

付 属 資 料

1. 要請書
2. 予備調査協議議事録(Minutes of Meeting)
3. 実施細則(Scope of Work)
4. S / W 協議議事録(Minutes of Meeting)
5. 収集資料リスト
6. Fisheries Conservation and Management Act
7. National Fisheries and Aquaculture Policy
8. Fisheries Action Plan

1. 要請書

Telegrams: Finance, Lilongwe
Telephone: Lilongwe 789 355
Telex: 44407
Fax: 789 173



MINISTRY OF FINANCE
P.O. BOX 30049
LILONGWE 3
MALAWI

Ref. No. G/J/2

20th March, 2001.

His Excellency the Ambassador,
Embassy of Japan,
Box 34190,
Lusaka,
ZAMBIA.



Your Excellency,

**PROJECT PROPOSAL - FISHERIES MASTER PLAN: REQUEST FOR
FUNDING ASSISTANCE**

Herewith please receive a project proposal for the Fisheries Master Plan received from the Department of Fisheries. This is submitted for Your Excellency's funding consideration.

We should be very grateful for your assistance on this matter.

I am Your Excellency,

A handwritten signature in black ink, appearing to be 'D.Y.C. Wirima'.

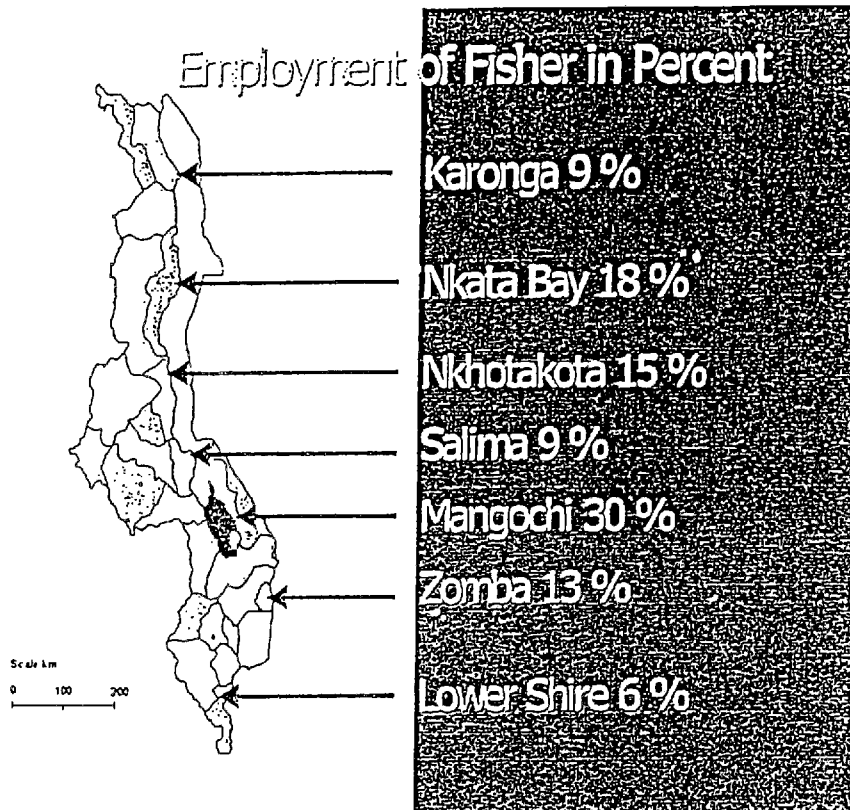
D.Y.C. Wirima

For: **SECRETARY TO THE TREASURY**

CC: JICA Office, Lilongwe 3.

: The Director, Fisheries Department, Box 593, Lilongwe.

