



**MALAWI GOVERNMENT**

**MINISTRY OF LOCAL GOVERNMENT, UNITY AND CULTURE**

**REPORTING GUIDE FOR LOCAL AUTHORITIES**

*December, 2025*

**LILONGWE, MALAWI**

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## **1.0 Introduction**

In accordance with the National Decentralization Policy and other relevant national and sectoral policies, this Guide provides direction and guidance on local authority reporting matters i.e. for District Commissioners (DCs) and Chief Executive Officers (CEOs) to Ministry of local Government, Unity and Culture (MLGUC) through the Secretary for Local Government, Unity and Culture (SLGUC) and other Ministries, Departments and Agencies (MDAs), which have devolved their functions, human resources and finances to local government authorities. The Guide is designed to ease reporting, minimize duplications and double reporting, and also facilitates effective consolidation and aggregation of data and information.

### **1.1. Issues to be reported by the DCs/CEOs to the MLGUC/SLGUC**

#### **1.1.1 General Matters**

- a) Location i.e. geographical locality of the local authority (LA), size and population by gender;

Rumphi is one of the 28 Districts in Malawi located in the Northern region. It is bordered by Chitipa in the North, Karonga in the North East, Mzimba in the South and Nkhata-Bay in the South East. The district's administrative headquarters is situated approximately 70 km from Mzuzu, the Northern Region's commercial hub, and 435 km from the capital city, Lilongwe.

The projected population for Rumphi district in 2024 is 272,802 (Population and Housing Census report, 2018) of which 131,336 are males and 135,832 are females. The district has an estimated annual growth rate of 3%. Average population density is 50 persons/km<sup>2</sup> with 46% of the population Under-15.

#### **1.1.2 State of security and peace;**

Rumphi district has historically maintained peace and harmony among its diverse population with no major hazards on governing authority or the citizenry occurring in the district to warrant the description of a risky district in Malawi. People of different tribes (Tumbukas in majority) have been coexisting together without any major detection of concerns or threats from its citizens or externally, apart from rhetoric concerns on politics, economics, allegations of theft of Government resources, sabotages, and chieftaincy wrangles, of which some, are

inconclusive in courts. Good examples being Zolokele chieftaincy and boundary issues between Mwamlowe and Mwalweni

### 1.1.3 Food situation;

From the table below, 3860 farming households have no food from their own production out of 62945 representing 6.1 percent. This is higher than last season same time where 1836 farming households of 58213 no food from own production representing 3.2 percent.

**Table 1 Food situation as of 6<sup>th</sup> January 2026.**

Name of EPA	2025/26			2024/25		
	Total Farm Households	Farm Households without own food	% Farm Households without own food	Total Farm Households	Farm Households without own food	% Farm Households without own food
Katowo	6712	334	4.98	6,645	7	0.1
Mwazisi	6474	403	6.2	6,858	385	5.6
Bolero	15766	1527	9.7	14958	567	4
Mhuju	14810	444	3	12305	369	3
Nchenachena	8089	513	1.1	7352	41	0.6
Chiweta	7514	526	7	7316	439	6
Mphompha	3578	113	2	2779	28	1
<b>District</b>	<b>62945</b>	<b>3860</b>	<b>6.1</b>	<b>58213</b>	<b>1836</b>	<b>3.2</b>

### 1.1.4 Food Availability.

Admarc was not selling maize during this fortnight but farmers could buy maize from local vendors. Other food crops like sweet potatoes, irish potatoes, pumpkins and green maize were also available to some farmers in the EPAs. These crops could be found in all the local markets, helping to add to household food supplies. Table below presents market prices for some food commodities:

**Table 1 PRICES OF FOOD COMMODITIES as of January 2026**

NAME OF THE COMMODITY	AVERAGE PRICE/Kg 2024/2025	AVERAGE PRICE/Kg 2025/2026
Maize grain polished	791.95	1,150.77
Cassava Root	910.98	2,188.83
Cassava Dry	769	1,213.00
Soya bean	2199.50	3,188.00

Rice polished	1975.45	3,986.88
Finger millet	1636.05	3,881.75
Shelled groundnuts	6494	9,876.56
Unshelled groundnuts	753.56	2,330.98
Beans general	3410.31	6,153.33
Ground beans	-	3,938.00
Tomato	1674.56	2,267.79
Onion	1791.03	2,855.96
Chinese Cabbage	689.64	1,071.01
Mustard	727.34	1,150.28
Potato	1895.46	2,435.72
Cabbage	696.26	1,613.02
Cocoa yams	1306	3,365.61
Green pepper	2246	3,876.33
Beans mix	4135	4,804.79
Peas	-	6,133.62
Rape	-	1,162.99
Pumpkin leaves	-	1,302.78
Banana	-	2,421.31

The prices of agricultural commodities in this growing season are higher as compared to prices of agricultural commodities during the same time last growing season. Prices for different commodities are highly fluctuating in nature responsive to market forces.

### **1.1.5 Copping mechanisms**

- Purchasing from fellow farmers
- Consuming their own produce obtained from winter cropping
- Doing piece work to purchase and in exchange for food
- Engaging in piece work to purchase food
- Remittances from relatives

### **1.1.6 Relief food distribution.**

Beneficiaries have been identified and waiting to receive the food aid.

### **1.1.7 Crop situation.**

All rainfed crops have been harvested while the the crops that are under irrigation are now ranging from vegetative to reproductive stage.



Figure 1 showing crops under irrigation

### 1.1.8 Disasters and Calamities

None.

#### 1.1.8.1 Pest and Diseases

Main pests seen in crop during this fortnight period were fall army worm, maize stalk borer, rodents, grasshoppers and termites. The crop diseases noticed included maize streak virus, early and late blight, head smut, dumping off and rust.

**Table 2: Fall army worm table**

EPA	Maize Area in Hectares				Affected Farming Households		
	Area Planted(HA )	Affected( ha)	Infestation level (%)	Sprayed area(HA)	MHH	FHH	TOTAL
Mwazisi	90	36	56	23	44	23	67
Bolero	257	51	40	51	131	45	176
Mhuju	623	240	35	210	126	69	195
Nchenachena	854	222	49	154	139	94	233
Chiweta	141	58	20	32	11	7	18
Mphompha	160.3	9	15	8.4	67	32	99
<b>DAO Total</b>	<b>2125.3</b>	<b>616</b>	<b>39</b>	<b>478.4</b>	<b>518</b>	<b>270</b>	<b>788</b>

The table shows that a total of 2,125.3 hectares of maize were planted across the six EPAs, of which 616 hectares (about 29%) were affected by Fall Army Worm, with an average infestation level of 39%. Out of the affected area, 478.4 hectares (78%) were sprayed. The infestation affected 788 farming households, including 518 male-headed and 270 female headed

households. The most affected EPAs were Nchenachena and Mhuju, while Mwazisi recorded the highest infestation rate (56%).

## 1.1.9 SPECIAL PROGRAM

### 1.1.9.1 Farm Input Subsidy Program

The district was allocated a total of 14,214 bags of NPK and 14,214 bags of Urea under FISP. As of 5<sup>th</sup> January 2026, 3,924 bags of NPK and 5,979 bags of Urea had been redeemed, representing 27.6% and 42.1% redemption respectively. 35 percent of the fertilizer received has been redeemed at district level.

Table 5 below presents the status of fertilizer redemption under the Farm Input Subsidy Programme (FISP) by EPA and market across the district. The table shows the targeted quantities of NPK and Urea per EPA and per market, the number of bags redeemed, quantities not received, and the corresponding redemption percentages.

**Table 3 showing redemption of FISP fertilizer**

EPA	Market	Target		# of bags Redeemed		Quantities not Received		Fertilizer Redemption %	
		NPK	Urea	NPK	Urea	NPK	Urea	NPK	Urea
Katowo	Chisimuka	523	523	200	600	323	-77	38.2	114.7
	Katowo	1472	1472	200	600	1272	872	13.6	40.8
Mphompha	Mphompha	1042	1042	400	400	642	642	38.4	38.4
Bolero	Bumba	617	617	150	150	467	467	24.3	24.3
	Betere	254	254	200	200	54	54	78.7	78.7
	Bolero	2398	2398	200	200	2198	2198	8.3	8.3
Chiweta	Chiweta	774	774	150	150	624	624	19.4	19.4
	Tcharo	109	109	109	109	0	0	100	100.0
Nchenachena	Lula	1338	1338	1000	1600	338	-262	74.7	119.6
	Livingstonia	610	610	365	120	245	490	59.8	19.7
Mhuju	Mhuju	1853	1853	450	950	1403	903	24.3	51.3
	Mzokoto	1092	1092	150	150	942	942	13.7	13.7
Mwazisi	Kamphenda	716	716	150	150	566	566	20.9	20.9
	Mwazisi	1128	1128	200	600	928	528	17.7	53.2
	Thazima	288	288	0	0	288	288	0	0
<b>District</b>		<b>14214</b>	<b>14214</b>	<b>3924</b>	<b>5979</b>	<b>10290</b>	<b>8235</b>	<b>27.6</b>	<b>42.1</b>

*NB: Some markets, notably Chisimuka in Katowo EPA and Lula in Nchenachena EPA, recorded Urea redemption quantities exceeding their allocated targets. The excess redemption was done by nearby VDCs due to proximity and convenience.*

### 1.1.10 Farm mechanization

No machinery is functioning in the department

### **1.1.11 CHALLENGES**

- Mobility- the department has no any vehicle or motor bikes this makes movement to be a challenge.
- Lack of equipments for farm mechanization
- Fall army worm in irrigation sites
- Under staffing
- 

### **1.1.12 RECOMMENDATIONS**

- Continue facilitating spraying against fall army worm
  - Vacant posts to be filled
  - Provide more transport facilities for the department
  - Provide farm mechanization equipments
- b) Management of Affordable Input Programme (AIP), and other strategic programmes, sub-programmes and projects such as District Development Fund (DDF), Infrastructural Development Fund (IDF), Constituency Development Fund and Water Resources Fund, etc.;

The Rumphi District Agriculture Development Office is one of the five district offices under the Mzuzu Agriculture Development Division (ADD). The district oversees seven Extension Planning Areas (EPAs), namely Bolero, Mhujū, Mphompha, Mwazisi, Katowo, Chiweta, and Nchenachena, comprising a total of 75 sections. Rumphi District has 59,432 farming households, of which 35,129 are male-headed and 24,303 are female-headed.

