

The Republic of Malawi

Ministry of Irrigation and Water Development
Ministry of Agriculture and Food Security

THE STUDY ON
THE CAPACITY DEVELOPMENT OF
SMALLHOLDER FARMERS FOR THE
MANAGEMENT OF SELF-HELP
IRRIGATION SCHEMES
(MEDIUM-SCALE)
IN
THE REPUBLIC OF MALAWI

FINAL REPORT

APPENDICES

August 2009

JAPAN INTERNATIONAL COOPERATION AGENCY
SANYU CONSULTANTS INC.

VOLUME II
APPENDICES

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APPENDIX 1

*TEAM MEMBERS, C/PS AND
OFFICERS CONTACTED*

Appendix 1 Team Members, C/Ps and Officers Contacted

Name	Position/ Office Name
I. Team Members	
1. Mr. Shunichi Hosono	Team Leader/ Rural Development
2. Mr. Seiji Takeuchi	Irrigation Management/ Agricultural Infrastructure
3. Mr. Shoji Masumura	Rural Sociology/ Farmers Organization
4. Mr. Yasunori Hasegawa	Farm Management/ Agricultural Extension
5. Mr. Nobuaki Chiba	Design/ Cost Estimate/ Monitoring
6. Mr. Masaya Fukumoto	Coordinator/ Participatory Development/ Agro-Economics
II. Counterpart Officers	
1. Mr. Laurencia Mzamu	Irrigation Officer/ Department of Irrigation Services
2. Mr. Deziderith Chamdimba	Assistant Irrigation Officer/ Department of Irrigation Services
III. Officers Contacted	
A. Malawi Government	
1) <u>Ministry of Irrigation and Water Development (MOIWD)</u>	
1. Mrs. Andriana F. Mchiela	Principal Secretary for Irrigation and Water Development
2. Mr. Rodson W. Mkwepu Nakanga	Acting Secretary for Irrigation and Water Development
<u>Department of Irrigation Services (DOI)</u>	
1. Mr. Sandram C.Y. Maweru	Director of Irrigation Services (DOI)
2. Mr. Geoffrey Mwepa	Deputy Director of DOI
3. Mr. Winston M. Sataya	Deputy Director of DOI
4. Mr. Chawanangwa Jana	Chief Irrigation Officer, Coordinator of Smallholder Crop Production Project
5. Mr. Chawanangwa Khaila	Water Management Specialist, Head of WUA Service Unit
6. Mr. Chifundo Seunda	Procurement Specialists
7. Ms. Martha Chizimba	Economist
8. Mr. James Chikhungu	Irrigation Officer
9. Mr. Mathews Ngwira	Irrigation Officer
10. Mr. Matola	Head of DOI Workshop
<u>Department of Planning (DOP)</u>	
1. Mr. Jere	Director of Planning
2. Mr. Themba G. Chirwa	Principle Economist
2) <u>Ministry of Agriculture and Food Security (MOAFS)</u>	
1. Mr. Dr. Andrew Daudi	Principal Secretary for Agriculture and Food Security
2. Ms. Erica Maganga	Principal Secretary II for Agricultural and Food Security
<u>Department of Crop Production (DOCP)</u>	
1. Mr. Nyandule Phiri	Director of Crop Production

- | | |
|-----------------|----------------------------------|
| 2. Mr. Naguma | Acting Director |
| 3. Mr. Mtambo | Chief Crop Production Officer |
| 4. Mr. Kmuwenda | Deputy Director for Horticulture |

Department of Agricultural Extension Services (DAES)

- | | |
|---------------------------|----------------------------------------------------|
| 1. Ms. Grace M.E. Malindi | Director of Agricultural Extension Services (DAES) |
| 2. Mr. C. Tchowa | Deputy Director of DAES |
| 3. Ms. Freda L. Kayuni | Deputy Director for AGRESS |
| 4. Mr. Morota | Extension Officer, DAES |

Department of Planning (DOP)

- | | |
|--------------------------|----------------------|
| 1. Mr. George Zimalilana | Director of Planning |
|--------------------------|----------------------|

Agriculture Development Division (ADD)