FISHERIES PRODUCTION PER DISTRICT IN MALAWI
(PROPOSED JICA STUDY AREAS)



Submitted by
DIRECTOR OF FISHERIES
DEPARTMENT OF FISHERIES
MINISTRY OF NATURAL RESOURCES AND ENVIRONMENTAL
AFFAIRS

MALAWI

JANUARY 2001

APPLICATION FORM FOR JAPAN'S DEVELOPMENT STUDIES

Date of entry: *month* January *Year* 2001

Applicant: The Government of Malawi

1. *Project digest* Master Plan Study for Fish and Aquaculture

(1) *Project Title:* Development and Resource Management

*Enter the project title in English (Spanish or French).

(2) Location (prorvince/country name): Malawi

(city/town/village name): Lilongwe

from the metropolis : about _____ hours ride/flight

(3) Implementing Agency

Name of the Agency: Department of Fisheries

* Enter the name of the implementing agency including such details as the name of the bureau or department.

Number of Staff of the Agency: 500 (on a category basis)

Budget allocated to the Agency: MK 19.5 Million per annum

*Attach an organizational chart, and mark the department responsible for the study.

(4) Justification of the Project

*provide detailed information of the project regarding the items below.

- *Present conditions of the sector:* The sector is characterised by missed opportunities for development in the large scale fisheries and over-capitalisation of the small-scale sector.

- *Sectoral development policy of the national/local government:*

To improve the efficiency of all aspects of the national fisheries industry, production and supply of existing fisheries products as well as the development of new products to satisfy local demand and potential export markets.

- *Problems to be solved in the sector:*

To increase productivity

Environmental degradation

Poor contribution of fish supply by aquaculture

To improve on technology fishing

-Outline of the Project:

The project will enable the Department of Fisheries to prepare a fisheries sector programme support document. This could be done by hiring a reputable, experienced Japanese or SADC regional Consultants in consultation with all stakeholders at national, district and community level, The project, in the form of a study, will synthesize the findings into a Master plan document. The document will form the basis of an investment strategy for the development of the fisheries sector.

-Purpose (short-term objective) of the Project:

1. To develop a sector master plan for the long term development of the fisheries sector
2. To develop a sector strategy for short, medium to long term development of the fisheries sector.

-Goal (long-term objective) of the Project:

To formulate a strategic sector programme for the sustainable National Fisheries Sector Support Programme, for the development of fisheries in Malawi for the benefit of creation of employment and poverty eradication.

-Prospective beneficiaries:

1. The Department of Fisheries
2. The national fisheries sector in general
3. People in rural communities that are dependant of fish
4. The large-scale fishing companies

-The project's priority in the National Development Plan/Public Investment program:

High Priority

(5) Desirable or Scheduled time of the commencement of the Project:

month December year 2001

(6) Expected funding source and/or assistance (including external origin) for the Project:

**Describe the concrete policies for the realization of the project, and enter the prospects for realisation and funding sources.*

(7) Other relevant Projects, if any.

2. Terms of Reference of the proposed Study

*Please fill in (1) and (2) below, paying particular attention to the following items.

- In the case that a study was conducted in the same field in the past, describe the grounds for requesting this study, the present status of the previous project, and the situation regarding the technology transfer.
- Whether there are existing studies regarding this requested study or not.
- Coordination with other economic and technical cooperation from Japan.

(1) Necessity/Justification of the Study:

In the 1990's the evidence of uncoordinated development of the fishery resources contributed to the revision of the Act. In keeping with the wider development philosophy, adopting a sector programme approach is essential for the implementation of the National Fisheries Development Programme. Without a Master plan, the fisheries will develop without guidelines for long-term support and there will be no basis for a coherent, coordinated and synchronised development of the sector and its supporting institutions.

(2) Necessity/Justification of the Japanese Technical Cooperation:

The current assistance, which the DOF receives from other donors, has limited resources to carry out the required sector programming. Proposed, therefore, is that as JICA has a widely adopted sector programming activities through the Ministry of Finance, it may be possible for DOF to access the reservoir of the JICA funds. Hiring a reputable, experienced Japanese or Regional Consultants could do this.

