

MTANGATANGA FOREST RESERVE

CO-MANAGEMENT PLAN FOR KAVIKULA BLOCK

M'MBELWA DISTRICT COUNCIL



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Department of Forestry**

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ACRONYMS

ADC	Area Development Committee
BMC	Block Management Committee
CBO	Community Based Organisation
DFO	District Forest Officer
DoF	Director of Forestry
EPA	Extension Planning Area
EU	European Union
FD	Department of Forestry
FMU	Forest Management Unit
FLS	Front Line Staff
FR	Forest Reserve
GoM	Government of Malawi
GVH	Group Village Headman
HH	Household
IFMSLP	Improved Forest Management for Sustainable Livelihoods Programme
LFMB	Local Forest Management Board
LFO	Local Forest Organization
PCU	Programme Coordination Unit
PIU	Programme Implementation Unit
PFMP	Participatory Forest Management Plan
PMU	Programme Management Unit
SFAP	Strategic Forest Area Plan
TA	Traditional Authority
VDC	Village Development Committee
VFA	Village Forest Area
VH	Village Headman
VNRMC	Village Natural Resources Management Committee

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Lastly, the committed and untiring efforts by the Kavikula Block Management Committee for Block 2 of GVH Mufamuwe Lungu II are also acknowledged throughout the development of the plan.

1. Introduction

Mtangatanga was proclaimed as a forest reserve under Government Notice 6 of 1935 with a view to manage it as a protection forest reserve. The present management methods and benefits of the reserve are failing to satisfy the increasing demands of people and institutions with different needs and perceptions. As a strategy to increase its productivity and at the same time reduce unsanctioned (and hence unmanaged) pressure from the surrounding communities, co-management has been adopted as a viable option. This however, requires that management objectives of the reserve are defined and overall management plan developed as enshrined in the National Forest Policy framework.

The Forestry Department with funding from European Union (EU) is facilitating the implementation of Improved Forest Management for Sustainable Livelihoods Programme (IFMSLP). The Programme aims at contributing to the reduction of poverty and the conservation of forests in Malawi. The purpose of the programme is to improve the livelihoods of forest dependent communities through the participatory management of forests both in forest reserves and on customary land by implementation of the National Forestry Programme (NFP). In Mzimba, the Programme is being implemented in Mtangatanga and Perekezi Impact Areas. The Strategic Forest Area Plan (SFAP) for Mtangatanga Impact Area is a long-term plan with a broad perspective to bring about sustainable management of forest goods and services in and around Mtangatanga forest reserve for improved and equitable livelihoods of the surrounding communities. The SFAP provides the vision, set of management objectives and strategic actions carefully developed and defined with regard to the reserve's wider environmental significance rather than the demand of products and services it might yield.

This document describes the co-management plan for Kavikula Block 2 in Mtangatanga forest reserve which is in line with Mtangatanga Strategic Forest Area Plan. The main objectives of the SFAP are:

1. To increase forest cover on customary land adjacent to the forest reserve.
2. To engage communities in sustainable land use management on customary land adjacent to the forest reserve.
3. To manage the forest resources in Mtangatanga for catchment and biodiversity protection and use.
4. To increase the economic contribution of the forest products in order to enable sustainable livelihoods for forest dependent communities.
5. To regulate access to extraction of forest products from Mtangatanga Forest Reserve.

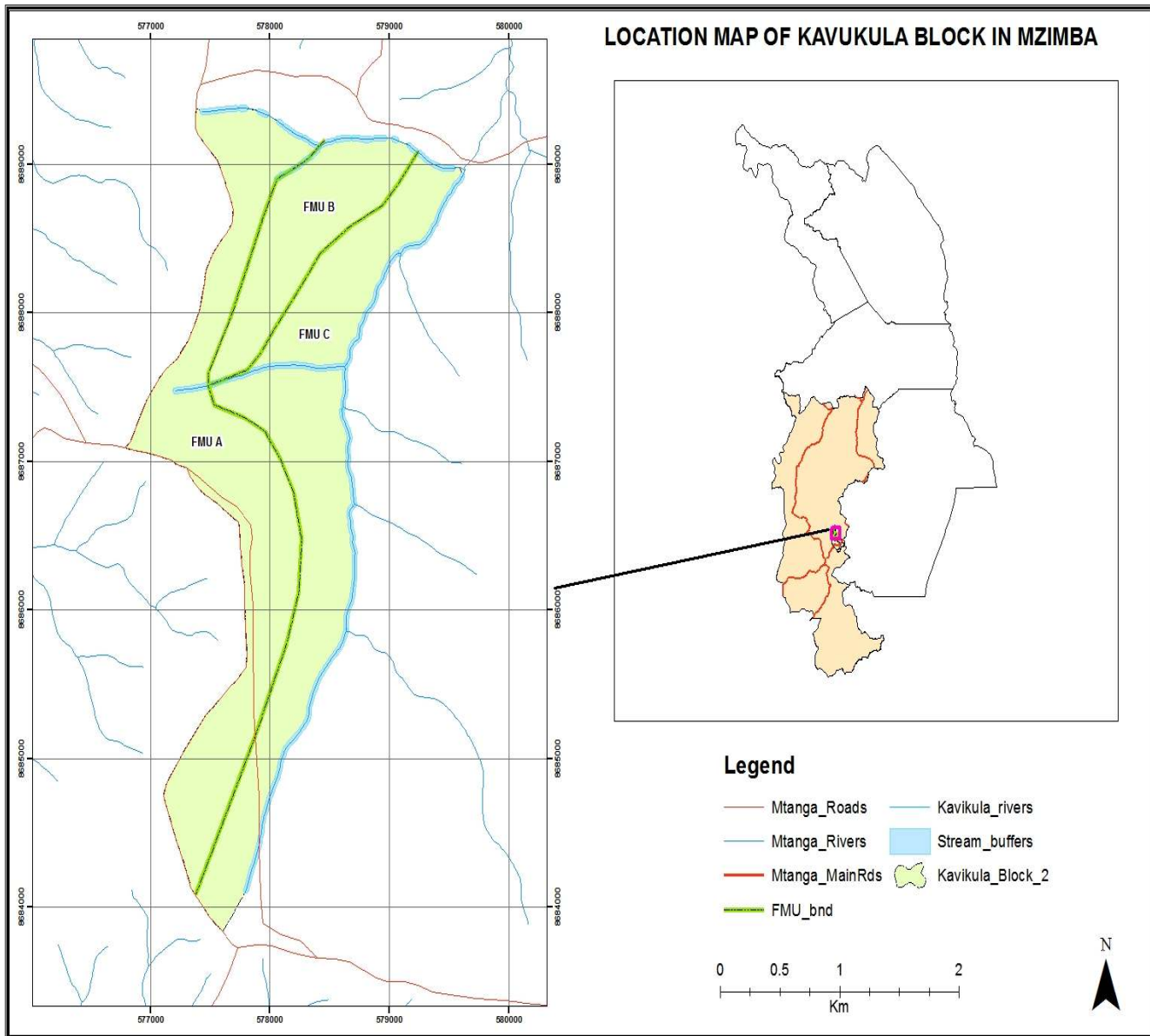
The Kavikula Block 2 co-management plan is based on objectives 2, 3, 4 and 5 in the Mtangatanga SFAP. The strategic plan divides the forest reserve into six blocks.