For the 2025/26 agricultural season, the district has been allocated 14,214 beneficiaries under the Farm Input Subsidy Programme (FISP), representing a 28% reduction from the 18,195 beneficiaries allocated in the 2024/25 season. Despite this reduction, the district has progressed well with beneficiary registration and is currently finalizing the process.

The Farm Input Subsidy Programme (FISP) is a Government of Malawi initiative aimed at improving food security and increasing agricultural productivity among smallholder farmers by providing subsidized farm inputs. This report presents the status of FISP implementation in the district as at 5<sup>th</sup> January 2025.

## **2.0: CURRENT STATUS OF FISP IMPLEMENTATION**

The district was allocated a total of 14,214 bags of NPK and 14,214 bags of Urea under FISP. As at 5<sup>th</sup> January 2026, 3,924 bags of NPK and 5,979 bags of Urea had been redeemed, representing 27.6% and 42.1% redemption respectively.

Table below presents the status of fertilizer redemption under the Farm Input Subsidy Programme (FISP) by EPA and market across the district. The table shows the targeted quantities of NPK and Urea per EPA and per market, the number of bags redeemed, quantities not received, and the corresponding redemption percentages.

**Table 6: shows distribution of farm input subsidy**

EPA	Market	Target		# of bags Redeemed		Quantities not Received		Fertilizer Redemption %	
		NPK	Urea	NPK	Urea	NPK	Urea	NPK	Urea
Katowo	Chisimuka	523	523	200	600	323	-77	38.2	114.7
	Katowo	1472	1472	200	600	1272	872	13.6	40.8
Mphompha	Mphompha	1042	1042	400	400	642	642	38.4	38.4
Bolero	Bumba	617	617	150	150	467	467	24.3	24.3
	Betere	254	254	200	200	54	54	78.7	78.7
	Bolero	2398	2398	200	200	2198	2198	8.3	8.3
Chiweta	Chiweta	774	774	150	150	624	624	19.4	19.4
	Tcharo	109	109	109	109	0	0	100	100.0
Nchenachena	Lula	1338	1338	1000	1600	338	-262	74.7	119.6
	Livingstonia	610	610	365	120	245	490	59.8	19.7
Mhuju	Mhuju	1853	1853	450	950	1403	903	24.3	51.3
	Mzokoto	1092	1092	150	150	942	942	13.7	13.7
Mwazisi	Kamphenda	716	716	150	150	566	566	20.9	20.9
	Mwazisi	1128	1128	200	600	928	528	17.7	53.2
	Thazima	288	288	0	0	288	288	0	0
<b>District</b>		<b>14214</b>	<b>14214</b>	<b>3924</b>	<b>5979</b>	<b>10290</b>	<b>8235</b>	<b>27.6</b>	<b>42.1</b>

*NB: Some markets, notably Chisimuka in Katowo EPA and Lula in Nchenachena EPA, recorded Urea redemption quantities exceeding their allocated targets. The excess redemption was done by nearby VDCs due to proximity and convenience.*

## 2.1 : CHALLENGES

- Uneven supply of inputs, particularly fertilizer, across the markets
  - Seed scarcity
- c) Other general matters;
- a. Disease outbreaks;
  - b. Disasters;
  - c. Pests and Infestations;

## **2.1 Local Government System:**

- a) Local governance matters, related to Functionality of full council, service committees, Area development committees (ADCs), Village Development Committees (VDCs), Ward Development Committees (urban), District Executive Committees and other governance structure; highlighting major issues discussed and actions to be taken;
- b) Delivery of Municipal services such as; sanitation (both liquid and solid waste), parks and recreation, sports, water, streets, public library, schools, food inspection, fire services, amongst; and
- c) Updates from City Summits and LA quarterly coordination meetings.

### **2.1.2 Chiefs Administration**

- a) All key matters regarding Chiefs administration; and  
Chiefs establishment warrant

### **2.1.2 CHIEFS PAYROLL MANAGEMENT.**

#### **➤ Chiefs on payroll:**

Paramount Chiefs-	1
Senior Chiefs-	5
TAs -	7
Sub Chiefs-	13
GVHs -	596
VHs-	1955

#### **➤ Total number of chiefs on payroll: 2,577**

#### **➤ New Elevations:**

- (1) SUTA Ndendende- under STA Mwashenga-approved but not yet installed
- (2) SUTA Kanakulera- under STA Mwalweni- approved but not yet installed
- (3) SUTA Zimakazi- under STA Mwalweni -approved but not yet installed

### 2.1.3 Submissions for elevation :

1. GVH Eneya Kambundi- under STA Kachulu waiting for HE's approval
2. GVH Jungubawa- under STA Kachulu waiting for HE's approval
3. GVH Chiluvya- under STA Katumbi waiting for HE's approval
4. GVH Mwachifumya- under STA Mwahenga waiting for HE's approval

### 2.1.4 Pending Successions: 1. TA Mwamlowe- submitted name and forwarded to the Ministry for HE approval

2. TA Zolokere- HE's approval letter in however has court case on.

### 2.1.5 Succession wrangles: 1. GVH Chimudimwa- TA Mwahenga-rejected candidate for succession

### 2.1.6 Sub-Chiefs not on payroll:

1. SUTA Mwang'onga- did not retire from civil service during in installation
2. SUTA Jeka- is yet to retire from civil service
3. SUTA Mwachiwanda- waiting for official approval letter from Ministry of Local Government.

### 2.2.7 OTHER ACTIVITIES

1. 11 wrong accounts were submitted for correction, 9 were corrected while two 2 not done.
2. 6 promoted GVHs who were skipped on September submission were submitted, 4 done while 2 not yet.
3. 5 Chieftaincies were submitted for replacement due to death and successfully processed.

(A) **Promotions:**

1. GVH Chikhafu- under Sub Chief Boma (No reason given)
2. GVH Kamkong'ontho- under Sub Chief Mchinanguwo No reason given)
3. GVH - under Sub Chief Chimphamba (did not submit any name)

### (B) Introductions:

1. VH Kalimumphala-under TA Chisovya (His ID is allocated to VH Kamjinthi under STA Kachulu)
2. VH Mwenechifungwe-under TA Chisovya (He is already in the system as a civil servant)
3. VH Sakalani- under TA Katatawe (His ID is allocated to employment No. 80931, not for Rumphu)

4. VH Chikana-under SUTA Kawazamawe (His ID is allocated to GVH Pyolamzimbi, same SUTA)
5. VH Mpangwa-under TA Chapinduka (ID allocated to Employ No. 61960-civil servant)
6. VH Changaliro-under TA Chapinduka (ID allocated to GVH Mauma, same TA)
7. VH Chizala-under SUTA Chimphamba (ID allocated to Employ No. 211654-civil servant)
8. VH Mtombolwa under SUTA Chimphamba (ID allocated to Ulaya Msiska – Employ No. 249925)
9. VH Khomolikhata-under STA Kachulu (ID not submitted)

- (c) **Replacements:** 1. GVH Kanyalu- under TA Zolokere (reason not given)  
2. VH Kalukungu- under TA Zolokere (Reason not given)

- (D) **Correction of Accounts:** 1. VH Chikakamwembe- under STA Mwahenga (reason not given)  
2. VH Matatura- under STA Mwalweni (reason not given)

**TABLE 7 SHOWS THE BREAKDOWN BY TABLE**

ITEM	PC	STAs	TA s	SUTA s	GVH s	VHs	TOTAL
Total number of Chiefs	1	5	7	13	596	1955	2,577
Elevations/Promotions	0	0	0	3	3	0	7
Chieftaincy wrangles	0	0	0	0	1	0	1
Vacant positions	0	0	2	0	1	0	2
Accounts correction	0	0	0	0	2	9	11
Replacements	0	0	0	0	2	3	5
New introductions	0	0	0	0	0	6	6

- b) Other matters regarding the implementation of the legal and policy framework to govern traditional leader's administration in particular Act and Policy.
- c) Status and functionality of land tribunals at STA, TA, Senior TA, District etc.

### 3.0 Local Revenue Collection, Management and Utilization;

Status and Strategies on Revenue Mobilization

**The council has been implementing the Local Revenue Enhancement Strategic Plan (LRESP), which aims to boost local revenue collection. The strategy focuses on improving collection processes, expanding the revenue base, and increasing compliance. Progress has been observed through more efficient collection methods and greater stakeholder engagement.**

#### 3.1 Management and Use of Local Revenue

**It is important to note that the council has no employees who are remunerated directly from locally generated revenue. The council, however, is still constrained to compliance with statutory obligations, among them remittances to the Malawi Revenue Authority (MRA) and payment of gratuities. Fiscal prudence has been prioritized to the extent of ensuring revenues generated are directed to such expenditures without compromising service delivery.**

##### a) Budget Performance for 2025/2026

The council approved a locally raised revenue budget of MK305.3 million for the 2025/2026 financial year, representing a 133% increase compared to the previous budget of MK131 million. The council had, as of the end of October 2025, collected MK486 million, or 159% of the approved budget, recording an over-collection (surplus) of MK180.7 million. The good performance is mostly driven by revenue from plot sales, which is higher than projected.