(3) Objectives of the Study:

*Describe the objectives of the study in detail. Also, indicate who will benefit from the study in as much detail as possible, and describe the beneficial effect in terms of quantity. Enter in a concise manner the goal expected to be achieved in the future by conducting the study.

*When the requested study is the only input scheme there is in the cooperation program, enter the same sentences given in the objective of the Cooperation Program in the summary sheet. When more than one scheme is requested including this one, describe clearly the role of the requested study.

1. To review the national fisheries sector (including aquaculture)
2. To develop the national fisheries sector strategy and master-plan
3. To develop mechanism with which to optimise the influence of the National Fisheries and Aquaculture Policy on food security and poverty eradication
4. To explain the beneficiaries and market structure of the fisheries sector

(4) Area to be covered by the Study:

*Enter the name of the target area for the study and attach a rough map to the documents submitted. The attached map should be at a scale that clearly shows the project site. Mark the site in red. Lake Malawi, Lake Malombe, Lake Chiuta, Lake Chilwa and all the rivers, dams and small waterbodies in Malawi.

(5) Scope of the Study:

*Enter in a concise manner using an itemised statement.

1. Use JICA's widely adopted sector programming facility to assist the DOF to prepare a sector programme.
2. Hiring a reputable, experienced Japanese or SADC Regional Consultants could do the study.
3. Conduct stakeholders' analysis, especially the small-scale fishers, as well as large scale ones.
4. Asses the capacity of the Department of Fisheries;
5. Use of local resource persons to incorporate local knowledge; as well as work closely with local counterparts from the sector agency and local specialists from national institutions to carry out the study project.
6. Study the sector through existing information, review progress to date; consult working groups, and stakeholders at national, district and community level, and synthesize the findings into a Master plan document.
7. The document will form the basis for development proposals for possible future financing either under SIP by either government resources or donor programmes.

(6) Study Schedule:

*Enter the time/period of the study.

The study will be done over a period of 15 months, split as follows:

- Japanese Expert/Consulting Firm (4.5 man-months) (Short-term Experts)
- Japanese Team Leader (12 man-months) (Long-term Expert)
- Regional or Local Experts (9mm) (Short-term Experts)

(7) Expected Major Outputs of the Study:

1. The national fisheries sector (including aquaculture) reviewed
2. The national fisheries sector strategy and master-plan developed
3. The process for institutional set up and change, for the fisheries sector properly managed.
4. The influence of the National Fisheries and Aquaculture Policy on food security and poverty eradication optimised;
5. The management and conservation of the fisheries resources optimised.
6. Capacity of fisheries resources users and managers optimised
7. Beneficiaries and market structure of the fisheries sector elucidated
8. Mechanism for contribution towards poverty eradication by the fisheries sector developed.

(8) Possibility to be implemented/Expected funding resources:

JICA

(9) Request of the Study to other donor agencies, if any:

*Please pay particular attention to the following items:

- Whether you have requested the same study to other donors or not.
- Whether any other donor has already started a similar study in the target area or not.
- Presence/absence of cooperation results or plans by third-countries or international agencies for similar projects.

-In the case that a study was conducted in the same field in the past, describe the grounds for requesting this study, the present status of the project, and the situation regarding the technology transfer.

-Whether there are existing studies regarding this requested study or not. (Enter the time/period, content and concerned agencies of the existing studies.)

None

(10) *Other relevant information*

*Enter relevant information other than that described above, if any.

3. *Facilities and information for the Study*

(1) Assignment of counterpart personnel of the implementing agency for the Study:

(number, academic background, etc.)

(1) Six (6) members of staff

1. BSc/MSc (Aquaculture)
2. BSc/MSc (Fisheries Economics)
3. BSc/MSc (Fisheries Biologist)
4. BSc/MSc (Administration and Management)
5. BSc/MSc (Econometrician)
6. BSc/MSc (Policy and Legislation)

(2) Available data, information, documents, maps, etc. related to the Study:

(Please attach the list.)