Lilongwe ADD

- | | |
|------------------------------|----------------------------------------------------|
| 1. Dr. Ching'amba | Programme Manager, Lilongwe ADD |
| 2. Mr. Dan L. Yona | Acting Programme Manager, Lilongwe ADD |
| 3. Mr. Tinkho M. Mpezeni | Chief Irrigation Officer, Lilongwe ADD |
| 4. Mr. Thom Chibowola | Principal Irrigation Officer, Lilongwe ADD |
| 5. Mr. E.L. Katunga | Chief Agricultural Extension Officer, Lilongwe ADD |
| 6. Ms. Kazila | Chief Crop Management, Lilongwe ADD |
| 7. Mr. G.M. Chiwosi | Principal Agricultural Officer, Lilongwe ADD |
| 8. Mr. C.T. Bomba | Evaluation Officer, Lilongwe ADD |
| 9. Mr. Chakula | Principal, Nthenje RTC |
| 10. Mr. Thomas | Boarding Master, Nkhande RTC |
| 11. Mr. Yaz Nyrenda | DADO, Lilongwe DAO |
| 12. Mr. E.Ndalawa | Assistant DADO, Lilongwe DAO |
| 13. Mr. S.Mumba | Irrigation Officer, Lilongwe DAO |
| 14. Ms. Moyo | Irrigation Officer, Lilongwe DAO |
| 15. Ms. Tamala Kachingwe | Irrigation Officer, Lilongwe DAO |
| 16. Mr. Robert Ligowe | Assistant Irrigation Officer, Lilongwe DAO |
| 17. Mr. Kumasala | Assistant Irrigation Officer, Lilongwe DAO |
| 18. Mr. Boydd M. Mkaka | Assistant Irrigation Officer, Lilongwe DAO |
| 19. Mr. M. Mapsyere | Extension Officer, Lilongwe DAO |
| 20. Mr. H.J. Msiska | AEDC, Mlomba EPA, Lilongwe DAO |
| 21. Mr. B.S. Kaunda | AEDO, Mlomba EPA, Lilongwe DAO |
| 22. Mr. Smart Lans Gwedemua | DPD, Lilongwe District Planning Assembly |
| 23. Mr. M.C. Mdulamizu | DADO, Ntcheu DAO |
| 24. Mr. W.S. Kaumbata | Assistant DADO, Ntcheu DAO |
| 25. Mr. Augenio B. Cheyo | Irrigation Officer, Ntcheu DAO |
| 26. Mr. H.Chawinga | Senior Assistant Irrigation Officer, Ntcheu DAO |
| 27. Mr. W.L. Singano | Assistant Irrigation Officer, Ntcheu DAO |
| 28. Mr. Joseph C. Mtewa | Crop Officer, Ntcheu DAO |
| 29. Mr. G.M. Katsonga | Land Resource Conservation Officer, Ntcheu DAO |
| 30. Mr. G.S. Kachingwe | Agri-Business Officer, Ntcheu DAO |
| 31. Mr. Silaney Kimani | VSO Volunteer, Ntcheu DAO |
| 32. Mr. Khaonga | AEDC, Manjawira EPA, Ntcheu DAO |
| 33. Mr. Harrison C. Munthali | AEDO, Manjawira EPA, Ntcheu DAO |

Mzuzu ADD

- | | |
|-----------------------------|----------------------------------------|
| 1. Mr. C.S. Khonje | Programme Manager, Mzuzu ADD |
| 2. Mrs. Agnes Moyo | Deputy PM/ Crop Officer, Mzuzu ADD |
| 3. Mrs. Tawina Copa Kamanga | Chief Irrigation Officer, Mzuzu ADD |
| 4. Mr. B.L. Nthakomwa | District Irrigation Officer, Mzuzu ADD |
| 5. Ms. E. Manda | Irrigation Officer, Mzuzu ADD |

6. Ms. Linda Nyangulu	Irrigation Officer, Muzuzu ADD
7. Mr. A.S.K. Sichimatu	Crop Officer, Mzuzu ADD
8. Mr. C. Chirwa	Evaluation Officer, Mzuzu ADD
9. Mrs. Charity Silongwe	Principal, Mzuzu RTC
10. Mr. P.J. Munyenembe	Assistant DADO, Rumphi DAO
11. Mr. Kandawira	Irrigation Officer, Rumphi DAO
12. Mr. H.W.M. Mbale	Irrigation Officer, Rumphi DAO
13. Mr. David Yafeti	Assistant Irrigation Officer, Rumphi DAO
14. Mr. Edward Kalua	Assistant Irrigation Officer, Rumphi DAO
15. Mr. Lumbani Msisia	Extension Methodology Officer, Rumphi DAO
16. Mr. Charles Msowayo	AEDC, Mhuju EPA, Rumphi DAO
17. Mr. Hara	AEDO, Mhuju EPA, Rumphi DAO
18. Mr. W.J. Msisica	AEDC, Chinteche EPA, Nkhata Bay DAO
19. Mr. W.M. Mukumbwa	Senior Assistant Irrigation Officer, Nkhata Bay DAO
20. Ms. L.C. Phiri	Scheme Manager, Limphasa Irrigation Scheme, Nkhata Bay DAO
21. Mrs. N.C. Mipando	DADO, Mzimba DAO
22. Mr. Charles M. Banda	Irrigation Officer, Mzimba DAO
23. Ms. J.E. Bauwa	Assistant Irrigation Officer, Mzimba DAO
24. Ms. Josephine Banda	Assistant Irrigation Officer, Mzimba DAO
25. Mr. I.H. Chinomba	Crop Officer, Mzimba DAO
26. Mr. Chowz Zele	Crop Officer, Mzimba DAO
27. Mr. J.U. Kawonga	Land Resource Officer, Mzimba DAO
28. Mr. Erm Kayange	AEDC, Luwelezi EPA, Mzimba DAO
29. Mr. Albert Nyirenda	AEDO, Luwelezi EPA, Mzimba DAO
30. Ms. J.W. Mwambongo	AEDO, Luwelezi EPA, Mzimba DAO