2. Mtangatanga Kavikula Block 2 Forest Area

2.1 Location/Boundary

Mtangatanga Forest Reserve has an area of 9,770 hectares and is situated in Mzimba district within Chikangawa Extension Planning Area (EPA), Traditional Authorities Kampingo Sibande and Mzikubola, along the Mzimba – Kafukule road. It is located about 12 kilometers north of Mzimba Boma on a relatively flat area at an altitude of 1,627 meters above sea level.

2.2 Location Map of Mtangatanga Kavikula Block 2



2.3 Tenure

Mtangatanga forest is a government forest reserve that was gazetted in 1935 under Government Notice 6. Consequently, both the land and forest resources therein are under the jurisdiction of Government of Malawi but managed by Department of Forestry.

2.4 Forest Description

The total area of the Block is 624.52 hectares. The forest is typical of miombo woodland, as in the rest of the reserve. The forest is composed of trees with different age classes and sizes. A greater part of the block is a secondary forest as a result of illegal activities on a large scale. Timber trees are available but small diameter class trees for firewood and poles are abundant. The dominant trees in the block are *Brachystegia species*, *Julbernardia globiflora* and *Uapaca kirkiana*. Protected species such as *Syzygium cordatum*, *Faurea species* and *Bridelia micrantha* are also available and growing especially along the riverbanks. The soils are sandy-clay mostly on the upper areas with some alluvial soils on the banks of the streams running through the block.

2.5 Forest Users and Uses

The community members from the GVH Mufamuwe Lungu II are the primary users of Kavikula Block 2. All users must have authority from the Block Management Committee to collect/harvest forest products.

People collect woody products such as firewood and poles. Non-wood forest products are also collected such as medicines, fruit, mushrooms, honey, caterpillars, game meat and thatch grass. Illegal activities such as charcoal burning and pit – sawing have been noticed to increase over the years.

2.6 Social Description

GVH Mufamuwe Lungu II comprises of the following five villages which are involved in Kavikula Block 2; Kachelenga Chirwa, Telinala Tchiri, James Tchiri, Daudi Chirwa and Zebediya Chipeta. The total number of households is 189. The main ethnic groups are Tumbuka and Ngoni with some Chewa and Tonga minorities represented. A Sustainable Livelihoods Analysis (SLA), carried out indicated that 8% of people belong to the better off, 20% to the average, 50% to the poor and 22% to the very poor categories. Both men and women are engaged in forest and non-forest based economic activities as a means of earning a living. In order of their importance, the main sources of income in the area include farming, forest products selling, livestock production, small-scale businesses and piecework.

3. Kavikula Block 2 Co-Management Plan

3.1 General Objective

To sustainably co-manage Kavikula Block 2 in Mtangatanga forest reserve in order to help realize ecological, social and economic benefits for the present and future generations.

3.2 Specific Objectives

- To sustainably utilize firewood, poles, timber and other woody products for domestic and commercial purposes.
- To increase the availability of non-wood forest products such as honey, mushrooms, medicinal plants and thatch grass.
- To improve tree planting and maintain soil as well as regulating the flow & availability of water.

3.3 Forest Management Units

There are 4 distinct management units in Kavikula Block 2 with a total area of 624.52 hectares as follows:

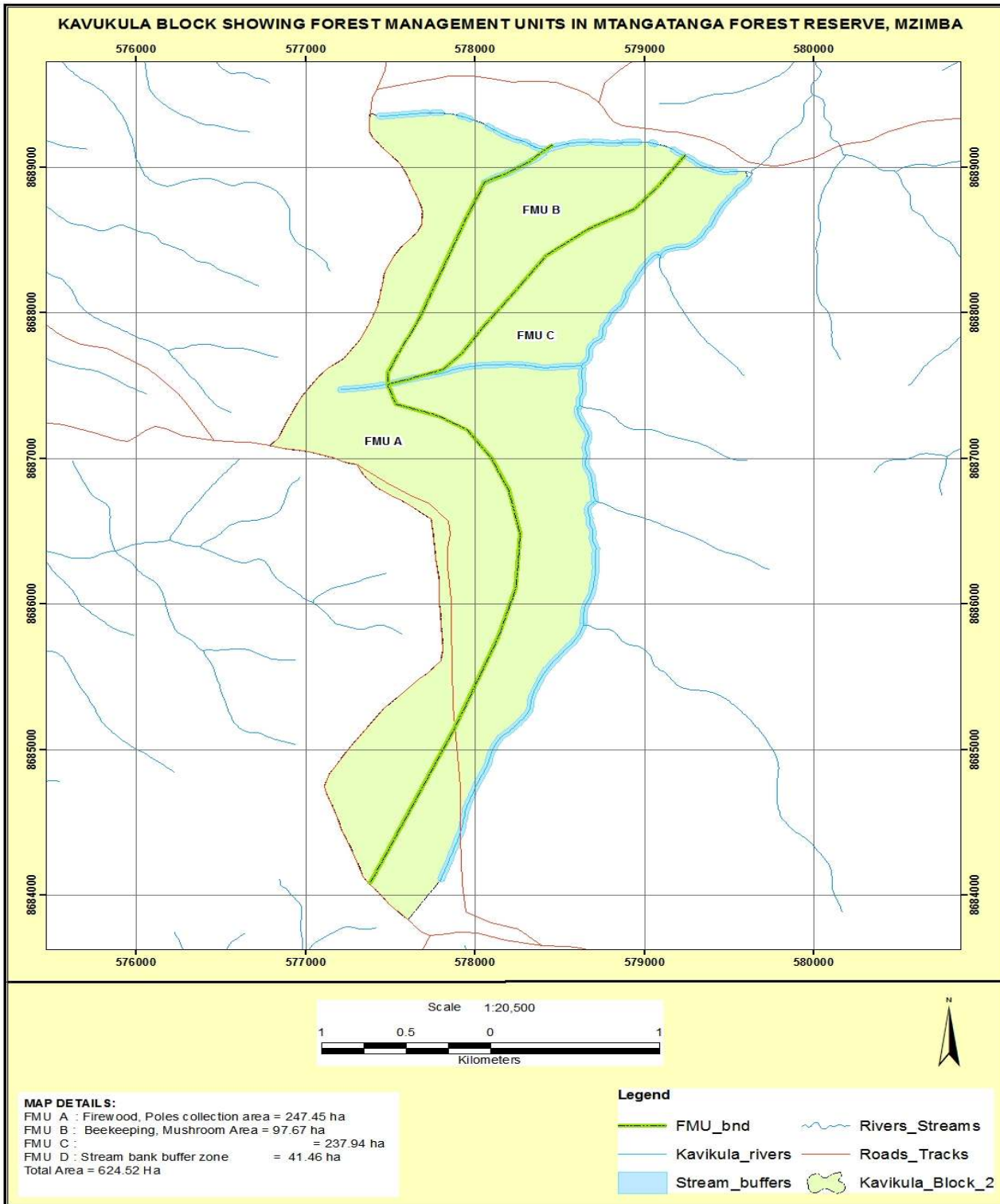
FMU A: Firewood and Pole Collection Area. The unit of 247.45 hectares shall be used for collecting dry and dead wood only. The unit will also be used for mushroom and fruit (masuku) collection.