Being compiled

(3) Information on the security conditions in the Study Area:

The areas along the lake are secure enough

4. *Global Issues (Environment, Women in Development, Poverty, etc.)*

(1) Environmental components (such as pollution control, water supply, sewage, environmental management, forestry, biodiversity) of the project, if any.

Fisheries is a natural resource, therefore, issues of environment will inevitably be considered.

(2) Anticipated environmental impacts (both natural and social) by the Project, if any.

Fish production involves alteration of the natural resources, however, considerations will be made for any environmental impact, if any.

(3) Women as main beneficiaries or not.

Women will be main beneficiaries as they are involved in fish processing, trading and fish management.

- (4) Project components which require special considerations for women (such as gender difference, women specific role, women's participation), if any.

Women credit schemes; technology for fish processing, packaging.

- (5) Anticipated impacts on women caused by the Project, if any.

Improved participation in the fisheries industry; improved income status of women; better access to credit; better business management skills.

- (6) Poverty alleviation components of the Project, if any.

Fish trading; business management; creation of employment ; fish processing; ice-making and selling of ice; fish processing factories; landing sites and jetties; mechanical workshops and small boatyards.

- (7) Any constraints against the low-income people caused by the Project.

None

5. Undertakings of the Government of (the recipient country)

In order to facilitate the smooth and efficient conduct of the Study, the Government of (the recipient country) shall take necessary measures:

- (1) to secure the safety of the Study Team,
- (2) to permit the members of the Study Team to enter, leave and sojourn in (the recipient country) in connection with their assignment therein, and exempt them from foreign registration requirements and consular fees,
- (3) to exempt the Study team from taxes, duties and any other charges on equipment, machinery and other materials brought into and out of (the recipient country) for the conduct of the Study,
- (4) to exempt the Study Team from income tax and charges of any kind imposed on or in connection with the implementation of the Study,
- (5) to improve necessary facilities to the Study Team for remittance as well as utilisation of the funds introduced in (the recipient country) from Japan in connection with the implementation of the Study,
- (6) to secure permission for entry into private properties or restricted areas for the conduct of the Study,
- (7) to secure permission for the Study Team to take all data, documents and necessary materials related to the Study out of (the recipient country) to Japan, and,
- (8) to provide medical services as needed. Its expenses will be chargeable to members of the Study Team.

6. The Government of (the recipient country) shall bear claims, if any arise against member(s) of the Japanese Study team resulting from, occurring in the course of or otherwise connected with the discharge of their duties in the implementation of the Study, except when such claims arise from gross negligence or willful misconduct on the part of the member of the Study Team.

7. (The implementing Agency) shall act as counterpart agency to the Japanese Study Team and also as coordinating body in relation with other governmental and non-governmental organisations concerned for the smooth implementation of the Study.

8. (The implementing Agency) will, as the executing agency of the project, take responsibilities that may arise from the products of the Study.

*In the case that Detail Design Study is requested.

The Government of (the recipient country) assures that the matters referred to in this form will be ensured for the smooth conduct of the Development Study by the Japanese Study Team.