Kasungu ADD

1. Mr. M.Z. Bodzalakani	Programme Manager, Kasungu ADD
2. Mr. P.A.N. Gondwe	Deputy Programme Manager, Kasungu ADD
3. Mr. Charles Mwalaby	Chief Irrigation Officer, Kasungu ADD
4. Mr. Moroko	Acting CIO, Kasungu ADD
5. Ms. L. Chinangwa	Principal LRCO, Kasungu ADD
6. Mr. E.A.T. Mzembe	PHO, Kasungu ADD
7. Mr. J. Hennock	DCO, Kasungu ADD
8. Mr. Kachimea	PEM, Kasungu ADD
9. Mr. Thomson Harawa	Principal, Lisasadzi RTC
10. Mr. A. Chirwa	DADO, Kasungu DAO
11. Mr. B.G.K. Banda	Irrigation Officer, Kasungu DAO
12. Mr. Mabedi	Irrigation Officer, Kasungu DAO
13. Ms. Yamikani Mtoso	Assistant Irrigation Officer, Kasungu DAO
14. Mr. A. Mahowe	Assistant Irrigation Officer, Kasungu DAO
15. Mr. Moyo	Agricultural Extension Officer, Kasungu DAO
16. Mr. D.M. Phiri	Crop Officer, Kasungu DAO
17. Mr. B.E. Nyoni	Land Resource Conservation Officer, Kasungu DAO
18. Mr. H.A. Perete	Planning Officer, Kasungu DAO
19. Mr. Baloyi	AEDC, Chulu EPA, Kasungu DAO
20. Mr. William S.A. Msunje	Assistant AEDC, Chulu EPA, Kasungu DAO
21. Mr. P. Lungle	Assistant AEDO
22. Mr. N.A. Mbale	AEDC, Chipala EPA, Kasungu DAO
23. Mr. P.D. Matatiyo	AEDO, Chipala EPA, Kasungu DAO
24. Mr. F.F. Mazalure	Assistant Irrigation Officer, Ntchisi DAO
25. Mr. Joshua J. Mphanda	Assistant DADO, Dowa DAO
26. Mr. Chimbalanga	Irrigation Officer, Dowa DAO
27. Mr. Esau Banis	Irrigation Officer, Dowa DAO

28. Mr. D.S. Musukwa	Extension Methodology Officer, Dowa DAO
29. Mr. C.G.F. Mng'amba	CPO, Dowa DAO
30. Mr. Mwanankhu	Crop Officer, Dowa DAO
31. Ms. M.L. Kasonkanji	AGRESS, Dowa DAO
32. Mr. M. Ndalama Phiri	AEDC, Nachisaka EPA, Dowa DAO
33. Mrs. Joyce Phiri	AEDO, Nachisaka EPA, Dowa DAO
34. Mr. J.J.M. Phiri	AEDC, Chivala EPA, Dowa DAO

Salima ADD

1. Mr. A.J. Kaunda	Programme Manager, Salima ADD
2. Mr. Kausi	Deputy Programme Manager, Salima ADD
3. Mr. Khosa	Chief Irrigation Officer, Salima ADD
4. Mr. Cedric Chamasowa	Senior Assistant Irrigation Officer, Salima ADD
5. Mr. B.M.W. Phewa	Chief Agricultural Extension Officer, Salima ADD
6. Mrs. S. Kang'ombe	DADO, Salima DAO
7. Mr. AC. Nkhata	Irrigation Officer, Salima DAO
8. Mr. Moloseri	AEDC, Tembwe EPA, Salima DAO
9. Mr. E.G. Yamikani	DADO, Nkhotakota DAO
10. Mr. Richard Museka	Chiya Project, Nkhotakota DAO

Machinga ADD

1. Mrs. Kalinda Thaulo	Programme Manager, Machinga ADD
2. Mr. I.M. Mkaka	Principal Irrigation Officer, Machinga ADD
3. Mr. Chitete	Irrigation Officer, Machinga ADD
4. Mr. C. Kamowatimwa	Irrigation Officer, Machinga ADD
5. Mr. Samuel Jimu	Irrigation Officer, Machinga ADD
6. Mr. Gondwe	DADO, Machinga DAO
7. Mr. M.D. Cheyo	Assistant DADO, Machinga DAO
8. Mr. Chiwayula	Irrigation Officer, Machinga DAO
9. Mr. Yiwombe	Extension Officer, Machinga DAO
10. Mr. Masuko	Crop Officer, Machinga DAO
11. Mr. K.M. Alabi	AEDC, Nsanama EPA, Machinga DAO
12. Mr. Chodzadza	AEDO, Nsanama EPA Machinga DAO
13. Mr. Kandoje	DADO, Mangochi DAO
14. Mr. James Yadidi	Irrigation Officer, Mangochi DAO
15. Mr. Sakwata	AEDC, Nthilimanja EPA, Mangochi DAO
16. Mr. Jongwe	AEDO, Nthilimanja EPA, Mangochi DAO