During the month, the expenditure was MK432.9 million, largely attributed to loan repayment obligations. Despite this, the council had a balance of MK53 million in revenue, a sign of prudent financial management and effective utilization of resources.

This performance demonstrates steady progress, but ongoing efforts are necessary to meet revenue targets and maintain statutory commitments.

**TABLE 8: shows revenue collection and expenditure**

	<b>Budget</b>	<b>Revenue Collected</b>	<b>Expenditure to Date</b>	<b>Revenue Surplus</b>	<b>Revenue Balance</b>	<b>Utilization</b>
<b>locally Generated Revenue</b>	305,370,000	554,369,353	513,115,492	248,999,353	41,253,862	168%

#### **4.0 Local Development Planning, Programming and M&E**

- a) Status on formulation of Social Economic Profiles (SEPs), Urban Development Plan (UDPs), District Development Plans (DDPs), Village Action Plans (VAPs) and Ward Action Plans (WAPs) amongst others;

#### **4.1 COORDINATION AND FORMULATION OF DEVELOPMENT PLANS**

##### **i. DISTRICT EXECUTIVE COMMITTEE MEETING**

The ordinary DEC meeting for the month of December was conducted on 18<sup>th</sup> November, 2025 with the following presentations;

1. WE EFFECT progress report by SPRODETA
2. TRANSFORM project exit report

##### **ii. TECHNICAL WORKING GROUP MEETINGS**

Several TWGs managed to conduct monthly coordination meetings; and these include: -

1. DNCC — The DNCC review meeting was held on 11 December 2025 in the Council Chamber, with financial support from the Malawi Red Cross Society (MRCS).

This was an ad hoc DNCC meeting convened for MRCS to conduct an exit review of the UNICEF-funded 2025 El Niño Emergency Response Project. MRCS has been implementing the project in the district in collaboration with the DNCC since March 2025.

The project targeted children under five years of age, as well as pregnant and lactating women, and delivered a range of nutrition interventions, including nutrition screening, micronutrient supplementation, and complementary feeding, among others

2. **Physical Planning Committee:** Three monthly planning committee meetings were held during the reporting period, during which seven (7) development applications were approved. These approvals included the construction of a Helios Tower at Rumphi Boma, Uzumara Secondary School at Mphopha by Lwartziz Enterprise, three commercial buildings, and two residential buildings within Rumphi Boma

#### **4.1.2 LAPA PREPARATORY ACTIVITIES**

LAPA Mock Assessments conducted and Results Disseminated to Sectors, with the overall score of 110/130, representing 84.6%

#### **4.1.3 DISASTER RESPONSE ACTIVITIES CONDUCTED**

**Activity 1.** PVCA data collection and report writing

**Activity 2: Contingency Plan Review:** Reviewed and updated the District Contingency Plan for 2025–2026, ensuring that it aligns with current risks, priorities, and response strategies.

**Activity 3:** Monitoring of disasters that happened in Mhujju, from the monitoring the magnitude of the mud sliding did not amount to be recorded as a disaster

#### **4.1.4 COMMUNITY DEVELOPMENT**

The Department of Community Development, under the Ministry of Gender, Community Development and Social Welfare, is mandated to promote socio-economic empowerment and sustainable community development. It implements three key programs

This section highlights the major activities carried out by the Community Development Department during December 2025.

#### **SUMMARY OF ACTIVITIES**

During the month under review, the department implemented several activities across its three core programs:

##### **Activity 1: Instructors Meetings in all Centre**

- Preparatory meetings for adult Literacy instructors for the upcoming assessments in all stations

##### **Activity 2: Administration of Adult Literacy Assessments in all CD stations**

- As the Adult literacy calendar is coming to an end the office Administered assessments in all Centre in the month of November. 1530 learners sat for exams in which 262 were Male and 1268 were female

##### **Activity 1: Project Management Committee training for Rumphi Market Drainage**

- The office of Community Development in collaboration with the District Council organized a three day training in Project Management. The aim of the training was to equip the committee with knowledge on how w they will be able to monitor the project. The training took place at Reap office and a total of 10 participants attended in which 6 were Male and 4 were Female

##### **Activity 2: Area Development Committees and Village Development Committee reconstitution**

The office of Community Development in Collaboration with Rumphi District Council conducted the Reconstitution of VDCs and ADCs in all CD stations in Rumphi District. The exercise started with Area Executive Committee and ADC/VDC patrons sensitization meetings and then followed the reconstitution of Village development Committees thereafter the reconstitution of ADCs. Due

to the addition of the Sub Traditional Authorities there has also been additional ADCs totaling to 28 ADCS, previously, the Council had 17 ADCs

#### **4.1.5 NUTRITION, HIV & AIDS**

The Nutrition, HIV and AIDS sector is responsible for providing policy guidance and coordinating the implementation of related programs in the district. The sector ensures that all interventions align with national policies and local development plans, while also strengthening coordination structures and building the capacity of frontline workers and community committees.

#### **SUMMARY OF ACTIVITIES**

**Activity 1:** The DNCC review meeting was held on 11 December 2025 in the Council Chamber, with financial support from the Malawi Red Cross Society (MRCS).

This was an ad hoc DNCC meeting convened for MRCS to conduct an exit review of the UNICEF-funded 2025 El Niño Emergency Response Project. MRCS has been implementing the project in the district in collaboration with the DNCC since March 2025.

The project targeted children under five years of age, as well as pregnant and lactating women, and delivered a range of nutrition interventions, including nutrition screening, micronutrient supplementation, and complementary feeding, among others

#### **4.1.6 GENDER AFFAIRS**

The Department of Gender Affairs continues to play a key role in promoting gender equality and women's empowerment through the implementation of various gender mainstreaming initiatives at community, district, and national levels. Several activities were implemented in line with the department's strategic objectives, focusing on reducing gender-based violence (GBV) and strengthening gender mainstreaming at the community level.

#### **SUMMARY OF ACTIVITIES**

**Activity 1:** *Gender based violence case handled .*

During this quarter we handled the cases of defilement, child trafficking and Gender based violence. At luhono area, three men defiled a standard 8 girls and the case was reported to police and the counselling sessions were conducted to the survivors and the girl continued with her studies

**Activity 2:** *Days of activism against gender-based violence.*

On this activity, it started with the preparatory meeting where the GTWG members met and shared the budget to the partners for the district event which took place at Chiweta ground. The district team went for community mobilization and the chiefs and other community structures were present and they welcomed the activity to take place in their areas and they started organizing the event.

The district launched was conducted at Chiweta on 28<sup>th</sup> November and the guest of honour was the Council Chairperson and the different partners supported the event as follows: God Cares, CEWAG, WOLREC, LICO, REAP, Chikulamayembe Women Forum, Rumphi Women Forum among others, both financially and in kind.

#### **4.1.7 PHYSICAL PLANNING**

##### **Activity 1: Site Inspection**

The department carried out several site inspections as part of the land registration recommendation process for schools in the Bolero Zone. All sixteen (16) primary schools in the zone were visited, and guidance on the registration procedures was provided. Additionally, the Department of Physical Planning conducted a site visit to Hewe Border in preparation for the construction of a new border post.

##### **Activity 2: Planning Committee Meetings**

Three monthly planning committee meetings were held during the reporting period, during which seven (7) development applications were approved. These approvals included the construction of a Helios Tower at Rumphi Boma, Uzumara Secondary School at Mphopha by Lwartiz Enterprise, three commercial buildings, and two residential buildings within Rumphi Boma.

##### **Activity 3: Development Control**

The office conducted inspections of unauthorized developments in Rumphi Boma to promote orderly and coordinated development. Two temporary structures were identified within the M24 road reserve, and steps were taken to have them removed. Furthermore, stop notices were issued and documented for the illegal construction of a commercial shop at Doloba and a Chiwaya structure near Rumphi T-junction.

##### **Activity 4: Planning Comments**

The office granted approval for a leasehold for agricultural use to Harold Herrings Kalua in Sub T/A Boma, and for light industrial use to Tropha Estates Limited in T/A Chikulamayembe.

Recommendations were also made for leasehold applications for institutional use by Green Futures Farmers, Chiskemba Cooperative, and Usowoya Water Users Association.

#### **4.1.8 LANDS**

The Lands, Estates and Valuation Section under the Lands and Public Works Directorate is responsible for providing land management services to the public.

During the month of December 2025, the section focused on activities aimed at improving land administration, supporting project implementation, and strengthening local land management systems.

### **SUMMARY OF ACTIVITIES**

#### **Activity 1: Lease Application**

The office facilitated a number of lease applications across the district.

The applications range from residential purposes, commercial purposes, agricultural purposes, institutional purposes, and other usages

17 applications have been recorded in this quarter

#### **Activity 2: Land Dispute Resolution**

- The office registered 21 cases of which 17 were boundary issues and the remaining 4 were ownership issues
- 14 cases were deemed to be customary in nature hence referred to the respective Customary Land Tribunals to handle them and probably give determination

#### **Activity 3: Compensations**

- The office facilitated compensation payments at Bwanyonga Trading Centre at Katowo by MAREP through Ministry of Energy, Bwengu-Livingatonia wayleave by ESCOM Limited, Kacheche-Chiweta Road by Roads Authority, and various sites by Northern Region Water Board.