FMU B: Bee Keeping and Mushroom Collection Area. The unit has an area of 97.67 hectares and shall mainly be used for honey production. The unit will also serve as a mushroom and masuku fruit production area.

FMU C: Grazing Area. The unit is 237.94 hectares and shall be used for live stock grazing. This unit mainly covers open dambo areas covered with grass suitable for animal pasture.

FMU D: Stream Bank Buffer Zone. The unit is set aside for water catchment protection and bee keeping. A strip of 20 meters on either side of streams shall be left intact. The total protected area is 41.46 hectares.

3.4 Map of Kavikula Block 2 with FMUs.



3.5 Resource Use Rules.

No	Resource Rules	Penalty
1	No cutting of live trees in the Block will be allowed.	Anyone found guilty of cutting trees in the Block shall pay a fine of K5, 000.
2	No sawing of timber is allowed without a valid permit/licence from the BMC.	Anyone found guilty of sawing timber in the Block without a valid permit/licence shall pay a fine of K10, 000 per tree and the timber shall be confiscated.
3	Dry wood will be collected free of charge by block members. Outsiders shall pay a fee of K100 per head load.	Any outsider found guilty of collecting firewood without a valid permit/licence shall pay a fine of K500 per head load, K5000 per oxcart and K20000 per vehicle followed by confiscation of the product.
4	No setting of bush fires is allowed in the block.	Anyone found guilty of setting bush fires shall pay a fine of K20, 000.
5	Everyone shall participate in Block forestry activities.	Anyone found guilty of refusing/failing to participate in Block forestry activities shall pay a fine of K500 per working day.
6	Mowing of thatch grass will be free of charge to block members, however, outsiders shall pay a fee of K500 per bundle	Any outsider found guilty of mowing thatch grass without a valid permit/licence shall pay a fine of K1000 and the grass shall be confiscated.
7	Grazing of livestock, only in designated areas, shall be free of charge to block members.	Any outsider found grazing animals in the block shall pay a fine of K5, 000 per head.
8	Hunting is prohibited in the block.	Any person found guilty of hunting in the block shall pay a fine of K10, 000.
9	Settling in the block is not allowed.	Anyone found guilty of settling in the block shall pay a fine of K100, 000.
10	Cultivating in the block is prohibited.	Anyone found guilty of cultivating in the block shall pay a fine of K100, 000.
11	No one should be found in possession of forest produce without a valid license or permit.	Anyone found guilty of possessing forest product without a valid permit/licence shall pay a fine of K20, 000 and the products will be confiscated.
12	No hanging of bee hives in the block without a valid permit/licence is allowed.	Anyone found guilty of hanging bee hives in the Block without a valid permit/licence shall be fined K5, 000 per hive and the hives will be confiscated.
13	Mushroom collection for domestic consumption is free of charge (K500 per pail for commercial use) with written permission from the BMC.	Anyone found collecting mushroom without written permission from the BMC will be fined K1000 and the produce will be confiscated.
14	Collection of medicines for domestic use is free of charge except for commercial purposes when a fee of K500 per bundle will be levied.	Anyone found collecting medicines in the block without written permission from the BMC will be fined K1000 and the produce will be confiscated.
15	Fruit collection is free of charge on written permission from the BMC.	Anyone found collecting fruits in the block without written permission from the BMC will be fined K1000 and the produce will be confiscated.
16	Charcoal burning is prohibited in the block.	Anyone found guilty of charcoal burning in the block shall pay a fine of K10, 000 and the product shall be confiscated.

3.6 Available Forest Resources

This section presents:

- Harvestable area in Kavikula Block 2 (Table 1)
- Estimate of available forest resources (Table 2)
- Domestic forest product requirements (Table 3)
- Forest product availability (Table 4)
- Collection/harvesting permit fees for different products (Table 5)
- Projected annual income from fees (Table 6)
- Forest management costs (Table 7)

Mtangata Forest Reserve Co-Management Plan for Kavikula Block 2

- Estimated annual cash flow for Kavikula Block 2 (Table 8)

The calculations are based on interviews with Kavikula Block 2 Management Committee members and on data collected from temporary sample plots inside the block. This information is primarily used for calculating the annual allowable harvest of firewood for commercial use after domestic requirements have been deducted. The information is also used for establishing the Enterprise Development Plan for selected forest resources in Kavikula Block 2.

