screefing, Slashing, Controlled early burning, Monitoring activity implementation, conduct forest patrols, Plot and coupes’ demarcation, licensing of forest produce, maintenance of road network adjacent to the block and others.
- **Micro-Credit scheme** shall provide soft loans to Matandika & Mwedini wider community to start small-scale businesses with an intention of increasing household income levels. The loan will attract an interest of 20% per return. There will be a subcommittee headed by the BMC treasurer to manage the loans. The loans will only be given to organized groups (10 members per group) to ease repayment.

10.0. SIGNATORIES ON FINANCES

Cheque books and other financial transactions for the Block Committee shall be made by the following: Chairperson, Secretary and Treasure.

11.0. Names of Mpata Block Management Committee of GVH Matandika

No.	Name	Position	Sex
1	Gladys Chaloledwa	Chairperson	Female
2	Sitaubi Matiyasi	Vice chairperson	Male
3	Lanjesi Balakasi	Secretary	Male
4	Lameck Chiutsi	Vice Secretary	Male
5	Wali Magalasi	Treasurer	Male
6	Mercy Mpinda	Committee member	female
7	Magret Sumani	Committee member	female
8	Ruth Kalaje	Committee member	Female
9	Magret Nkwatula	Committee member	Female
10	Asyatu Bunaya	Committee member	Female
11	Roda Nkwanda	Committee member	Female
12	Elizabeth Mkwangwanya	Committee member	Female
13	Asima Mpenda	Committee member	Female
14	Esnart Adamu	Committee member	Female
15	John Umali	Committee member	Male
16	Zione Waisoni	Committee member	Male
17	Effelo Malaja	Committee member	Female
18	Ishmael Mtambalika	Committee member	Male

19	Idesi Chiwere	Committee member	Female
20	Emily Ndege	Committee member	Female
21	Doreen Ntambalika	Committee member	Female
22	Stanley Ndege	Committee member	Female
23	Nelly Mposa	Committee member	Female
24	Elina Salanje	Committee member	Female
25	Aubi Makunganya	Committee member	Female

Annex 9: CO MANAGEMNET AGREEMENT

CO-MANAGEMENT AGREEMENT

(Forestry Act, 1997 Section 25)

THIS AGREEMENT is made the _____ day of _____ BETWEEN Director of Forestry, Ministry of Energy and Mines, hereinafter referred to as the Government, and local residents of Matandika and Mwedini village(s) of Traditional Authority Nkula and District Machinga represented by Mpata Block Management Committee as the Local Forest Organization (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 Matandika Forest Block II of Liwonde forest 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 recognize the joint authority of the LFO to protect, manage, control and utilize sustainably the forest resource for the benefit of the local community of GVH Matandika and Mwedini 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 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 of **Liwonde Forest Reserve**, with transfers being made on a monthly 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 with such transfers being made on a monthly 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.) Organizes 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.) Recognize 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 Organization 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.



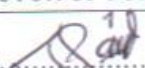
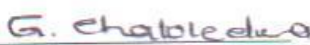
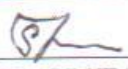


DEMARCATIION AND BOUNDARY

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		 DIRECTOR OF FORESTRY 2013-00-09 P.O. BOX 30048 LILONGWE 3 TEL: 01 771 000
Dated...  29.08.13		
AND		
 CHAIRPERSON, LOCAL FOREST ORGANISATION		
Dated... 19/02/14		
WITNESSES:		TIA NKULA
 VILLAGE HEADMAN/WOMAN		 TRADITIONAL AUTHORITY
Dated... 19/02/14		Dated... 19/02/14
 DISTRICT COMMISSIONER		
Dated... 19/02/2014		