#### **Activity 4: Pharasito II Land Acquisition Project**

- Through the Plot Allocation Committee, Phase II of plot allocation was done to cover the plots that were not paid for in the first phase
- Over 150 plots have been reallocated to new developers.
- Reminders still being given for the people to be paying for their plots

#### **Activity 5: Establishment of Customary Land Committees**

- As one of the implementing sectors of the UCHI Project in Bolero and Mphompha EPAs, we have so far established Customary Land Committees at Luviri VDC, Sokolo VDC, Nkhozho VDC, Mkama VDC, Lundu VDC, Jumbi VDC, Mphande VDC, Luparamizi VDC, Kanyerere VDC, Kasasa VDC, Kahera VDC, Chozoli

VDC, Buwira VDC, Kasenga VDC, Mzale VDC, Mphompha VDC, Kanyau VDC, Jinhajembe VDC, Khanga VDC, Mara VDC, Usowoya VDC, Ntchuka VDC, and Uzumara VDC.

- The Customary Land Committees established are just yet to be trained

#### **4.1.9 NGORA**

The Non-Governmental Organizations Regulatory Authority (NGORA) is a statutory body mandated to register, regulate, and monitor the operations of NGOs in Malawi. Its core functions focus on promoting a transparent and accountable NGO sector, strengthening collaboration between government and civil society, and ensuring compliance with the NGO Act.

#### **SUMMARY OF ACTIVITIES**

**Activity 1: Registration and Regulation of NGOs:** The Authority facilitated the registration of the Rumphu Traditional Healers Organization (RUTHU), pending online confirmation. Other organizations, such as the Association of Rural Community Development (ARCOD), initiated the registration process. Additionally, NGORA partnered with the Council and the Ministry of Monitoring and Evaluation to propose joint monitoring of projects implemented by the Biodiversity Conservation Initiative (BCI) and the Synod of Livingstonia Health Department (LSHD) under Traditional Authority Mwahenga.

**Activity 2: NGO Compliance and Transparency:** Through emails and direct engagement, NGORA reminded Life Concern Organisation (LICO) and the Farmers' Union of Malawi (FUM) to finalize and sign their Memoranda of Understanding (MoUs) for the Enhancing HIV Prevention and Community Health and Improving Smallholder Resilience through Customised Climate Services projects, respectively.

**Activity 3: NGO Report Review:** The department reviewed and analyzed annual audited financial and technical reports submitted by registered NGOs to ensure consistency between reported outcomes and approved project initiatives.

**Activity 4: Mediation:** NGORA participated in mediating a **financial mismanagement dispute** between the Rumphu Residents Association and the Sharing and Caring Organisation. Following an investigation, NGORA found insufficient evidence of misappropriation but advised the Rumphu Residents Association to register with NGORA in compliance with the NGO Act of 2025.

**Template 2: Technical Progress (Recurrent) – for the third quarter from October-December 2025**

Output	Activity	Progress	Issues	Recommendations
1. Coordination and Formulation of Development Plans	District Executive Committee (DEC) Meeting	1. Conducted ordinary DEC meeting on 18th December 2025 with presentations by WE EFFECT progress report by SPRODETA and TRANSFORM project exit report	None reported.	Continue holding monthly DEC meetings to strengthen coordination.
	DNCC	The DNCC review meeting was held on 11 December 2025 in the Council Chamber, with financial support from the Malawi Red Cross Society (MRCS)..	None.	Strengthen coordination and resource mobilization for DNCC
	Sub-ADC and VDC Requests	Received and processing creation requests from several TAs including Chipofwa, Chiwiriwiri, Chimphamba, Mwang'onga, and others.	Pending review and approval due to administrative delays.	Fast-track verification and approval of new structures.
2. LAPA Preparatory Activities	Mock Assessments and Dissemination	Conducted LAPA mock assessments and disseminated results to sectors.	None reported.	Maintain collaboration and technical support for final assessments.
3. Disaster Response	DRMP Development and contingency plan review	PVCA data collection and report writing  Contingency Plan Review: Reviewed and updated the District Contingency Plan for 2025–2026, ensuring that	Limited logistical support.	Increase resource allocation for more community-level trainings.

		<p>it aligns with current risks, priorities, and response strategies.</p> <p>Activity 3: Monitoring of disasters that happened in Mhaju, from the monitoring the magnitude of the mud sliding did not amount to be recorded as a disaster</p>		
4. Community Development	Adult Literacy Program	<p>Administration of Adult Literacy Assessments in all CD stations</p> <p>As the Adult literacy calendar is coming to an end the office Administered assessments in all Centre in the month of November.1530 learners sat for exams in which 262 were Male and 1268 were female</p>	Inactive learners; inadequate materials.	Provide more teaching materials and follow up with absentee learners.
	Community Mobilization and Capacity Building	The office of Community Development in collaboration with the District Council organized a three-day training in Project Management.	None	The training was conducted successfully
	Area Development Committees and Village Development Committee reconstitution	The office of Community Development in Collaboration with Rumphu District Council conducted the Reconstitution of VDCs and ADCs in all CD	None	The ADCS and VDCs were successfully constituted

		stations in Rumphi District.		
5. Nutrition, HIV & AIDS	DNCC Meeting	<p>The DNCC review meeting was held on 11 December 2025 in the Council Chamber, with financial support from the Malawi Red Cross Society (MRCS).</p> <p>This was an ad hoc DNCC meeting convened for MRCS to conduct an exit review of the UNICEF-funded 2025 El Niño Emergency Response Project. MRCS has been implementing the project in the district in collaboration with the DNCC since March 2025.</p>	Limited monitoring due to resource gaps.	Revitalize ANCCs, VNCCs, and Care Groups for better coordination.
6. Gender Affairs	GBV Case Management	<p>During this quarter we handled the cases of defilement, child trafficking and Gender based violence. At luhono area, three men defiled a standard 8 girls.</p> <p>.</p>	None	This was done successfully
	Gender Mainstreaming	<p><i>Days of activism against gender-based violence.</i></p> <p>On this activity, it started with the preparatory meeting where the GTWG members met and shared the budget to the partners for the district event which took place at Chiweta ground</p>	Cultural barriers limit women's access to land/resources.	Work with chiefs to develop and enforce protective by-laws.

7. Physical Planning	Planning Committee Meeting	Three monthly planning committee meetings were held during the reporting period, during which seven (7) development applications were approved.	Developers slow to meet compliance requirements.	Strengthen enforcement of development control measures.
	Development Control	The office conducted inspections of unauthorized developments in Rumphu Boma to promote orderly and coordinated development. Two temporary structures were identified within the M24 road reserve, and steps were taken to have them removed. F	Incomplete compliance by some developers.	Follow up with developers to meet requirements.
	Site Monitoring	Monitored Phalasito 2 project; found good progress but missing beacons.	Survey beacons removed.	Request Survey Office to replace missing beacons.
8. Lands	Lease Applications	17 applications have been recorded in this quarter	Limited technical staff for inspections.	Recruit or deploy more staff for timely site verification.
	Land Dispute Resolution	The office registered 21 cases of which 17 were boundary issues and the remaining 4 were ownership issues	Slow tribunal processes.	Strengthen tribunal capacity for timely case handling.
	Compensation Activities	The office facilitated compensation payments at Bwanyonga Trading Centre at Katowo by MAREP through Ministry of Energy,	Initial delays in compensation processing.	Maintain coordination with Roads Authority for smooth implementation.

		Bwengu-Livingatonia wayleave by ESCOM Limited, Kacheche-Chiweta Road by Roads		
	Customary Land Committees	As one of the implementing sectors of the UCHI Project in Bolero and Mphompha EPAs.	Lack of funds for printing nominee photos.	Mobilize resources to conduct pending elections.
9. NGO Regulation (NGORA)	NGO Registration & Regulation	Facilitated registration of Rumphi Traditional Healers Organisation (RUTHU); others in process.	Low registration compliance.	Strengthen NGO sensitization on registration and compliance.
	NGO Compliance Monitoring	Reviewed reports; mediated disputes between local NGOs.	Lack of funds for joint monitoring.	Explore co-funding options for monitoring exercises.

#### 4.1.6 CHALLENGES

1. Inadequate logistical and financial support across departments.
  2. Delays in ORT fund disbursement affecting activity implementation.
  3. Low community participation in some development and literacy programs.
  4. Rising cases of Gender-Based Violence and limited awareness in rural areas.
  5. Weak coordination and compliance among NGOs operating in the district.
- b) Progress on resource mobilization, utilization and Implementation of projects in local development plans;
- a. Status on implementation of SEPs, DDPs, UDPs, VAPs WAPs;
  - b. Programs and projects under implementation; and
- c) Periodic reporting on progress indicators in the UDP and DDP M&E Framework, including the functionality of M&E technical working group (TWG) and other M&E activities;
- d) Progress on the implementation of the LA Reform programmes; and
- e) Uptake of the complete-package and Flagship projects concept.

## 5.0 Unity and Culture matters

Key matters of peace and unity; culture; mediations carried out with stakeholders such as; non-governmental organizations (NGOs), civil society organizations (CSOs), faith-based organizations and other community-based organization (CBOs).

### 5.1.1 Other Directorates of the Councils

- a) Functions of other Directorates and divisions (not mentioned above) such as Directorate of Public Works (DPW), especially major infrastructure projects as captured in GESD Project Management Information System (PMIS) and Information Platform for Public Infrastructure (IPPI) etc.