3) Other Ministries concerned**Ministry of Economic Planning and Development**

1. Mr. Ted Sitimawina	Secretary of Economic Planning and Development
-----------------------	------------------------------------------------

Ministry of Finance

1. Dr. Naomi Ngwira	Director of Debt and Aid
---------------------	--------------------------

Ministry of Natural Resources and Environmental Affairs

1. Mr. Kamperewera	Deputy Director, Department of Environmental Affairs
2. Ms. J.J. Sibale	EIA Officer, Department of Environmental Affairs
3. Mr. Benson Yassin	EIA Officer, Department of Environmental Affairs

B. Related Donors

- 1) World Bank (WB)
 1. Mr. Hardwick Tchale Agricultural Economist
- 2) European Union (EU)

1. Mr. Raniero Leto First Secretary, Rural Development and Food Security
- 3) International Fund for Agri culture Development (IFAD)
 1. Mr. Joseph Chisenga National Programme Coordinator, Smallholder Flood Plain Development Programmer
- 4) Food and Agricultural Organization (FAO)
 1. Mr. Jussoho Resident Representative
 2. Mr. Alick Nkhoma Assistant Resident Representative
- 5) Farm Income Diversification Programme (FIDP)
 1. Mr. Mathew J. Manda Administrator
 2. Mr. Stevin Kamwendo Project Coordinator, Lilongwe

C. Local Consultants

1. Mr. Yappy Silungwe Consultant, Irrigation / Civil Engineer
2. Mr. James Kinsley Principal Consultant, ACG
3. Mr. Alex Millington-Hore Consultant, ACG

D. Non-Governmental Organizations (NGOs)

1. Mr. Redge Masupayi Project Manager, Care Malawi
2. Mr. Zwide D. Jere Malawi Director, Total Land Care (TLC)
3. Mr. Haig Sawasawa Deputy Director, TLC
4. Mr. Philip Tembo Specialist in Agricultural Economy, TLC
5. Mr. Jhon Chisui Specialist in Land Husbandry, TLC
6. Mr. Sosten M. C. Nyoni Director, Catholic Development Commission in Malawi (CADECOM)
7. Ms. Fiona Edwards Country Director, Concern Worldwide
8. Mr. Frank Mwenechanya Irrigation Engineer, Foundation for Irrigation and Sustainable Development (FISD)
9. Mr. Arther Mpama Irrigation Engineer, FISD

E. Others

1. Dr. Chinkhuntha Farm Manager. Tikondwe Freedom Garden
2. Mr. Stanley Chidaya Information and Extension Officer, Malawi Organic Growers Association.
3. Dr. Emmanuel S. Monyo Principal Scientist (Breeding), International Crops Research Institute for the Semi-Arid Tropics (ICRISAT)
4. Mr. Ayub Mwedadi Representative of Rusagu Gardens
5. Mr. J. Kanjanga Director of Lipangwe Organic Manure Demonstration Farm (LOMADEF)
6. Mr. Hendersson Chiliza Project Officer, LOMADEF
7. Mr. Sander Domkel Managing Director, CHEETAH (MW) LIMITED
8. Ms. Dorothy Manda President of Ngolowindo Horticulture Cooperative Society Ltd. (NHCS)
9. Ms. Mercy Butao Project Coordinator, NHCS

F. Related Japanese Agencies

1) Embassy of Japan in Malawi

1. Mr. Motoyoshi Noro Ambassador
2. Mr. Yoichi Oya First Secretary
3. Ms. Takako Mitsumori Researcher / Advisor

2) JICA Malawi Office

1. Mr. Shinji Obuchi Resident Representative

- | | |
|-------------------------------|-----------------------------------|
| 2. Mr. Akihiko Hoshino | Deputy Resident Representative |
| 3. Mr. Shunsuke Takato | Assistant Resident Representative |
| 4. Mr. Hideki Sonoyama | Project Formulation Advisor |
| 5. Mr. Manda M. Reinford | Programme Officer |
| 6. Mr. Mkandawira Vincent A.L | Aid Coordinator (Agriculture) |