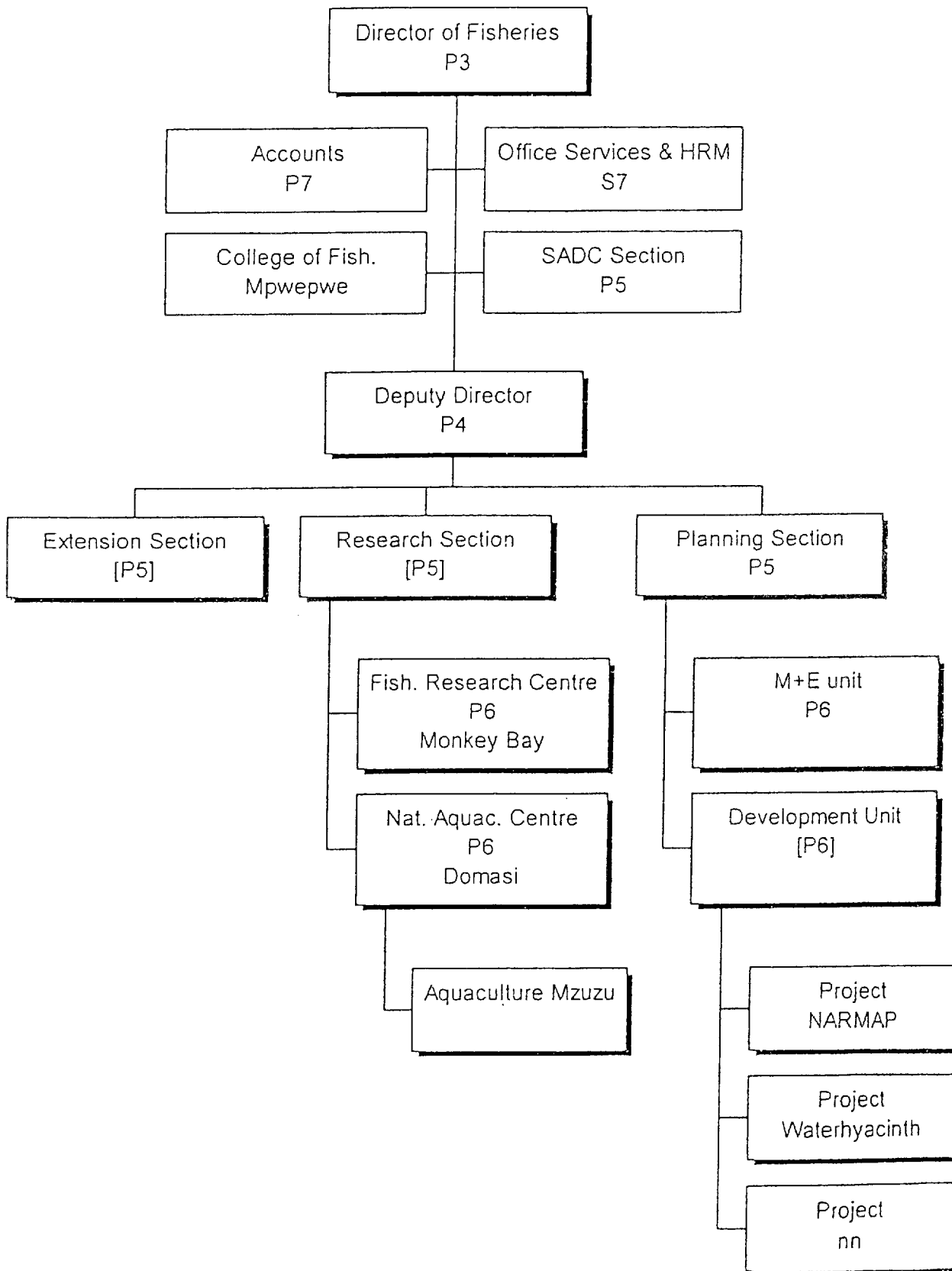
Signed: Mr A. Mzoma

Title: _____

On behalf of the Government of Malawi

Date: 14th February, 2001

Organisational Chart of the Department of Fisheries




2. 予備調査協議議事録 (Minutes of Meeting)


MINUTES OF THE MEETINGS
ON
THE STUDY
ON
FISHERIES PROJECTS REVIEW AND AQUACULTURE DEVELOPMENT
IN
MALAWI

In response to the request of the Government of Malawi, the Preparatory Study Team headed by Mr. Yukihide Katsuta (hereinafter referred to as “the Team”), was sent to Malawi by the Government of Japan through Japan International Cooperation Agency (hereinafter referred to as “JICA”), the official agency responsible for the technical cooperation programmes of the Government of Japan, from 18 February to 1 March 2002, for the Study on Fisheries Projects Review and Aquaculture Development in Malawi (hereinafter referred to as “the Study”).