2.0

## TECHNICAL PROGRESS

### GESD PROJECT

#### 1. CONSTRUCTION OF BOLERO MORTUARY (MORGUE)

This is the construction of a Mortuary and Associated Works at Bolero Health Center in Rumphu Central constituency being funded by GESD PBG 3.1 and is contracted to NATHAN JAMES Construction. The contract period is 120 Calendar days from 6<sup>th</sup> February, 2025 and contract amount is K 163,541,411.55. The first contractor contract terminated as the contractor withdraw due to financial hiccups. The new contractor Pangani building was identified, mobilized on site and works now at advanced stage.

#### PHYSICAL PROGRESS

The project is on finishes stage. Works remaining are; walkway roofing, water and Escom connectivity. Painting 90%, plumbing 85%, walkway floor 60% in progress. Overall Physical progress is at 93%.



Fig. 1 views of the mortuary block

## HOSPITAL REHABILITATION FUND PROJECTS

### 1. REHABILITATION OF THEATRE

This is the construction of Rumphi District Hospital Theatre in Rumphi Central constituency with funding from Hospital rehabilitation. The contract amount is **K253,427,237.30** and the contract period is 90 calendar days from 24<sup>th</sup> February, 2025. The contractor is **CHISANGA CONSTRUCTION**.

#### PHYSICAL PROGRESS

Theatre 2 works completed and the contractor is working on minor defects. installation of scrubbing sinks done remaining with taps and theatre lamp done as well. Physical progress is at 75%



Fig.6.External view and theatre lamp installed inside the Theatre room

### REGION CLIMATE RESILIENCE PROGRAMME (RCRP)

#### 1. BOMA ROADS REHABILITATION AND ASSOCIATED DRAINAGE WORKS

This is the rehabilitation of Boma roads and associated drainages works at Rumphi boma with funding from REGION CLIMATE RESILIENCE PROGRAMME (RCRP), and contract amount is **K123,292,537.50** (One hundred twenty-three million, two hundred ninety-two thousand, five hundred thirty-seven kwacha and fifty tambala).

The contractor is Mojolume construction, The contract start date is on 10<sup>th</sup> July, 2025 and the contract period is 120days.

#### PHYSICAL PROGRESS

Construction of additional masonry drain, Cross over slab and gravelling in progress. Physical progress is at 80%.



Fig. 1 Masonry walls and excavation for additional works in progress

## **2. REHABILITATION OF TCHETCHETCHE IRRIGATION SCHEME**

This is the rehabilitation of Tchetchetche irrigation scheme located in Rumph North constituency, the contractor is Shekinah civil engineering. The Contract period is from 10<sup>th</sup> July, 2025 and expected completion date is 8<sup>th</sup> November, 2025. The contract amount is **Ninety-Seven million, nine hundred and twelve thousand, four hundred thirteen kwacha, eighty three tambala. (K97,912,413.83).**

### **PHYSICAL PROGRESS**

The project completed working on the snags prior to handover. The physical progress is at 100%.



Fig.2 view of the intake weir

## **CONSTITUENCY DEVELOPMENT FUND (CDF) PROJECTS**

### **1. CONSTRUCTION OF STAFF HOUSE**

This is the construction of Luhono staff house at Luhono in Rumphu West constituency with funding from **CDF**.

**PHYSICAL PROGRESS**

The project is at finishes stage and plastering is in progress. The project delayed due to delay procurement of materials. physical progress is at 75%



Fig. 1 Rear view of the house

**MERP PROJECTS**

**1. CONSTRUCTION OF TEACHER STAFF HOUSE**

This is the construction of a female teacher staff house at Kapiri Primary School in Rumphu west constituency with funding from Malawi Education Reform Programme (**MERP**) and the community contributing locally available materials e.g sand and using local artisans. The project period is for 90 days from June, 2025.

**PHYSICAL PROGRESS**

The main house is on finishes stage and Plastering is in progress, Physical progress at 84%.



Fig. 1 Front view and inside the Teacher's house

## 2. COMPLETION OF TEACHER STAFF HOUSE.

This is the completion of Jalawe twin staff house at Jalawe CDSS in Rumphi East constituency with funding from CDF.

### **PHYSICAL PROGRESS**

The finishes e.g plastering, floor, doors, electrical tubing and construction of Pit latrine on single house while the other remaining works pending another funding. Currently the teacher has occupied the house though without glasses as waiting for final completion of the remaining works.



Front and back view of the house.

## **TRADE PROJECTS**

### **1. CONSTRUCTION OF SLAUGHTER HOUSE**

This is the construction of Bolero slaughter houses and sanitary works at Bolero in Rumphi central constituency with funding from TRADE. The contract period is 150days and the contractor is Bwalo/Masanya JV. The Contract amount is **K279,367,671.20**

### **PHYSICAL PROGRESS**

The project stalled on superstructure. Very slow progress as the contractor is struggling to procure required materials e.g hollow blocks for the works to resume. The progress percent is at 30.



Fig.1 current status of the structure

**2. CONSTRUCTION OF CHIPIMPHA HONEY AGGREGATION CENTER**

This is the construction of Chipimpha honey aggregation center at Chankhalamo in Rumphii west constituency with funding from TRADE. The contractor is FIDELIS CONSTRUCTION BUILDING CONTRACTORS, Contract period is 150days and the contract amount is **K194,833,449.88**

**PHYSICAL PROGRESS**

The project is on finishes stage plastering and electrical tubing in progress. Physical progress is at 80%.



Fig.2 Front view and inside of the Block

**COMMUNITY ROADS MAINTAINANCE PROJECTS (CRMP)**

The program aims at keeping the allocated roads in good condition through the year and is funded by Roads Funds Administration. There are 16 clubs working in various roads in the District. The programme involves the following works:

Inspection and removal of all obstructions, filling potholes and minor gullies, reinstate road camber, clearing and repairing side drains, mitre drains, stream channels, grass cutting and cleaning bridge decks and drainage.

#### PHYSICAL PROGRESS

Most of the roads works are in progress and are passable except for few roads (4no) which has some sections which are very slippery especially when it rains.

#### CHALLENGES

- Damaged drainage structures due to scouring and culvert pipes due to inadequate cover.
- Water lodging/ponding, gullies due to some farmers blocking the mitre drains
- Some farmers cultivating in drains blocking water from free flowing in the drains instead flowing on the main carriage way causing gullies and ponding.

On the slippery sections and damaged structures, other interventions are needed because its beyond scope of work assigned to clubs.



Damaged and washed away culverts



Deteoriated structure and washed away culvert



Section without issues and section with water lodging due to blockage of mitre drain

### **PRIDE PROJECT**

This is the construction of Chipofya Irrigation Scheme in Rumphi west constituency, Bolero with funding from PRIDE. The contractor are MABLO, PAMS & Mount Camel joint venture, Contract period is 365days and the contract amount is **K 11.7 Billion**.

### **PHYSICAL PROGRESS**

The overall physical progress is at 81%, compared to 104.2% of the elapsed time. Financial progress is at 84.3%, which exceeds the physical progress due to a claim for materials that are on-site. This arrangement is being implemented to improve the contractor's liquidity, mitigate the effects of payment delays, and thereby expedite the progress.



Intake Weir



Pipe installation

### **FINANCIAL PROGRESS (SUMMARY)**

- |   |     |
|---|-----|
| 1. Construction of Bolero mortuary                            | 90% |
| 2. Rehabilitation of Rumphi District hospital Theatre         | 70% |
| 3. Rehabilitation of Boma roads and associated drainage works | 70% |

	4. Rehabilitation of Ntchetchetche irrigation scheme 5. Construction of Chipofya Irrigation Scheme	88% 84.3%
3.0	<b>CHALLENGES</b> <ul style="list-style-type: none"> <li>• Scarcity of fuel at the pump stations and inadequate of vehicles for supervision</li> <li>• Scarcity of building materials e.g sluice sink, scrubing sink greatly affecting projects completion period.</li> </ul>	
	<b>SUGGESTED WAYS OF ADDRESSING THEM</b> <ul style="list-style-type: none"> <li>• Provision of adequate vehicles for timely supervision of projects.</li> </ul>	
	<b>LESSONS LEARNT</b> <ul style="list-style-type: none"> <li>• Delays in supervision due to insufficient vehicles as well as fuel for timely supervision also contributing to the delays in completion of the projects.</li> </ul>	
4.0	<b>PLANS FOR THE NEXT QUARTER/YEAR</b> <ol style="list-style-type: none"> <li>Monitoring and Supervision of 2026/2027 GESD, CDF, DDF, CRMP, RCRP, HOSPITAL REHABILITATION, TRADE, AGCOM and other DONOR funding projects.</li> </ol>	
5.0	<b>RECOMMENDATION AND CONCLUSION</b> <p>The Directorate is urging all parties involved in construction works to consult its office before commencing construction of any public infrastructure project to offer technical advice wherever possible as well as following up the projects.</p>	

## 6.0 DIRECTORATE OF EDUCATION

Every nation, including Malawi, must actively pursue socio-economic development to improve the quality of life for its citizens. This progress is driven by various initiatives, with Malawi's development agenda centered around three key pillars outlined in **Malawi 2063: Agricultural Productivity and Commercialization, Industrialization, and Urbanization**.

A well-educated and physically fit population is widely recognized as a crucial driver of development, enhancing the efficiency of national initiatives. The Directorate of Education and Sports plays a pivotal role in this regard, overseeing educational services while promoting sports for physical well-being. Education is acknowledged in Malawi 2063 as a fundamental catalyst for socio-economic growth, equipping citizens with the knowledge and skills necessary to participate meaningfully in national development. At the same time, sports contribute to physical fitness, fostering overall well-being and boosting productivity.