Forest resources shall be harvested according to the block co-management plan and their estimated availability in the block. Harvesting of dry and dead wood will be applied to selected areas. In the same 21 ha coupes, timber trees shall be managed on a 33-year rotation period and poles shall be managed on a 12-year rotation period. Only selective cutting of timber shall apply and the trees shall be marked before felling. Table 1 presents the actual harvestable area of the block.

Table 1. Harvestable area of the block.

	Ha	Comments
Block area	624.52	
Unharvestable area (FMUs B, C and D)	377.07	This area comprises of stream banks protection, honey production, animal grazing and the buffer zone.
Harvestable Area (FMU A)	247.45	This is the area where fuelwood and pole collection apply

Table 2: Estimate of available forest resources.

Product Name	Use	Total/ha	Available in 21 ha coupe
Mbalabala	Rafters (small)	300	6300
Mapaso	House poles (medium)	375	7875
Michiko/Migololo	Ridge Pole (large)	175	3,675
Sito	Purlins (small)	225	4,725
Matabwa	Timber tree (only regenerants)	75	1,575
Mipini	Tree for making hoe handles	50	1,050
Nkhuni Dry	Dry Fuelwood (head loads)	75	1,575

Notes:

- Estimates based on four 20m x 20m sample plots inside the block
- 21 ha is the suggested annual harvesting coupe in the management plan

The total number of households represented by the block management committee is 189. Table 3 calculates the annual domestic forest product requirements of these 189 households.

Table 3: Domestic forest product requirements.

Product Name	Use	Annual requirement per household	Annual requirement for all 189 households
Mbalabala	Small poles for rafters	63 pieces ¹	11,907 pieces
Mapaso	House poles (small)	5 pieces ²	945 pieces
Michiko	Large poles (ridge pole)	0.75 pieces ³	142 pieces
Sito	Purlins (roof sticks)	27 pieces ⁴	5,103 pieces
Matabwa	Timber tree	n.a.	n.a.
Mipini	Tree for making hoe handles	1.6 handles ⁵	302 pieces
Nkhuni Green	Green Fuelwood	n.a.	n.a.
Nkhuni Dry	Dry Fuelwood	144 headloads	27,216 headloads
Nkhowani	Mushrooms (food)	n.a.	n.a.
Mankhwala	Medicinal plants	n.a.	n.a.

In the management plan the annual harvesting coupe is specified as 21 hectares. Not all domestic forest product requirements will be harvested or collected from the co-management block. Some will be collected from other areas including adjacent customary land. Table 4 shows the forest product availability (supply) in relation to domestic requirements taking this consideration into account. Any surplus products to domestic needs will be available for commercial harvesting permits/licences.

Table 4: Forest product availability.

Name	Domestic requirement for 189 households	Amount available from annual 21ha (FMU A) coupe	Surplus (+) or shortage (-)
Mbalabala (small poles)	11,907	6300	-5,607
Mapaso (medium poles)	945	7875	+ 6,930
Michiko (large poles)	142	3,675	+3,533
Sito (roof sticks)	5,103	4,725	-378
Matabwa (timber trees)	n.a.	1,575	+1,575
Mipini (hoe handles)	302	1,050	+748
Nkhuni Dry	27,216	1,575	- 25,641
Green firewood	n.a.	n.a.	n.a.

The Kavikula Block 2 Management Committee will issue harvesting permits/licences for different products at different rates, depending on whether they are for domestic (subsistence) or commercial use. Estimated domestic permit fee income and commercial permit fee income were calculated based on information provided during discussions with the block management committee and including a number of estimated variables. The domestic and commercial fee rates

¹ 500 pieces required for one house that lasts for 8 years

² 42 pieces required for one house that lasts for 8 years.

³ 6 pieces required for one house that lasts for 8 years.

⁴ 216 pieces required for one house that lasts for 8 years.

⁵ 5 pieces required for one house that lasts for 3 years.

set by the block management committee are shown in Table 5. Note that in the case of fuelwood, different rates have been set for local people (domestic consumption) i.e. by households in the villages represented in the block; outsiders (domestic consumption) i.e. by households in villages outside the block; and commercial i.e. firewood collected for sale to nearby towns regardless of membership.

Table 5: Collection/harvesting fees for different products.

Product Name	Domestic	Commercial
Mbalabala (small poles)	MK 150	MK 250
Mapaso (medium poles)	MK 150 per pole	MK250 per pole
Michiko (large poles)	MK 250 per pole	MK 500 per pole
Migololo	MK 500 per pole	MK1200 per pole
Sito (roof sticks)	MK 250 per bundle	MK 500 per bundle
Matabwa (timber trees)	n.a	n.a
Mipini (hoe handles)	MK 200	MK 300 per handle
Nkhuni Dry (headloads)	Free collection	MK 350 per headload
Nkhuni Green (m ³)	n.a.	n.a
Mortars	n.a	n.a
Walking stick	MK500	MK1000

Table 6: Projected annual income from domestic and commercial fees.

Product Name	Domestic sale (MK)	Commercial sale (MK)	Total income (MK)
Mbalabala	945,000	0	945,000
Mapaso	141,750	1,732,500	1,874,250
Michiko	35,500	1,766,500	1,802,000
Matabwa (only regenerants)	0	0	0
Sito	1,181,250	0	1,181,250
Mipini	60,400	224,400	284,800
Nkhuni Dry	0	0	0
TOTAL	2,363,900	3,723,400	6,087,300

These rates can be used to calculate the expected annual income from forest product harvestable in the block.

The estimated total annual income is therefore about MK 6,087,300. To generate this income in a sustainable way (through sustainable forest management), various activities need to be undertaken by members of the community (including the block management committee). These are carried out on the basis of voluntary inputs by community and committee members. The nominal costs of carrying out these activities have been calculated in order to off-set them against the sale of wood products. Note that normally these costs would not be paid out as cash for labour. Table 9 shows the estimated annual cost of these activities as proposed in the block management plan.

Table 7. Forest management costs.

Operation	Work Rate	Daily rate (MK)	Nominal cost (MK)
Boundary screefing (3.0 km of boundary)	60m per person per day (once per year)	MK 300	15,000
Controlled early burning	75 person days	MK 300	22,500
Patrolling	10 person days/week	MK 300	156,000
Total			193,500

Based on the information from the previous tables, an estimated annual cash flow for Kavikula Block 2 is shown in Table 8. This assumes that under the co-management model, 60% of the commercial fees and all the domestic fees will be retained in the block management account. 10% of the commercial fees will be transferred to the Local Forest Management Board account and 30% will be transferred to the Forest Development and Management Fund held at national level.