3) JICA Expert to Malawi Government

- | | |
|----------------------------|----------------------------------------------------------------------------------------------------------------------|
| 1. Mr. Kuninobu Noda | JICA Expert in Monitoring and Evaluation on Irrigation Policy |
| 2. Mr. Hideo Okada | Chief Advisor, Smallholder Irrigation Scheme Project |
| 3. Mr. Takashi Nakamura | Expert, Smallholder Irrigation Scheme Project |
| 4. Mr. Kenji Shiraishi | Coordinator, Smallholder Irrigation Scheme Project |
| 5. Mr. Kiyonori Matsushima | Programme Advisor, Institutional and Human Resource Development Project for One Village One Product (OVOP) Programme |

APPENDIX 2
SCOPE OF WORK AND
MINUTES OF MEETINGS

APPENDIX 2 SCOPE OF WORK AND MINUTES OF MEETINGS

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4. MINUTES OF THE MEETING ON PROGRESS REPORT (1) FOR THE STUDY (March 15th 2007)
5. MINUTES OF THE MEETING ON PROGRESS REPORT (2) FOR THE STUDY (August 10th 2007)
6. MINUTES OF THE MEETING ON PROGRESS REPORT (3) FOR THE STUDY (February 21st 2008)
7. MINUTES OF THE MEETING ON INTERIM REPORT FOR THE STUDY (June 17th 2008)
8. MINUTES OF THE MEETING ON PROGRESS REPORT (4) FOR THE STUDY (September 9th 2008)
9. MINUTES OF THE MEETING ON PROGRESS REPORT (5) FOR THE STUDY (February 20th 2009)
10. MINUTES OF THE MEETING ON DRAFT FINAL REPORT FOR THE STUDY (July 1st 2009)

SCOPE OF WORK
FOR
THE STUDY
ON
THE CAPACITY DEVELOPMENT OF SMALLHOLDER FARMERS
FOR THE MANAGEMENT OF THE SELF-HELP IRRIGATION SCHEMES
(MEDIUM-SCALE)
IN
THE REPUBLIC OF MALAWI

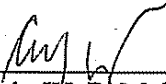
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BETWEEN

MINISTRY OF IRRIGATION AND WATER DEVELOPMENT,
MINISTRY OF AGRICULTURE AND FOOD SECURITY,

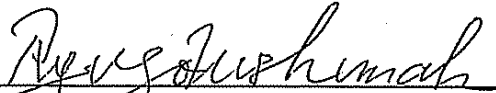
AND

JAPAN INTERNATIONAL COOPERATION AGENCY

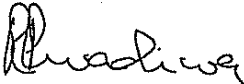
Lilongwe, September 15th, 2005



Mr. Grain W. P. Malunga
Principal Secretary,
Ministry of Irrigation and Water Developmen
The Republic of Malawi



Mr. NISHIMAKI Ryuzo
Leader of Preparatory Study Team,
Japan International Cooperation Agency
Japan



Mr. Randson P. Mwadiwa
Principal Secretary,
Ministry of Agriculture and Food Security
The Republic of Malawi

I. INTRODUCTION

In response to a request from the Government of the Republic of Malawi (hereinafter referred to as "GOM"), the Preparatory Study Team (hereinafter referred to as "the Team") headed by Mr. NISHIMAKI Ryuzo was sent to the Republic of Malawi by the Japan International Cooperation Agency from 7 September to 16 September, 2005.

The team held a series of discussions in relation to the Scope of the Study on the capacity development of smallholder farmers for the management of self-help irrigation schemes (medium-scale) in the Republic of Malawi (hereinafter referred to as "the Study") with representatives of the Ministry of Agriculture and Food Security, Ministry of Irrigation and Water Development and other relevant organizations. The list of participants in the series of meetings is attached as ANNEX 1. The followings were agreed upon by both Malawi and Japanese sides in relation to the Study.

II. RESULTS OF DISCUSSIONS

1. Title of the Study

Both sides agreed that the title of the Study should be changed from "the Study on the capacity building of smallholder farmers for the management of irrigation schemes in the Republic of Malawi" to "the Study on the capacity development of smallholder farmers for the management of self-help irrigation schemes (Medium-Scale) in the Republic of Malawi".

2. Objectives of the Study

Both sides agreed that the purpose of the Study should be as follows;

1. To formulate Action Plan (hereinafter referred to as the "A/P") to improve the Agriculture productivity in the existing self-help irrigation schemes.
2. To formulate Development Plan (hereinafter referred to as the "D/P") for the self-help irrigation schemes in irrigable area.
3. To carry out capacity development of Malawi counterpart personnel as well as of the communities concerned in the course of the Study.

3. Target for the Study

Both sides agreed that the target area of the Study should be medium-scale and self-help irrigation schemes.

4. Study area

Both sides confirmed that the study area covers the whole country of Malawi for the formulation of Action Plan (hereinafter referred to as the "A/P") and Development Plan (hereinafter referred to as the "D/P"), and some model area(s) in Lilongwe, Kasungu, Salima, Machinga and Muzuzu ADD for the verification study of A/P.

The Malawian side requested that verification study for D/P should be conducted. The team promised to convey it to the JICA headquarters in Tokyo.