Education and sports remain essential pillars of socio-economic advancement in **Rumphi District** and the nation. The Education Directorate oversees **18 zones**, with **75,161 learners**, of which **37,752 are boys** and **37,409 are girls**. This report outlines the key activities undertaken by the Directorate in **December 2025**, the challenges encountered, lessons learned, and recommendations for addressing these issues. The education sector's activities are categorized into five key subsectors:

1. **Administration**
2. **Quality Assurance (Advisory and Inspectorate)**
3. **Inclusive Education/Special Needs Education (SNE)**
4. **School Health, Nutrition, and HIV/AIDS (SHNHA)**
5. **District Education Management Information System (DEMIS)**

By strengthening these subsectors, Malawi can continue to harness the transformative power of education and sports, ensuring sustained progress toward its long-term development goals.

## **6.1 STRATEGIC POLICY OVERVIEW**

### **6.1.1 Mandate**

The directorate is there to provide quality and relevant knowledge and skills that respond to the needs and aspirations of the citizens of Rumphi for their development and that of the nation.

### **6.1.2 Vision statement**

Rumphi District Council, through the Directorate of Education and Sports, will provide quality and relevant education, access and equity, and good governance and management in its education services to all its learners, teachers, and communities for their improved quality of life.

### **6.1.3 Mission statement**

Rumphi District Council will strive to achieve quality and relevance, increase access and equity, enhance good governance and management in all schools and youth centres through a multi-sectoral approach with all stakeholders by providing a conducive learning environment and equitable redeployment of well-qualified teachers/staff for effective implementation of curricula.

#### 6.1.4 Strategic objectives

The Directorate's strategic objectives are designed to enhance the quality and inclusivity of education, ensuring holistic development for all learners. These objectives include:

1. **Cultivating a highly professional body of teachers**
  - Encouraging continuous professional development
  - Upholding standards of excellence in pedagogy
2. **Ensuring the equitable distribution of teaching and learning resources**
  - Providing adequate learning materials across all educational institutions
  - Addressing resource gaps in underserved areas
  - Leveraging innovative solutions to optimize resource allocation
3. **Implementing strategies for holistic youth development**
  - Fostering intellectual growth through quality education
  - Promoting physical well-being through sports and health initiatives
4. **Creating an inclusive learning environment that respects the diverse needs of all learners**
  - Embracing inclusive education practices for students of all abilities
  - Encouraging a learning culture that values diversity and accessibility

By advancing these objectives, the Directorate aims to build a resilient education system that supports national development and empowers future generations.

#### 6.1.5 FINANCIAL UPDATE ON THE THIRD QUARTER OF 2025/2026 FINANCIAL YEAR BUDGET

Funding for December has not yet been received. This section of the report will be included in the next report

#### 6.1.6 TECHNICAL PROGRESS

Despite delays in funding, various subsectors within the education and sports sectors of the Directorate successfully carried out a significant number of activities. This section of the report provides an overview of the initiatives implemented, highlighting key accomplishments and contributions to sectoral development.

#### 6.1.7 Education Sector

This section of the report will outline the activities undertaken by the five key education subsectors: **Administration, Quality Assurance (Advisory and Inspection), Inclusive Education / Special Needs Education (SNE), School Health, Nutrition, and HIV/AIDS (SHNHA), and District Education Management Information System (DEMIS)**. Each subsector plays a crucial role in advancing educational standards, promoting inclusivity, and ensuring the well-being of learners. The activities highlighted in this section reflect the Directorate's commitment to strengthening education services and fostering meaningful socio-economic development.

### 6.1.8 Administration

The subsector remains committed to continuous school monitoring. This month, key activities focused on overseeing the **Academic Clinic for Standard 8**, supervising **learner mentors** within schools, analyzing **discipline trends**, and advancing **construction projects** under the **Malawi Education Reform Programme (MERP)**. These efforts are essential in fostering a conducive learning environment, supporting student success, and strengthening the education system.

In collaboration with **PIMU**, the **Implementing Unit the Building Education Foundation through Innovation Technology (BEFIT)** programme, schools were visited for **lesson observations, monitoring, and review meetings**. These efforts aimed to facilitate a seamless transition and ensure the program's continuity following the expiration of the partner's contract. Successfully executed across all **25 participating schools**, these activities strengthened the program's sustainability and long-term impact.

Under the **Malawi Education Reform Programme (MERP)**, construction works were closely monitored to ensure quality and progress. Additionally, through **District Action Plans (DAP)**, a **female teacher's house** construction at **Kapiri** is progressing very well and the artisan is working on plastering and other small small work.

The **administration**, in collaboration with the **MERP Desk Officer**, carried out **monitoring visits** to some zones with **Auxiliary teachers** such as **Bolero, Mzokoto, Mhuju, Lura, Phoka and Kamphenda**. Additionally, they evaluated **PSIG utilization** in several schools to ensure effective implementation and resource management.

To enhance **mobility**, a motor vehicle Isuzu D-max (MG 459AS) has been procured and officially handed over to the council, helping to address transportation challenges within the education sector and at council level.



*Brand New Vehicle for Education Sector in Rumphi District council.*

#### **6.1.8 Quality Assurance Services (Advisory and Inspectorate)**

The Advisory and Inspectorate section visited some schools across the district. 68 out of 206 schools were visited, representing 33.0%. 138 teachers were supervised and supported across the district. A total of 5 Continuous Professional Development (CPDs) were conducted at both district and zonal levels on various issues. The section also conducted the 2026 Academic clinic in preparation for the Primary School Leaving Certificate of Education (PSLCE).

#### **6.1.9 Special Needs Education (SNE)**

The **Special Needs Education (SNE) subsector** undertook three key activities this month:

1. **Developing individualized education plans** in collaboration with SNE teachers to better support learners with diverse needs.
2. **Training SNE teachers** on the creation of **carton chairs**, enhancing accessibility and comfort for SNE learners.
3. **Monitoring inclusive education at Rumphi Catholic, St. Denis, Bumba, and New Dawn Primary Schools**, ensuring the effective implementation of inclusive learning practices.

These efforts contributed to an equitable and supportive learning environment for all learners.

### 6.1.9 School Health and Nutrition, HIV and AIDS

The School Health and Nutrition (SHN) Section implemented several key activities in the month of December 2025 aimed at strengthening the implementation of the Home Grown School Meals Programme (HGSMP) and improving the overall health, nutrition, and learning environment of learners in primary schools. The activities were implemented in collaboration with the World Food Programme (WFP) and the Department of Agriculture.



*Mbeya Manure making at Bunga F.P School in Jalawe Education Zone*

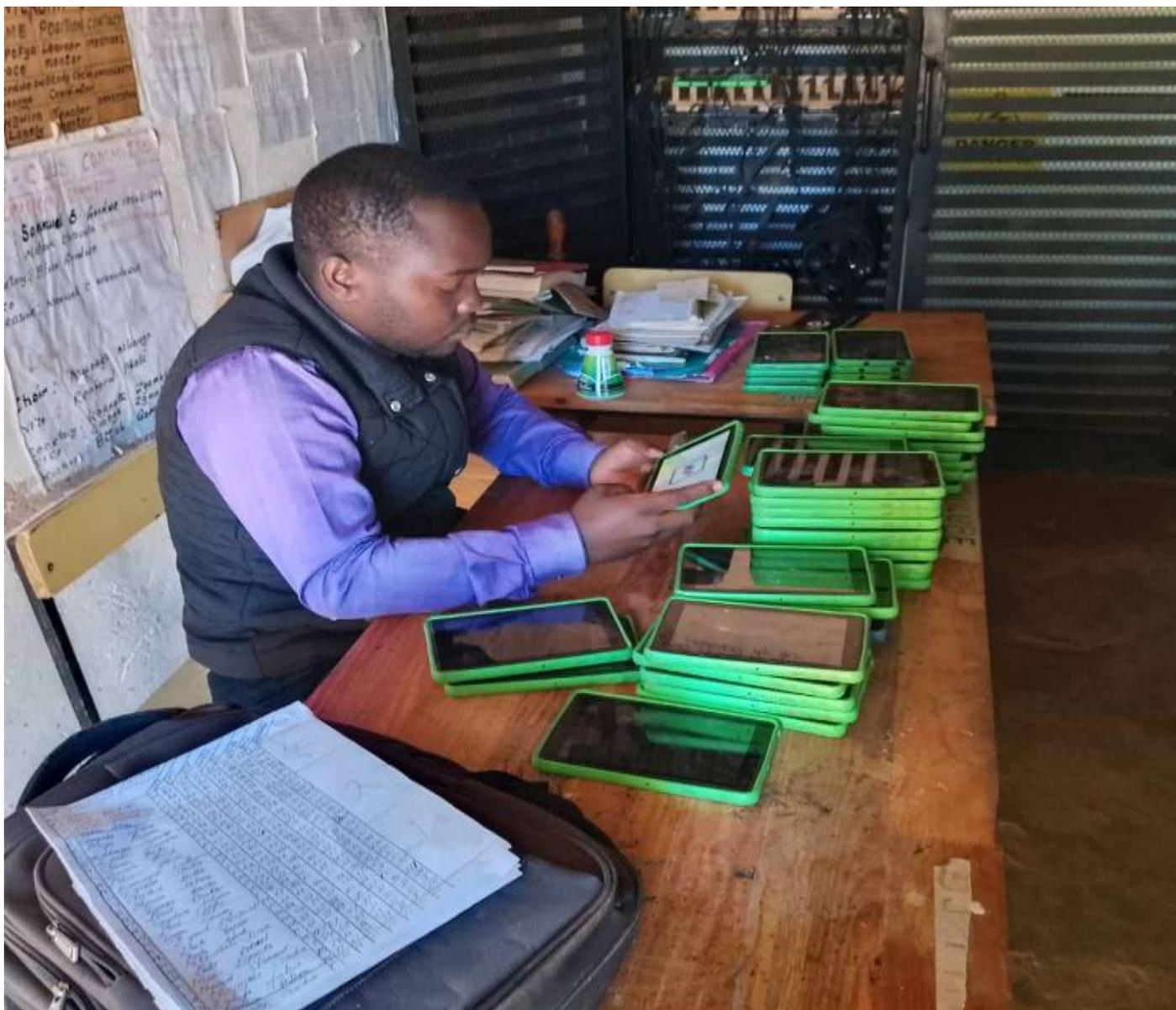
### 6.1.10 DEMIS Section

Key accomplishments included:

- **Responding to the Annual School Census request** from Headquarters by traditional data entry at district level. The activity is progressing very well .