Table 8: Estimated annual cash flow for Kavikula Block 2.

Block Management Committee Account	MK	% of gross income
Domestic permits	2,363,900	
Commercial permits	3,723,400	
Gross Income	6,087,300	100 %
Less shares to LFMB account and FDF (40% of commercial income)	1,489,360	
Gross income to Block Management Committee	4,597,940	60%
Less nominal costs of forest management (labour inputs in kind)	193,500	
Effective Net Income	4,404,440	
<i>Average net income per ha</i>	<i>209,735.24</i>	
<i>Average net income per household</i>	<i>23,303.92</i>	
Local Forest Management Board Account		
Income from Kavikula Block 2 co-management block (10%)	608,730	
Income to LFMB	608,730	10%
Forest Development and Management Fund (FDMF)		
Income from Kavikula Block 2 co-management Block (30%)	1,826,190	
Income to FDMF	1,826,190	30%

3.7 Management Plans for Each Use

FMU A

Mtangata Forest Reserve Co-Management Plan for Kavikula Block 2

Forest Product	Dry Fuelwood – for domestic use only
Key Species	Mhana, Chiyombo, Msankhanya, Mlama, Mtondo, Mpapa, Chitonyololo, Chiyere
Demand	Dry Fuelwood – High
Supply	Dry Fuelwood – low
Problems/Issues	Dry Fuelwood – availability is relatively low to meet the demand. This is compounded by existence of uncontrolled fires in the block
Management Practices	Firewood will be collected selectively in FMU A only. Collection of dry fuel wood for domestic purposes shall take place from January to December each year.

Dry fuel wood will be allowed to be collected for domestic use only.

According to sample plot data there is an annual shortfall of about 25,641 headloads of dry fuelwood in Kavikula Block 2 to meet the domestic demand of surrounding villages. This deficit will be met from collections from unallocated customary woodland.

Allowable area and quantity per year	According to sample plot data there is not enough fuel wood to be harvested for sale in each annual coupe of 21ha.
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Permits	Kavikula Block 2 villagers: No fees. Outsiders: K500 per head load
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FMU A

Forest Product	Poles
Key Species	Mpapa, Masuku, Mtondo.
Demand	High
Supply	Medium
Problems/Issues	Wildfires, theft.
Management Practices	Poles are trees suitable for the purpose which are not marked as timber, or medicinal trees. All trees suitable for poles shall be marked before felling. Poles shall be piled and counted by species before being taken from the block.

In the first three years after selective cutting, the FMU shall be protected against fire to allow for regeneration. After this period, controlled early burning shall take place annually.

Cutting of poles shall be done at about 20 cm from the ground to facilitate coppicing.

Allowable area and quantity per year

Poles will be extracted in FMU A.

According to sample plot data approximately 6,930 mapaso (small poles) and 3,533 michiko (large poles) can be felled annually for commercial purposes (after domestic needs have been deducted) in each 21 ha coupe.

The annual harvesting of mapaso for domestic use is 945 trees and 6,930 for commercial purposes.

The annual harvesting of michiko for domestic use is 142 and 3,533 for commercial purposes.

Fees

Mapaso pole-size trees for domestic use will attract a fee of K150 per pole and michiko pole-size trees K250. For mapaso this means an income of K141, 750 and K35, 500 for michiko.

Mapaso for commercial purposes will attract a fee of K250 and michiko K500. For mapaso this means an income of K1, 732, 500 and K 1,766,500for michiko.

FMU A

Forest Product

Timber

Timber trees are trees suitable for purposes of sawing lumber (planks). All trees suitable for timber shall be marked. Logs have to be piled and counted by species, before being taken from the block.

Key Species

Indigenous species such as: Chiyere, Katope, Mlewezi, Kawizi, Mpapa, Kabale, Msuku, Muwale

Demand

High

Supply

Low

Problems/Issues

Theft, wastage and lack of silvicultural management.

Management Practices

Only small-sized tree species of timber trees are found in FMU A, which means that there will be no harvesting of timber trees for the next 15 to 30 years.

Mtangata Forest Reserve Co-Management Plan for Kavikula Block 2

Enrichment planting of valuable indigenous species shall be done along stream banks and on open dambo areas.

Allowable area and quantity per year N/a

Fees N/a

FMU B

Forest Product Honey

Key Species Flowering trees such as *Piliostigma thonningii*, *Syzygium cordatum*, *Faurea species*, *Brachystegia species*, *Vangueria infausta*, *Bridelia micrantha*.

Demand High

Supply Low

Problems/issues Lack of modern standard beehives and associated technical knowledge.
Beekeeping practices that have used traditional methods have been detrimental to the forest area – cutting of trees for hive-making, debarking or harvesting honey using primitive practices i.e. fire.
Lack of capacity building in bee keeping and management.

Management Practices Permission must be granted from the Block Management Committee and a register of users kept.
Standard beehives should be used and no trees should be cut for making hives or harvesting honey. Each beehive must be marked stating the name of the owner and number of beehives.

Allowable quantity per year On obtaining permission, the beekeeper is allowed to keep as many beehives as technically possible in the block.
Any honey produced shall be solely owned by the beekeeper who shall be free to consume or sell as they see fit.

Fees royalties Once permission is granted, the beekeeper shall pay K500 per year per beehive to the Block Management Committee.

FMU C

Forest Product Pasture

Key Species Dambo grass with scattered *Syzygium cordatum*, *Ficus capensis* and other riverine species.