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5. Target Year of the Study

Both sides agreed that the A/P and D/P should be in line with Year 2015 stated in the National Irrigation Policy and Development Strategy (NIPDS).

6. Study approach

Both sides confirmed that the Study approach is based on applying the low input and grass root technology such as self-help initiative, rehabilitation and operation & maintenance by the smallholder farmers.

7. Counterpart organization and personnel

- (1) Both sides confirmed that the Ministry of Irrigation and Water Development is responsible for coordinating and implementing the Study with the assistance by the Study team and JICA.
- (2) The Malawian side promised to assign suitable counterpart personnel such as Irrigation Engineer (gravity and pump irrigation), Extension Officer and Socio-economist for the Study Team before the Study is commenced.

8. Steering Committee

For the smooth and effective implementation of the Study, both sides agreed upon the need for establishment of a steering committee chaired by Ministry of Irrigation and Water Development in the course of the Study. Expected participants of the steering committee are as follows;

- (1) Ministry of Irrigation and Water Development,
- (2) Ministry of Agriculture and Food Security,
- (3) Other relevant research institutes for agricultural farming,
- (4) JICA Study Team, and
- (5) JICA Malawi Office.

9. Counterpart Training in Japan

The Malawian side requested the training of counterpart(s) on specific relevant subjects in Japan for the efficient implementation of the Study. The team promised to convey it to the JICA headquarters in Tokyo.

10. Reports

Both sides confirmed that the final report of the Study would be opened to the public.

11. Equipment and Facilities

The Malawian side agreed to provide the Study Team with suitable office space and furniture in Lilongwe and exclusive use of telephone lines.

The Malawian side requested that JICA provides some equipment needed for the Study. These include:

- Vehicle and relevant equipments
- Photocopy machine

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- Personal computers, printers, and relevant equipments
- Communication expenses for international and long-distance call
- Other necessary equipments and expenses for the Study

The Team promised to convey the request to the JICA headquarters in Tokyo.

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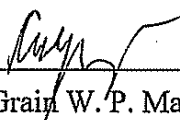


MINUTES OF MEETING
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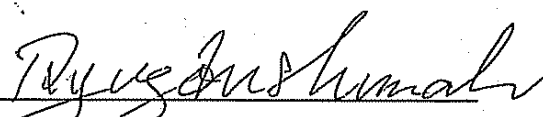
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BETWEEN

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MINISTRY OF AGRICULTURE AND FOOD SECURITY,
AND
JAPAN INTERNATIONAL COOPERATION AGENCY

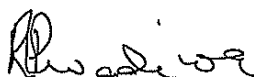
Lilongwe, September 15th, 2005



Mr. Graim W. P. Malunga
*Principal Secretary,
Ministry of Irrigation and Water Development
The Republic of Malawi*



Mr. NISHIMAKI Ryuzo
*Leader of Preparatory Study Team,
Japan International Cooperation Agency
Japan*



Mr. Randson P. Mwadiwa
*Principal Secretary,
Ministry of Agriculture and Food Security
The Republic of Malawi*

I. INTRODUCTION

In response to a request from the Government of the Republic of Malawi (hereinafter referred to as "GOM"), the Preparatory Study Team (hereinafter referred to as "the Team") headed by Mr. NISHIMAKI Ryuzo was sent to the Republic of Malawi by the Japan International Cooperation Agency from 7 September to 16 September, 2005.

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II. RESULTS OF DISCUSSIONS

1. Title of the Study

Both sides agreed that the title of the Study should be changed from "the Study on the capacity building of smallholder farmers for the management of irrigation schemes in the Republic of Malawi" to "the Study on the capacity development of smallholder farmers for the management of self-help irrigation schemes (Medium-Scale) in the Republic of Malawi".

2. Objectives of the Study

Both sides agreed that the purpose of the Study should be as follows;

1. To formulate Action Plan (hereinafter referred to as the "A/P") to improve the Agriculture productivity in the existing self-help irrigation schemes.
2. To formulate Development Plan (hereinafter referred to as the "D/P") for the self-help irrigation schemes in irrigable area.
3. To carry out capacity development of Malawi counterpart personnel as well as of the communities concerned in the course of the Study.

3. Target for the Study

Both sides agreed that the target area of the Study should be medium-scale and self-help irrigation schemes.

4. Study area

Both sides confirmed that the study area covers the whole country of Malawi for the formulation of Action Plan (hereinafter referred to as the "A/P") and Development Plan (hereinafter referred to as the "D/P"), and some model area(s) in Lilongwe, Kasungu, Salima, Machinga and Muzuzu ADD for the verification study of A/P.

The Malawian side requested that verification study for D/P should be conducted. The team promised to convey it to the JICA headquarters in Tokyo.

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[Signature]

5. Target Year of the Study

Both sides agreed that the A/P and D/P should be in line with Year 2015 stated in the National Irrigation Policy and Development Strategy (NIPDS).