These details will be uploaded into the **National Database** to support the **Ministry in planning and decision-making**.

- **Collaborating with the PIMU**, to conduct **data extraction** across all **25 BEFIT schools**, ensuring accurate and comprehensive information for effective programme execution



*Francis Mwanguku zEMIS Officer, data extraction at Waliro Primary School in Mwazisi Education Zone*

The section also assisted in training the Zonal implementing Team and School Team on how to repair some minor issues on BEFIT tablets. The training will help to sort out minor challenges that

have been there all along since the exceptional of the programme. For example the broken Headset and Aux cables.

The section was also involved in computing and analyzing the results for the Academic clinic, which is held at Rumphi Secondary school, in preparation for the 2026 Primary School Leaving Certificate Examinations (PSLCE)

## **6.2 Sports sector**

During the month, the section successfully carried out three key initiatives aimed at promoting sports development and engagement in schools:

1. Visiting swimming practices at Zowo Primary School in preparation for National camping
2. Coordinating chess training sessions for athletes from Chaminade secondary school and Karonga girls CCAP secondary school  
In collaboration with the Chess organizers, there was a preparation meeting for national competition in Mzuzu.
3. Attending Chess national finals in Mzuzu at Mzuzu international Academy.

At the district level, the section undertook two key activities. It focused on revitalizing zonal Sports Committees to strengthen sports management and participation within the district. It also inspected and watched various sporting facilities and disciplines in the designated zones, including Football, Netball, Volleyball, Athletics, and Women's Soccer, ensuring they meet expected standards and continue to thrive.

## **6.3 CHALLENGES AND WAY FORWARD**

While we take pride in the many accomplishments achieved throughout the month, it is important to acknowledge that not all activities proceeded without obstacles. Some planned initiatives were not carried out as intended. As a result, this section will highlight the challenges encountered, the lessons drawn from these experiences, and proposed strategies to address and mitigate such issues in the future

## **7.0 DIRECTORATE OF NATURAL RESOURCES, ENVIRONMENT AND WATER SERVICES**

### **7.1.1 SUB PROGRAMME 1 FORESTRY**

#### 1.2 Vision

- To become a dynamic, high performance, consultative and client focused authority/department that promotes, builds, and ensures sustainable development, utilization, protection and management of forests to reduce poverty.

#### 1.3 Mission and strategic objectives

- To guide, plan, co-ordinate, facilitate and promote active participation of all stakeholders in the sustainable management, development and utilization of forest resources goods and services for socio-economic development through;
  - 1) Promotion of participation and empowerment of local communities and private sector, in forestry conservation, management, and utilization by eliminating restrictions on sustainable harvesting of essential forest products and promoting planned harvesting and regeneration of forests.
  - 2) Conducting advisory and extension services, training, education and research in forestry,
  - 3) Administering Forest policy and Law, and
  - 4) Promoting National, Regional and International co-operation in forest matters

### **7.1.2 Progress on the planned programmes and activities for the second quarter and cumulative achievements**

#### **7.2.1 SUB PROGRAMME 1 FORESTRY**

- 8 patrols and inspections conducted, managed to confiscate 25 bags of charcoal 24 indigenous planks.

The whole of this activity was done with support from FDFM and ORT. The cumulative figure charcoal confiscated 295 bags and 134 indigenous planks.



tree

board catchment.

- 2.8ha ha of woodlots in customary land weeded under climate smart, cumulative figure weeded area 10ha.
- 3.5 ha of woodlots pruned, summation of 5.5ha area pruned.
- Firebreaks constructed and maintained Currently district has attained 10.4km<sup>2</sup>
- 3 field visits done in selected tree planting sites

- MK 977,520.00 collected as revenue within the month of November, so far office have managed to generate revenue of MK4,776,020
- 43.5% average survival rate achieved in water

### **7.2.2 SUB PROGRAME 2 ENVIRONMENT**

- 1 Clean up exercises which was conducted at Bolero Markets makes a total of 12 clean up exercises conducted. 40 tons of wastes were removed and total of 300 tons of wastes collected within the district.

The district continues to meet number of challenges on wastes management. There is a need to collect wastes in time, construction of new dumpsites and proper landfill in district.



- 1 DESC meeting done with SOLDEV (synod of Livingstonia Development Department) On a project aimed at preventing Human -Animal Conflicts around Vwaza wildlife reserve.
- The other meeting was at Chiweta EPA under MEPA project where people were harvesting cassava at demonstration sites. This is an economic empowerment to reduce pressure on natural resources.



## 7.3 .1 SUB PROGRAM WATER AND SANITATION

### Mandate

To contribute towards increased access to rural water supply and making sure that, the responsibility of managing water facilities is smoothly devolved to communities through the Community Based Management Approach.

### 7.3.1.1 Mission

Promote/facilitate portable productivity and sustainable usage of water components in partnership with other stakeholders by encouraging investment and utilization of appropriate technologies in order to improve coverage of water supply and create employment thereby contributing to poverty reduction.

### 7.3.1.2 Strategic objectives

- To contribute towards increased access to rural water supply and making sure that, the responsibility of managing water facilities is smoothly devolved to communities through the Community Based Management Approach.
- To achieve sustainable provision of community owned and managed water supply and sanitation services for social economic development at an affordable cost.

### Achievements

- Conduct supervision and mobilization of materials for construction of water storage tank at Chitimba gravity fed water supply system supported by Life AR initiatives.



*materials delivered to the construction site*

- The council through the department of water development during the month of December launched its DSIP on WASH as part of stakeholder engagement on WASH proposed projects in the district. The activity was sponsored by Northern Region Board under Rumphi water project. The objective was to inform potential investors about the plans and gaps in WASH in the district.



Presentation of WASH DSIP document to the MP

For Rumphi East Shapiro Khimbi

Stakeholders in attendance

#### 7.3.1.4 Key challenges encountered during the month December

Id	Issues	Way forward
	<b>Forestry</b>	
1	Delayed ORT and other programs/project funds affecting activity implementation.	<ul style="list-style-type: none"> <li>• Collaborate with partners and make use of projects resources to implement various activities</li> </ul>
2	Continued destruction of forest both customary and protected areas	<ul style="list-style-type: none"> <li>• Conduct civic and awareness campaigns and regular forest patrols and inspections</li> </ul>
3	Wild bush fires in customary land forest are on the rise	<ul style="list-style-type: none"> <li>• Conduct civic and awareness campaigns and conduct controlled early burning</li> </ul>

4	Mobility issues especially with old motorcycles affecting access to places.	<ul style="list-style-type: none"> <li>• Procure motorcycles and vehicle using project funds eg UCHI, Life AR</li> </ul>
5	Inadequate resources to enhance capacity on forest management and boost FBEs and alternative energy saving technologies against growing demand from the communities.	<ul style="list-style-type: none"> <li>• Venturing in proposal writing, engage partners who are doing similar projects to intervene;</li> <li>• Organize farmers into cooperative to benefit from programs like AGCOM</li> </ul>
6	Shortage of technical staff to man stations in the district marred by retirements is affecting delivery of services.	<ul style="list-style-type: none"> <li>• Lobby with the District Council to recruit and replace the vacant positions due to retirement and deaths</li> </ul>
<b>Environment</b>		
1	Lack of capacity and passive VNRMCs to spearhead natural resource management.	<ul style="list-style-type: none"> <li>• Work closely and support VNRMC with capacity building</li> </ul>
2	Low turn up and shortages of materials for the cleanup exercise	<ul style="list-style-type: none"> <li>• Lobby for support from partners such as banks and NGOs</li> </ul>
3	Huge pilling of waste at Boma market followed by open auxiliary dump site posing risk of infection and ordure.	<ul style="list-style-type: none"> <li>• Timely collection of waste and proper disposal</li> </ul>
<b>Water and Sanitation</b>		
1	Lack of WASH facilities in rural market centres and Schools	<ul style="list-style-type: none"> <li>• Ensure that partners put in their programs and projects issues of WASH</li> </ul>
2	Inadequate funding as the maintenance of borehole is more costly	<ul style="list-style-type: none"> <li>• Need for additional funding and collaborate with partners in maintenance of boreholes</li> </ul>

	due to raising cost of maintenance material.	
4	High number of non-functional boreholes	Need more civic education to water point committees, and promote ownership through CBM trainings. There is need for communities to report timely to relevant stakeholders for immediate action.
5	Lack of capacity building trainings for the newly promoted WMAs	Engage our partners and to use from the Ort funds

### 7.3.1.4 Activities for January 2026

Activity	Targets
<b>Forest</b>	
• Facilitate tree Planting and management.	5
• Conduct forest patrols and inspections	3
<b>Environment</b>	
• Conduct clean up exercise.	1
• Monitor project compliance on safeguards.	3
• Continue environmental awareness campaigns	6
<b>Water and Sanitation</b>	
• Continue with Boreholes maintenance	4
• Number of Taps maintenance	6
• Conduct Stakeholders training in water and sanitation hygiene (WASH)	1

## 8.0 Management and Administration

a) Staffing levels;

<b>VOTE: 925 - RUMPHI DISTRICT COUNCIL</b>				
<b>STAFF RETURNS/LEVELS AS AT 30<sup>TH</sup> OCTOBER 2025</b>				
<b>ESTABLISHMENTS</b>				
<b>AUTHORISED</b>	<b>FILLED</b>	<b>VACANT</b>	<b>EXCESS</b>	
<b>POST</b>	<b>POST</b>	<b>POST</b>	<b>BODY</b>	
9372	3126	6760	189	

b) Transport and mobility;

ACTIVITY	SUB ACTIVITY	INDICATOR	CHALLENGES	REMARKS
Vehicle maintenance	Minor maintenance	3	Inadequate resources	-
	Major maintenance	0	Inadequate resources	

c) Other management matters, involving devolved sectors such as; visit by high-level managers and policy makers from the MDAs;

d) Key procurement and Institutional Integrity Committee matters.