The Team carried out field surveys and held a series of discussions with concerned authorities of the Government of Malawi led by Mr. George C. Mkondiwa, Principal Secretary of Ministry of Natural Resources and Environmental Affairs (hereinafter referred to as “the Malawi Side”). Prominent issues discussed between the two parties are shown in the ANNEX as attached hereto. The Team will convey the result of the discussions to the Government of Japan for its further examination and consideration.

Lilongwe, 27 February 2002


Mr. George C. Mkondiwa
Principal Secretary
Ministry of Natural Resources and
Environmental Affairs
MALAWI


Mr. Yukihide Katsuta
Team Leader
Preparatory Study Team
Japan International Cooperation Agency
JAPAN

ANNEX.

1. Framework of the Study

The Team and the Malawi side have agreed upon the following contents:

1-1. Title of the Study

Both sides agreed the title to be “the Study on Fisheries Projects Review and Aquaculture Development in Malawi”.

1-2. Objectives of the Study

- 1) To provide fisheries projects database through reviewing the data and information of the fisheries development projects to date in order to clarify present progress of Malawi fisheries development
- 2) To prepare an aquaculture development plan for stable supply of fishes and increase in income of fish farmers
- 3) To transfer relevant technology to the Malawi counterpart personnel through on-the-job training in the course of the Study

1-3. Study Area

All water bodies in Malawi; namely Lake Malawi, Lake Malombe, Lake Chiuta, Lake Chilwa and all rivers, dams and small water bodies.

1-4. Scope of the Study

Study 1. Fisheries Projects Review

- 1) Review of the data and information will be on the following aspects;
 - a) Capture Fisheries (fisheries development, fisheries resources management, fish stock assessment, fishing techniques, fishing villages and communities, infrastructure development, etc.)
 - b) Aquaculture (aquaculture development, integrated fish farming, agriculture and aquaculture, etc.)
 - c) Fish processing and marketing
 - d) Fisheries education and training, extension
 - e) Ecology and environment (fish biology, fish ecology, aquatic environment, etc.)
 - f) Others (fisheries information, institutional development, etc.)
- 2) Preparation of fisheries projects database and recommendations* based on the review

*Recommendations in the Study 1 include: idea(s) for further possible studies and/or idea(s) for formulation of additional projects, but do not include preparation of project proposals.



Study 2. Aquaculture Development

- 1) Review of previous aquaculture development projects (part of Study 1)
- 2) Additional data collection and analysis, and extensive field survey on the following aspects;
 - a) General conditions:
 - Natural conditions (topology and geography, meteorology, water resources, soil condition, vegetation, etc.)
 - Social and economic conditions (population, education, health, transport and communications, energy provision, economic structure, etc.)
 - Agriculture and animal husbandry (production, technology, and management)
 - Fishery sector (production, processing and marketing, etc.)
 - b) Aquaculture conditions:
 - Management and technology (fish farmers' organization, marketing, capacity building, farming technique, stock enhancement, etc.)
 - Training and extension programmes
 - Legislation and institution (regulations, by-laws, land tenure, etc.)
 - Environmental issues (natural conditions, IEE/EIA procedure, etc.)
- 3) Identification of appropriate technology and method by area and by target group
- 4) Preparation of strategy on aquaculture development
- 5) Preparation of aquaculture development plan (master plan) by area and by target group, including appropriate technique, institutional arrangement, extension/training system, marketing, financial aspects, and environmental aspects
- 6) Selection of priority project(s)
- 7) Preparation of implementation plan of the priority project(s)

1-5. Study Schedule

The Study will be carried out during a period of approximately fifteen (15) months, in accordance with the attached tentative work schedule (APPENDIX 1).