6. Study approach

Both sides confirmed that the Study approach is based on applying the low input and grass root technology such as self-help initiative, rehabilitation and operation & maintenance by the smallholder farmers.

7. Counterpart organization and personnel

- (1) Both sides confirmed that the Ministry of Irrigation and Water Development is responsible for coordinating and implementing the Study with the assistance by the Study team and JICA.
- (2) The Malawian side promised to assign suitable counterpart personnel such as Irrigation Engineer (gravity and pump irrigation), Extension Officer and Socio-economist for the Study Team before the Study is commenced.

8. Steering Committee

For the smooth and effective implementation of the Study, both sides agreed upon the need for establishment of a steering committee chaired by Ministry of Irrigation and Water Development in the course of the Study. Expected participants of the steering committee are as follows;

- (1) Ministry of Irrigation and Water Development,
- (2) Ministry of Agriculture and Food Security,
- (3) Other relevant research institutes for agricultural farming,
- (4) JICA Study Team, and
- (5) JICA Malawi Office.

9. Counterpart Training in Japan

The Malawian side requested the training of counterpart(s) on specific relevant subjects in Japan for the efficient implementation of the Study. The team promised to convey it to the JICA headquarters in Tokyo.

10. Reports

Both sides confirmed that the final report of the Study would be opened to the public.

11. Equipment and Facilities

The Malawian side agreed to provide the Study Team with suitable office space and furniture in Lilongwe and exclusive use of telephone lines.

The Malawian side requested that JICA provides some equipment needed for the Study. These include:

- Vehicle and relevant equipments
- Photocopy machine

- Personal computers, printers, and relevant equipments
- Communication expenses for international and long-distance call
- Other necessary equipments and expenses for the Study

The Team promised to convey the request to the JICA headquarters in Tokyo.

to see



ANNEX 1

LIST OF PARTICIPANTS

Malawian Side

Ministry of Irrigation and Water Development

Mr. Grain W. P. Malunga	Principal Secretary
Mr. Sandram C. Y. Maweru	Director of Irrigation Services
Mr. Yona Kamphale	Chief Economist
Mr. Geoffrey Mwepa	Chief Irrigation Officer

Ministry of Agriculture and Food Security

Mr. Randson P. Mwadiwa	Principal Secretary
Mr. Malumbo K. Gondwe	Economist, Department of Planning

Japanese Side

Preparatory Study Team

Mr. Nishimaki Ryuzo	Leader
Mr. Nakahori Hiroaki	Project planning
Mr. Matsushima Kiyonori	Preparatory evaluation
Mr. Ito Masaki	Irrigation Scheme Management

JICA Malawi Office

Mr. Mizutani Kyoji	Resident Representative
Mr. Kadowaki Satoshi	Staff

JICA Expert


Mr. Okada Hideo	Small-Scale Irrigation Promotion Advisor
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**MINUTES OF THE MEETING
ON
INCEPTION REPORT
FOR
THE STUDY
ON
THE CAPACITY DEVELOPMENT OF SMALLHOLDER FARMERS
FOR
THE MANAGEMENT OF SELF-HELP IRRIGATION SCHEMES (MEDIUM-SCALE)
IN
THE REPUBLIC OF MALAWI**

Lilongwe
February 6th, 2007

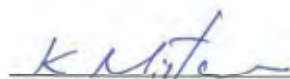


Mr. Sandram C.Y. Maweru
Director of Irrigation Services,
Department of Irrigation Services (DOI),
Ministry of Irrigation and Water Development
(MOIWD), the Republic of Malawi



Mr. SHUNICHI HOSONO
Leader of Study Team,
Japan International Cooperation
Agency (JICA)

Witnessed by:



Mr. Kyoji MIZUTANI
Resident Representative,
JICA Malawi Office

Following the Scope of Work (hereinafter referred to as "S/W") on "the Study on the Capacity Development of Smallholder Farmers for the Management of Self-Help Irrigation Schemes (Medium-Scale) in the Republic of Malawi (hereinafter referred to as "the Study"), which has been agreed upon between the Japan International Cooperation Agency (hereinafter referred to as "JICA") and the Government of the Republic of Malawi on 15th September, 2005, JICA fielded a Study Team headed by Mr. Shunichi Hosono of the Sanyu Consultants, Inc. to Malawi on 26th January, 2007.

The Study Team submitted 30 copies of the Inception Report (hereinafter referred to as "Ic/R") and presented its contents. A series of discussions was held between the Study Team and the Ministry of Irrigation and Water Development (hereinafter referred to as "MOIWD") and the Ministry of Agriculture and Food Security (hereinafter referred to as "MOAFS"), as chaired by Mr. Sandram Maweru, Director of Irrigation Service, Department of Irrigation Services (DOI) at the conference room of the MOIWD, Lilongwe City at the Steering Committee Meeting held on 6th February, 2007. The list of participants to the meeting is shown in Annex-1.