Demand High

Supply Medium

Mtangatanga Forest Reserve Co-Management Plan for Kavikula Block 2

Problems/Issues	Wildfires and over – grazing.
Management Practices	Grazing shall be regulated by the BMC and will be on rotational basis to give chance to the browsed fodder to regenerate. No cutting of trees in this unit as they are for water conservation.
Allowable area and quantity per year	Grazing will be applied to designated areas only.
Fees	No fees

FMU D

Forest Product Key Species	Stream bank protection <i>Syzygium cordatum, Ficus capensis, Faurea species</i> and other riverine species
Demand	High
Supply	High
Problems/Issues	Wild fires leading to some streams drying off during the hot months of the year.
Management Practices	Enrichment planting of valuable indigenous riverine species shall be done along stream banks and on open dambo areas. No exotic species will be planted.
Allowable area and quantity per year	N/a
Fees	N/a

All FMUs

Forest Product	Mushrooms
Key Species	<i>Piliostigma thonningii, Syzygium cordatum, Faurea species</i> and <i>Brachystegia species</i>
Demand	High
Supply	High
Problems/ issues	Damage to soil and vegetation reduce the productivity and availability of mushrooms during the growing period. This is compounded by over grazing and uncontrolled bush fires.
Management	Anyone collecting mushrooms must obtain a permit from the Block

Mtangatanga Forest Reserve Co-Management Plan for Kavikula Block 2

Practices	Management Committee. Harvesting will be done in all FMUs where mushrooms are available. Harvesting of mushrooms must be done carefully to prevent any damage to the ecosystem. Stalks should be snapped off gently at the base. Collectors should only take mushrooms that have matured; young mushrooms should not be removed.
Allowable quantity per year	There is no limit to the amount of mushrooms collected by surrounding villagers involved in Kavikula Block 2.
Fees royalties	Those outside the block shall pay K250 and K500 per permit for 1 small basin and 1 pail, respectively.

All FMUs

Forest Product	Medicinal Plants
Key Species	Muyokayoka, Muzakaka, Mguzabango, Mlombe, Mpokwa, Msolo, Mzobala
Demand	Medium
Supply	Medium
Problems/issues	Poor harvesting practices (ring-barking, uprooting, etc.).
Management Practices	Felling or ring barking of trees is not permitted. Removal of roots shall be done with minimal damage. Only 10% of roots can be removed from any one tree. Within harvested coupes medicinal plants will be protected and marked by the Block Management Committee. No person shall harvest any of these trees.
Allowable quantity per year	Collection of medicinal plants is free of charge to villagers at any time taking any required amount for subsistence use. However, the resource rules must be followed.
Fees royalties	If commercial users want to access the block then they shall pay a license fee of K200 per bundle. They must harvest within the resource rules.

3.8 Activity Plan

Mtangatanga Forest Reserve Co-Management Plan for Kavikula Block 2

NO	ACTIVITY	TASK	RESOURCES	RESPONSIBLE PERSON	TIME FRAME
1	Collecting of firewood and poles	<ul style="list-style-type: none"> • Marking • Collection of dry firewood • Stacking • Transporting to roadside • Recording of volumes • Issuing of permits 	Pangas, axes, bow saws, chainsaws, oxcart, measuring tapes books for record keeping	Kavikula Block 2 BMC, block members, Front Line Staff.	Apr - Nov
2	Boundary/fire break maintenance	<ul style="list-style-type: none"> • Slashing • Screefing 	Hoes, slashers, axes, pangas	Kavikula Block 2 BMC, block members, Front Line Staff	Apr - May
3	Enrichment planting	<ul style="list-style-type: none"> • Identification of sites • Marking for pitting and actual pitting • Controlled burning • Planting • Weeding 	Hoes, axes, ropes, picks, planting trowel, containers, pangas and tape	Kavikula Block 2 BMC, block members, Front Line Staff.	Dec - Apr
4	Nursery establishment and management	<ul style="list-style-type: none"> • Site identification • Terracing • Seed sowing • Pot filling • Watering • Pricking out • Pot cultivation 	Nursery equipment: watering canes, hoes, shovels, rake, wheel barrow, polythene tubes and seed.	Kavikula Block 2 BMC, block members, Front Line Staff.	Aug - Dec
5	Controlled early burning	<ul style="list-style-type: none"> • Patch burning 	Pangas, slashers, hoes.	Kavikula Block 2 BMC, block members, Front Line Staff	Apr -May
6	Seed procurement	<ul style="list-style-type: none"> • Seed collection • Seed processing 	Containers, hooking sticks, rudders	Kavikula Block 2 BMC, block members and Forestry Department	Dec - May
7	Transportation of seedlings from the nursery to planting site	<ul style="list-style-type: none"> • Transportation 	Containers, oxcart, wheelbarrows	Kavikula Block 2 BMC, block members, Front Line Staff	Dec - Apr
8	Conduct meetings	<ul style="list-style-type: none"> • Community meetings 	Papers, ballpoints, note books	Kavikula Block 2 BMC, block members, Front Line Staff	Jan - Dec
9	Community training	<ul style="list-style-type: none"> • Conduct training of community members on forestry & business skills 	Training materials	Kavikula Block 2 Management Committee, community, members and Forestry Front Line Staff	May - Jun
10	Reduce illegal activities in the Block	<ul style="list-style-type: none"> • Conduct patrols 	Pangas, identification cards, receipt books, rubber stamps	Kavikula Block 2 BMC, community members and other stakeholders	Jan - Dec
11	Silvicultural activities	<ul style="list-style-type: none"> • Coppicing 	Axes and pangas	Kavikula Block 2 BMC, block members, Front Line Staff	Jun - Jul
12	Collection of non-wood forest products	<ul style="list-style-type: none"> • Fruits, Honey, Mushrooms, Medicine 	Beehives, bee suits, hive tools, hoes	Community members	Jan - Dec
13	Forest protection	<ul style="list-style-type: none"> • Protection against destructive agents 	Pangas, hoes, shovels, Axes	Kavikula Block 2 BMC, block members, Front Line Staff.	When required

3.9 Patrolling Plan

- The Block Management Committee shall appoint community members to conduct weekly patrols according to established patrol schedule.
- Members of the Block Management Committee and LFMB shall undertake patrols every two months – a patrol schedule shall be prepared at the beginning of every year.
- All licensees or permit holders shall report any illegal activities that they observe during the course of their work. Failure to do so will result in cancellation of their permit/licence.

3.10 Monitoring Plan

Monitoring of activities and fees/licenses are included in sections 3.7 and 3.8. Furthermore, the following issues shall be observed:

- Quarterly reports shall be produced by the Block Management Committee that includes information on all activities according to the activity plan and the financial management of the block.
- Records shall be kept by the Block Management Committee.
- Regular review meetings shall be held together with FD.
- Field visits by FD, Village Headman, LFMB and Block Management Committee shall be conducted on a regular basis.