<b>A</b>	<b>Procurement</b>		
<i>N</i> <i>o.</i>	<i>Activity Description</i>	<i>Status</i>	<i>Time frame</i>
1	Construction of bolero mortuary	In progress 85%	Expired- now on addendum of 45 days
2	Construction Boma Markert kiosk and Markert shade	85%	Expired-now on addendum of45days
3	Procurement of Works - Supply and installation of Chitimba water supply – DWF	Works in progress	Works is being done by community with consultation from water department (part of pipe installation and digging
4	Procurement of Works - Supply and installation of water pipe at Mphompha/Uzumala Project – DWF	Works stooled at 30% due to funding	Addendum contract yet to be certified by IPDC
6	Construction Mphopa maternity ward	Works at 99.9% with additional works	Period 120 days/ expired
7	Construction of OPD kampenda	99.5	New contractor engaged
9	rehabilitation of roads and drainage works	Works in progress at 30%	120 days
10	Rehabilitation of ntchecheche irrigation scheme	Works in progress at 55%	120 days
<b>B</b>	<b>Disposal of Assets</b>		
<i>N</i> <i>o.</i>	<i>Activity Description</i>	<i>Status</i>	<i>Time frame</i>
	Procurement of routine items	Continuous	12 <sup>th</sup> month period

**Note:** Routine procurement activities attached.

DATE OF PURCHASE /LPO OR CHEQUE ISSUE	SUPPLIER/CONTRACTOR/CONSULTANT DETAILS	DESCRIPTION OF ITEMS/CONTRACT	CATEGORY(Goods /Services/ Works)	APPROVED METHOD OF PROCUREMENT	ACTUAL METHOD OF PROCUREMENT USED	PROCUREMENT AMOUNT (MK)	DATE OF PURCHASE /LPO OR CHEQUE ISSUE
CH-14741	Northern Region Water Board	Water & Sanitation	Services	SSP	SSP	3,000,000.00	CH- 14741
CH-14744	Njerenje re Total Service Station	Fuel & Lubricants	Services	SSP	SSP	328,080.00	CH- 14744
CH-14751	Mzuzu Panel Beaters	Purchase of plant & Office Equip	Goods	SSP	SSP	415,010.00	CH- 14751
CH-14756	Njerenje re Total Service Station	Fuel & Lubricants	Services	SSP	SSP	164,760.00	CH- 14756
CH-14757	Vachilodge Rumphu Service Station	Fuel & Lubricants	Services	SSP	SSP	220,048.89	CH- 14757
CH-14760	Lusungu Investments	Rations & Provisions	Goods	NCB	NCB	260,000.00	CH- 14760
CH-14761	Rent for DOF	Rent of Dwelling Houses	Services	SSP	SSP	180,000.00	CH- 14761
CH-14762	Rent for the DC	Rent of Dwelling Houses	Services	SSP	SSP	580,000.00	CH- 14762

CH-14763	Kamche nje Fanancial Services	Telephon e Charges	Services	SSP	SSP	480,000.00	CH- 14763
CH-14764	Vachilo dge Rumph i Service Station	Fuel & Lubricant s	Services	SSP	SSP	1,640,400.00	CH- 14764
DATE OF PURCHASE /LPO OR CHEQUE ISSUE	SUPPLIER/CONTRACTOR/CONSULTANT DETAILS	DESCRIPTION OF ITEMS/CONTRACT	CATEGORY(Goods /Services/ Works)	APPROVED METHOD OF PROCUREMENT	ACTUAL METHOD OF PROCUREMENT USED	PROCUREMENT AMOUNT (MK)	DATE OF PURCHASE /LPO OR CHEQUE ISSUE
CH-14741	Northern Region Water Board	Water & Sanitation	Services	SSP	SSP	3,000,000.00	CH- 14741
CH-14744	Njerenje re Total Service Station	Fuel & Lubricant s	Services	SSP	SSP	328,080.00	CH- 14744
CH-14751	Mzuzu Panel Beaters	Purchase of plant & Office Equip	Goods	SSP	SSP	415,010.00	CH- 14751
CH-14756	Njerenje re Total Service Station	Fuel & Lubricant s	Services	SSP	SSP	164,760.00	CH- 14756
CH-14757	Vachilo dge Rumph i Service Station	Fuel & Lubricant s	Services	SSP	SSP	220,048.89	CH- 14757

CH-14760	Lusungu Investments	Rations & Provisions	Goods	NCB	NCB	260,000.00	CH- 14760
CH-14685	Njerenje re Total Service Station	Fuel & Lubricants	Services	SSP	SSP	410,100.00	CH- 14685
CH-14762	Rent for the DC	Rent of Dwelling Houses	Services	SSP	SSP	580,000.00	CH- 14762

b) IIC

- a. Analyzing complaints from complaints box
- b. Collection complaints from the complaints box

## 9.0 Financial and Audit Matters

a) The financial progress on the utilization of funds in Local Authorities reflects steady performance across recurrent expenditures, development budgets, and donor-funded projects. Recurrent funds have largely supported operational activities, including service delivery in health, education, administration, and the payment of councilors' gratuity, amounting to MK40,000,000, with most sectors demonstrating consistent absorption. Development funds have been directed toward infrastructure and water projects. Donor-funded projects continue to play a vital role in supplementing core services and building institutional capacity, with adherence to reporting and compliance frameworks. Overall, the financial utilization demonstrates improved efficiency, although continued efforts are necessary to enhance planning, implementation, and monitoring processes across all funding streams. Below are the details.

Category	Budget	Funds Received	Expenditure to Date	Balance on Budget	Remaining Funds	Utilization
<b>Sector Funds</b>	1,615,542,361	1,242,160,060	1,002,125,365	373,382,301	233,721,303	62%

<b>General Resource Funds</b>	114,752,166	108,851,296	136,286,125	45,900,870	(29,347,365)	88%
<b>CDF</b>	911,186,532	361,186,532	338,071,508	550,000,000	23,115,024	37%
<b>DDF</b>	182,031,550	53,617,111	172,481,442	131,321,483	(126,973,554)	95%
<b>Water Fund</b>	48,437,737	12,437,737	3,631,000	36,000,000	8,806,737	7.5%
<b>Other Govt Transfers</b>	0	24,806,349	13,299,479	0	11,507,050	54%
<b>Donor Funds</b>	0	230,469,073	70,114,755		160,354,318	30%
<b>GESD Projects</b>		188,425,986	173,505,745	0	14,920,241	92%
<b>Hospital Rehabilitation</b>	407,850,886	329,144,632	4,968,574		245,240,081	01%

**b) Functionality of Audit Committees and Status of Internal and External Audit Queries**

This report highlights the functionality of the Audit Committees and the status of audit activities undertaken by the Internal Audit Function from January to March 2025, as well as recent activities related to the financial year 2025/2026. These audit matters are scheduled to be presented to both the Audit Management Committee and the Finance and Audit Committee within the current week.

The Audit Committee remains a critical governance structure in promoting transparency, accountability, and sound financial management within the Council. For the period April to May 2025, the internal audit unit conducted key assignments, including a Climate Smart Audit Report and a Drug Utilization Report, both of which provided insights into program effectiveness and resource management.

The internal audit identified several issues, such as missing supporting documents, unrecorded goods, absent Malawi Revenue Authority (MRA) receipts, missing fuel and attendance records, and vouchers lacking proper authorization. These findings have been shared with management, and appropriate recommendations were issued. The Audit Committee reviewed these reports, stressed the need for

adherence to financial controls, and directed management to address all identified weaknesses promptly.

**9.1 Currently, ongoing audit activities include a review of GESD project financial documentation and an audit on fuel expenditure management under ORT funding. These efforts are aimed at enhancing financial compliance and operational efficiency. Additionally, the Council is committed to aligning its audit oversight with key projects such as the Social Support for Resilient Livelihoods Project (SSRLP), ensuring that audit insights contribute to improved service delivery and the achievement of development objectives.**

#### **9.1.1 Issues to be reported by DCs/CEOs to Controlling Officers of MDAs**

- a) All technical matters of the devolved sector in accordance with sectoral policy standards and guidance;
- b) Other management Issues involving devolved sectors e.g. visit by high level managers and policy makers from the MDAs;

#### **9.1.2 Conclusion**

- a) In a nutshell, it is a requirement for local authorities to report to the Council through Mayor/Chairperson, SLGUC/MLGUC (administratively), and controlling officers for the MDAs (on specific technical matters). The report is supposed to be timely, complete and accurate; and
- b) Reporting should be multi-sectoral in accordance with Decentralization (18 Devolved Sectors with budget line and other Directorates).