1-6. Expected Major Outputs of the Study

- 1) Fisheries projects database in Malawi (CD-ROM and Report)
- 2) Aquaculture development plan: strategy, master plan, and implementation plan (Report)

1-7. Reports

JICA shall prepare and submit the following reports to the Government of Malawi:

- 1) Inception Report
Thirty (30) copies at the beginning of the first field work.
- 2) Field Report
Thirty (30) copies at the end of the first field work.



- 3) Interim Report
Thirty (30) copies at the beginning of the second field work.
- 4) Draft Final Report
Thirty (30) copies at the third field work. The government of Malawi will provide JICA with its comments on Draft Final Report within one (1) month after receipt of the Draft Final Report.
- 5) Final Report
Fifty (50) copies within two (2) months after receipt of the comments from the Government of Malawi on the Draft Final Report.

2. Counterpart Agency for the Study

The Department of Fisheries (DOF) shall act as counterpart agency to the Japanese Study Team during the implementation of the Study and also as coordinating body in relation with other governmental and non-governmental organizations concerned for the smooth implementation of the Study.

3. Undertaking of the Government of Malawi

Malawi Side agreed in principal to undertake the following responsibilities in order to facilitate efficient conduct of the Study.

- 1) To facilitate the smooth conduct of the Study; the Government of Malawi shall take necessary measures:
 - a) To permit the members of the Japanese Study Team to enter, leave and sojourn in Malawi for the duration of their assignments therein and exempt them from foreign registration requirements and consular fees;
 - b) To exempt the members of the Japanese Study Team from taxes, duties and any other charges on equipment, machinery and other material brought into Malawi for the implementation of the Study;
 - c) To exempt the members of the Japanese Study Team from income tax and charges of any kind imposed on or in connection with any emoluments or allowances paid to the members of the team for their services in connection with the implementation of the Study;
 - d) To provide necessary facilities to the Japanese Study Team for the remittance as well as utilization of the funds introduced into Malawi from Japan in connection with the implementation of the Study;
- 2) The Government of Malawi shall bear claims, if any arises, against the members of the Japanese Study Team resulting from, occurring in the course of, or otherwise connected with, the discharge of their duties in the implementation of the Study, except when such claims arise from gross negligence or willful misconduct on the part of the Japanese Study Team.



- 3) DOF shall, at its own expense, provide the Japanese Study Team with the following, in cooperation with other organizations concerned:
 - a) Security-related information on as well as measures to ensure the safety of the Japanese Study Team;
 - b) Information on as well as support in obtaining medical services;
 - c) Available data and information related to the Study;
 - d) Counterpart personnel;
 - e) Suitable office space with necessary office equipment and furniture in Lilongwe;
 - f) Credentials or identification cards.

4. Assignment of Counterpart Personnel

DOF will assign the counterpart personnel to the Japanese Study Team, tentatively in the following fields :

- 1) Aquaculture
- 2) Fisheries Economics
- 3) Fisheries Biologist
- 4) Administration and Management
- 5) Sociologist
- 6) Policy and Legislation

5. Counterpart Training in Japan

DOF requested that the counterpart personnel be trained in Japan as one of the activities to achieve the Objectives of the Study 3) technology transfer.

6. Final Report

DOF agreed that the Final Report would be open to the public.

7. Consultation

JICA and DOF shall maintain constant communication and consult with each other in respect of any matters that may arise from or in connection with the Study.

8. Finalization of the Scope of Work

After the Team conveys the result to the Government of Japan, the necessary procedures will be taken for the conduct of the Study. JICA will then prepare a draft of the Scope of Work and send it to DOF through JICA office in Malawi. When both sides agree and sign the Scope of Work, the Study will be commenced officially.