3.11 Financial Issues

Any payment made to the Block Management Committee shall be used as per the constitution of the Block Management Committee.

4. Management Authority and Time Frame

The forest resources of Kavikula Block 2 in Mtangatanga forest reserve shall be managed by the Kavikula Block 2 Management Committee, together with Forestry Department Staff. Kavikula Block 2 Management Committee is an official body registered with M'belwa district council.

The management plan of Kavikula Block 2 starts when it has been endorsed by all the relevant stakeholders and will be monitored monthly. The plan will be reviewed after every 3 years.

Co-management Agreement (*Forestry Act, 1997 Section 25*)

THIS AGREEMENT is made the day of
BETWEEN Director of Forestry, Ministry of Environment and Climate Change Management, hereafter referred to as the Government, and local residents of Kachelenga **Chirwa, Telinala Tchiri, James Tchiri, Daudi Chirwa and Zebediya Chipeta** villages of Traditional Authority Kapingo Sibande in Mzimba district represented by **KAVIKULA BLOCK 2 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 the transfer of management authority and ownership of forest resource of **MTANGATANGA FOREST RESERVE – KAVIKULA BLOCK 2**, in order to promote forest management and the enhancement of livelihoods of the forest adjacent communities.

NOW IT IS HEREBY AGREED as follows

1. The Government shall upon 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 communities of **Kachelenga Chirwa, Telinala Tchiri, James Tchiri, Daudi Chirwa and Zebediya Chipeta** villages.
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 the Co-Management Plan.

LFO OBLIGATION

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 Management Plan.

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- b) The LFO shall enforce the powers that have been devolved to them by the Government in the Forest Rules 2001 – Part III Village Forest Areas (6), 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 to issue permits and Licenses for forest produce for the benefit of the local community forest resource – rights holders of the aforementioned village(s) as set out in the annexed management plan.
- d) To assist the District Forestry Officer with the issuing of conveyance certificate from the District Forestry 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.
- f) Revenue accruing from the forest resource shall be equitably utilised by the community in accordance with the LFO Constitution and as per agreements reached at General Assembly 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 accounts of the Local Forest Management Board of MTANGATANGA Forest Reserve, with transfers being made on a quarterly basis.
- h) 30% of the share of revenue accruing from the issue of commercial harvesting permits and licenses (i.e. those permits and licenses not issued for domestic or subsistence purposes) shall be deposited into the accounts of the Forest Development and Management Fund 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 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.

DISTRICT ASSEMBLY OBLIGATIONS

4. In particular the District Assembly, represented by the District Forest Officer, shall provide:
- (a) Technical expertise to support the implementation of the attached management plan.
 - (b) Advise and assist with monitoring local accountability mechanisms including, conduct of meetings, elections, by-elections, record keeping and reporting.
 - (c) Assist the coordination of forest law enforcement activities between the organization, traditional leaders, Local community policing forum, local police officers and the District Magistrate in accordance with annexed management plan.
 - (d) With the local forest organization jointly monitor the Block 2 demarcated in the management plan to ensure management is in accordance with this agreement and in accordance with standard and guidelines for participatory forest in Malawi.
 - (e) In line with licensing procedures issue conveyance certificates against verified documentation to ensure legal transportation of forest products.

FORESTRY DEPARTMENT OBLIGATIONS

5. In particular the Forest department shall;

- a) Provide technical expertise to support the joint implementation with the LFO and the timely revision of the Co-Management Plan.
- b) Advice and assist with monitoring local accountability mechanisms including, conduct of meetings, elections, by-elections, record keeping, financial accounting and reporting.
- c) Provide a basis 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 item 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 the Co-Management Plans.
- 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.

Mtanganga Forest Reserve Co-Management Plan for Kavikula Block 2

- 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, organization, 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) 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 Organisation Registration Agreement.

COMMENCEMENT, DURATION AND TERMINATION

5. This Agreement shall come into effect when signed by Director of Forestry, representatives of the parties, and shall be binding indefinitely subject to clause 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;
 - a. Negligence or failure to protect, manage and control the co-management block.
 - b. If the LFO commits any serious breach of the agreement.
7. The powers stipulated in clause 6 above, shall not be exercised unless the Government has tried all efforts to resolve or correct the situation amicably.
8. In cautioning the local community the Director of Forestry shall cite the shortcoming 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;
 - a. If there is serious breach of this agreement.
 - b. If for any reason the community finds itself unable or unwilling to continue with the activities of the designated forest area.
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 Block.

DEMARCATIION AND BOUNDARY

11. Division or delineation of forest areas shall be as displayed on the map contained in the Co-management Plan.

DISPUTES

12. In the event of any dispute arising under the Forest 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

[Handwritten signature]

DIRECTOR OF FORESTRY

Dated: 14-2-14

AND

W. Tsheni
DIRECTOR OF FORESTRY
2014-02-14
P.O. BOX 30048
BONGWE 3
771 000

CHAIRPERSON LOCAL FOREST ORGANISATION (KAVIKULA BLOCK)

Dated: 21/02/2014

WITNESS: *James Tsheni*

Mphahlele Lungu

VILLAGE HEADMAN/WOMAN

Dated: 21/02/2014

[Handwritten signature]

TRADITIONAL AUTHORITY

Dated: 21st Feb. 2014

[Handwritten signature]

DISTRICT COMMISSIOER

Dated: 21/02/2014

[Handwritten signature]

CHAIRPERSON, LOCAL FOREST
MANAGEMENT BOARD

Dated: 21/02/2014

Annex 1. Kavikula Block 2 Constitution and By-Laws

NAME: Kavikula Block 2 Co-Management Committee

ADDRESS: C/O Kamwilo FP School
P.O. Box 20
Chikangawa

PURPOSE/OBJECTIVE:

- To get benefits from the Kavikula Block 2 to improve livelihoods.
- To manage forest products in the block on a sustainable basis.
- To empower the committee and the communities to protect, manage and regulate the utilization of natural resources in Kavikula Block 2 in a transparent and equitable manner.

COMPOSITION OF THE MANAGEMENT COMMITTEE:

The committee shall be composed of:

- Chairperson
- Vice chairperson
- Secretary
- Vice secretary
- Treasurer
- Vice treasurer
- Committee members

FUNCTIONS OF THE COMMITTEE:

1. To lead the village communities in sustainable management of natural resources.
2. To co-operate with other development committees in the area.
3. To propose changes/amendments to the management plan and present them to the community for scrutiny and approval.
4. To compile and present financial records of community funds, showing all transactions.
5. To issue permits/licences of forest products from Golong'ondo Block 3.
6. To facilitate establishment and promotion of IGA's related to forest products.