APPENDIX 1

TENTATIVE SCHEDULE

Months	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
The Study in Malawi		▨						▨				▨			
The Study in Japan	▭						▭					▭		▭	
Reports		△ Ic/R				△ Fd/R		△ It/R					△ Df/R	◎	△ F/R

- (Remarks)
- Ic/R : Inception Report
 - Fd/R : Field Report
 - It/R : Interim Report
 - Df/R : Draft Final Report
 - ◎ : Comments on Df/R by the Government of Malawi
 - F/R : Final Report

List of Participants in a series of meetingsMalawi Side

Ministry of Natural Resources and Environmental Affairs

Mr. George C. Mkondiwa Principal Secretary

Department of Fisheries, HQ

Mr. S.A Mapila Director of Fisheries
 Mr. Orton M. Kachinjika Chief Fisheries Research Officer
 Mr. D.D. Bandula Chief Fisheries Officer
 Mr. B.B.A. Rashidi Assistant Chief Fisheries Officer (SADC)
 Dr. Steve Donda Assistant Chief Fisheries Officer
 Mr. Mackson Nyiremda Assistant Chief Fisheries Officer
 Mr. Michael Kapeleta Principal Fisheries Officer
 Mr. Morris Makuwila Fisheries Information Officer
 Mr. Peter Jarchau Fisheries Management Advisor

Malawi Fisheries Research Institute

Dr. M.C. Banda Assistant Chief Fisheries Research Officer
 Mr. Bosco Rusuwa Research Officer
 Mr. Richard Sipawe Research Officer
 Mr. Geoffrey Kanyerere Research Officer
 Mr. Maxon Ngochera Research Officer
 Mr. Kissa Mwakiyongo Research Officer
 Mr. Moffat Manase Research Officer
 Mr. Thomas Nyasulu Research Officer
 Dr. Olaf Weyl NARMAP Research Advisor

Department of Fisheries, Field Offices

Mr. Joe Mfne Fisheries Officer, Salima
 Mr. M.M. Kumbikano Fisheries Research Officer (Aquaculture), Mzuzu
 Mr. Collins Jambo Principal, Malawi College of Fisheries
 Mr. D. Banda Divisional Fisheries Officer, Mangochi
 Mr. C. Gondwe Senior Technical Assistant, Nkhata Bay
 Mr. S. Unyolo Fisheries Officer (Aquaculture), NAC, Domasi

SADC/GEF

Mr. Alexander Bulirani LaMEMP coordinator

Ministry of Finance and Economic Planning

Mr. M. Sibande Deputy Director

Bunda College of Agriculture

Dr. Emmanuel Kaunda Senior Lecturer

Mr. Matiya Lecturer

Mr. J. K. Chimoka Lecturer

Mr. Guidni Magnus Eiriksson Aquaculture Expert, ICEIDA

Chancellor College

Mr. Lawrence Malekano MBERU

Mr. George Mwale Field Manager, MBERU

Mr. Boniface Mkoko Outreach Manager, MBERU

Mr. Wisdom Changadeya Lab. Manager, MBERU

MALDECO Fisheries

Mr. K. Kumwenda General Manager

Stuart M. Grant Ltd.

Mr. Stuart M. Grant Managing Director

Japan Side

Preparatory Study Team

Mr. Yukihide Katsuta Leader

Mr. Masaru Okamoto Artisanal Fisheries Promotion

Dr. Shigeru Shimura Fish Ecology

Dr. Tsuneo Kume Fisheries Resources/ Fisheries Development

Ms. Takako Tamai Coordinator/ preliminary evaluation



JICA Malawi Office

Mr. Hiroshi Murakami	Resident Representative
Mr. Keiichi Okitsu	Assistant Resident Representative
Mr. Vincent A.L.Mkandaxivve	Aid Coordinator

JICA Expert

Dr. Hiroki Eda	NAC, Domasi
Mr. Keiichi Sato	NAC, Domasi
Dr. Shinsuke Morioka	Bunda College of Agriculture
Dr. Shinji Mizoiri	Chancellor College
Mr. Hideki Ikehata	Marine Training College
Mr. Masafumi Taguchi	Ministry of Finance