ELIGIBILITY:

- All citizen of Kavikula Block 2,
- All people aged 18 years and above
- People from outside but who have stayed in the area for more than 3 years.

PERIOD FOR TERM OF OFFICE:

Any elected person shall hold office for a period of two years, and a maximum of 2 concurrent terms.

DISQUALIFICATION OF THE OFFICE BEARER:

Any office bearer shall be removed from the office upon failure to discharge his or her assigned duties. This will be done after warning such a person at least three times.

The community shall have the powers to remove any person from the office upon approval of the committee.

SUBMISSION OF AN APPEAL AFTER BEING DISQUALIFIED / REMOVED FROM OFFICE:

Any person upon his/her removal from the office is allowed to make an appeal through the committee to the communities.

LEAVING THE OFFICE BEFORE EXPIRY DATE:

Any person who intends to leave the office before the expiry of their tenure due to unforeseen circumstances shall do so but will be requested to give a one month's notice.

DISSOLUTION OF THE COMMITTEE:

Upon failure to perform or discharge their duties diligently, the wider community shall converge a meeting and dissolve the incumbent committee and elect new office bearers.

ELECTION PROCESS:

Election shall be conducted once every two years unless the incumbent committee faces dissolution. The elections shall be conducted following the secret ballot procedure.

MEETINGS:

The Block meetings shall be conducted at the block site once a month.

QUORUM:

The meetings shall be duly constituted when half of the members are present including the chairperson and the secretary. Some sections of the constitution may be amended by at least a two thirds majority vote.

PENALTIES:

Any person who willfully fails to attend meeting shall be liable to pay K50.00 penalty fee.

RECORD KEEPING:

- Any sales of forestry produce shall be accompanied by receipts.

Mtangatanga Forest Reserve Co-Management Plan for Kavikula Block 2

- The committee shall issue permits/licences of forest produce from Golong'ondo Block 3 and the treasurer shall issue receipts.
- The secretary shall at all the time record all the minutes of the meetings and deliberations and keep them safely.
- The treasurer shall keep up dated financial records in a transparent manner and be able to produce them anytime they are required.

MANAGEMENT OF KAVIKULA BLOCK 2:

Forest produce allowed to be collected from the Kavikula Block 2 include:

- poles
- dry firewood
- mushroom
- medicine
- grass
- mapala (caterpillars)
- Fruits

PROHIBITED OPERATIONS IN KAVIKULA BLOCK 2:

- setting fires
- felling live trees
- Pit sawing
- honey collection without a permit
- charcoal burning

OFFENCES AND PENALTIES:

Anybody involved in the following offences shall be liable for the following penalties:

- | | | |
|----------------------------------|---|---------------------|
| • Burning charcoal | - | K10,000.00 |
| • Setting fires | - | K20,000.00 |
| • Collecting honey | - | K 5,000.00 |
| • Collecting firewood (ngolo) | - | K 5,000.00 |
| • Collecting firewood (vehicles) | - | K20,000.00 |
| • Collecting poles | - | K 5,000.00 per pole |

BENEFIT SHARING:

All benefit accrued from forest products shall be used to manage the block. This will be kept in the bank account. Members of the block and vulnerable groups will also benefit. The benefit sharing will relate to the daily individual inputs as indicated in the daily attendance register.

SOURCES OF INCOME:

- Sales of firewood from the block
- Sales of poles from the block

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- Licensing of products from the block.

Annex 2. Agreed roles and responsibilities for stakeholders.

Mtanganga Forest Reserve Co-Management Plan for Kavikula Block 2

Stakeholder	Roles and responsibility
Village headman	<ul style="list-style-type: none"> • Calling meetings for village developmental issues. • Conducting village meetings. • Solving village cases.
Kavikula Block 2 Management Committee	<ul style="list-style-type: none"> • Managing the block according to management plan. • Receiving visitors to the block. • Coordinating forestry matters in the block.
Chairperson	<ul style="list-style-type: none"> • Calling for block meetings. • Conducting committee meetings. • Representing the BMC in other fora.
Secretary	<ul style="list-style-type: none"> • Recording and keeping minutes of meetings. • Keeping records of the block. • Communicating with other organisations. • Inventorying assets of the block.
Treasurer	<ul style="list-style-type: none"> • Keeping funds generated from the block. • Recording financial transactions in the block. • Banking and issuing cash.
Committee member	<ul style="list-style-type: none"> • Participating in all block discussions.
Community	<ul style="list-style-type: none"> • Executing activities of the block plan. • Participating in committee elections.
VDC/ADC	<ul style="list-style-type: none"> • Calling for village development meetings. • Making village rules. • Linking villages to the district assembly.
TA	<ul style="list-style-type: none"> • Facilitating establishment of development issues. • Providing oversight to management of villages.

Annex 3. Names of Members of Kavikula Block 2 Management Committee

Chairman : Wackson Tchiri
 Vice : Maloni Chirwa

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Secretary : Clara Nyirenda
Vice : Frank Sakala

Treasurer : Elizabeth Nyirenda

Members : Austin Chakwira
Loyda Soko
Getrude Nyirenda
Lymon Chipeta
Thomas Tchiri

Annex 4. Benefit Sharing Arrangement:

A Community Development Fund shall be established for sharing the benefits (accruing from the Reserve) within the Five (5) Villages. Details of the benefit sharing arrangements are described below.

- a. **7%** will be a contribution to community development initiatives like schools, bridges etc.
- b. **14%** will be for supporting orphans, the elderly, people with disabilities, widows/widowers, and other disadvantaged groups.
- c. **43%** will be a contribution towards the Green Belt Initiatives to support food security.
- d. **14%** will be for a Revolving Programme to be agreed. Households will be identified and supported with a start-up package. Proceeds will then be passed on to other Households until all benefit under the Programme.
- e. **10%** will be allocated to buy livestock ie chickens as a pass on programme.
- f. **10%** will be operational costs to enable the BMC and Community Members perform their functions under the Co-Management Agreement, constitution and Registration Agreement.
- g. **2%** shall be retained in the BMC Bank Account.