The MOIWD accepted the contents of the Ic/R such as strategy and approach, study methods and procedures, work schedules, etc. The main points discussed and agreed upon are as follows:

- 1) The Steering Committee accepted the contents of the Ic/R in principle. Necessary corrections, amendment or additions will be reflected through the project activities and reports.
- 2) The Steering Committee addressed a question on the data source of the Poverty Profile on the presentation paper of the Ic/R. The Study Team explained that the data source referred from the Statistical Yearbook Malawi 2004.
- 3) The Steering Committee confirmed the importance of farmer's organization and management aspect throughout the study. The Study Team explained that farmer's organization is one of the most important aspects to be taken care of and strengthened since farmers' initiatives as well as the capacity development of smallholder farmers not only on technical and farm management aspects but also on the management of their groups / associations are our main focus on the Study. One of the Study Team members under the expertise of Rural Sociology and Farmer's Organization will be fully in charge on this aspect. The Steering Committee understood and agreed on this matter.
- 4) The Steering Committee requested that existing small-scale irrigation schemes, which have high capacity to upgrade on both water source and service areas, could be considered in the Study. The Study Team replied that the small-scale irrigation schemes being functioned with the temporally brush-dams during the dry season are considered as potential sites to be newly built or upgraded / improved. The comprehensive technical package for the rehabilitation of existing irrigation schemes will be made through the verification projects, and then the package will be utilized for the construction of new schemes at the potential sites including the case of upgrading / improvement of small-scale irrigation schemes. However, the Study Team expressed that the combination of permanent and temporally structures in the rehabilitation will be one of the options under certain conditions and also, besides the rehabilitation, technical assistance will be extended on such upgrading cases when necessary. The Steering Committee agreed that the

Study would give much priority on the "Rehabilitation" rather than the "Upgrading / Improvement".

- 5) The JICA Study Team explained to the Steering Committee that "Low inputs", which is mentioned in the presentation paper of the Ic/R as well as in the S/W, means "Affordable inputs" in practical way for both farmers and government sides. The Steering Committee understood that "Affordable inputs" further means the resources, which farmers are able to obtain with their available financial resources, techniques and social conditions from outside or inside of their communities so that they can build and sustain the self-help operation and maintenance of their irrigation facilities.
- 6) Regarding the Table on "Comparison of Irrigation Schemes by Scale" on page 3 of the Ic/R, the Steering Committee suggested that "By government" should be added into the section of the "supervision" for the small-scale irrigation, and "By farmers" to be added into the section of the "operation and maintenance" for the Large-Scale irrigation. The JICA Study Team agreed on these suggestions.
- 7) The Study Team requested that the Steering Committee should furnish the list of the Steering Committee members. The Steering Committee agreed that they would soon furnish it to the Study Team as well as to the JICA.
- 8) The Study Team requested the MOIWD to assign the full-time counterpart personnel to work together with the Study Team as soon as possible. The MOIWD replied that necessary arrangement has been in process.
- 9) The Study Team requested the MOIWD to provide the information on security, ID cards, medical care, data and maps, etc. The Steering Committee agreed to provide them promptly when necessary.
- 10) The JICA requested the MOIWD to kindly take an action for the arrangement of handing-over two vehicles, which are used for the Study, from the JICA to the MOIWD so that these vehicles will be registered under the MOIWD from the next financial year.

LIST OF PARTICIPANTS OF THE STEERING COMMITTEE MEETING

I. Malawi Government Side

Ministry of Irrigation and Water Development (MIWD)

1. Mr. Sandram C.Y. Maweru Director, DOI
2. Mr. Abel Khonje Deputy Director, DOI

Ministry of Agriculture and Food Security (MAFS)

1. Ms. Freda L. Kayuni Assistant Chief Agricultural Extension Officer, DAES
2. Mr. James L.L. Banda Acting Programme Manager, Lilongwe ADD

Japanese Side

JICA Malawi Office

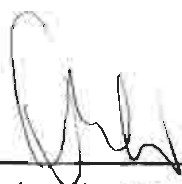
1. Mr. Kyoji Mizutani Resident Representative, JICA
2. Mr. Takanori Satoyama Project Formulation Adviser, JICA
3. Mr. Reinford Manda Programme Officer, JICA

JICA Study Team


1. Mr. Shunichi Hosono Team Leader/ Rural Development
2. Mr. Seiji Takeuchi Irrigation Management/ Agricultural Infrastructure
4. Mr. Yasunori Hasegawa Farm Management/ Agricultural Extension
5. Mr. Nobuaki Chiba Design/ Cost Estimate/ Monitoring
6. Mr. Masaya Fukumoto Coordinator/ Participatory Development

**MINUTES OF THE MEETING
ON
PROGRESS REPORT (1)
FOR
THE STUDY
ON
THE CAPACITY DEVELOPMENT OF SMALLHOLDER FARMERS
FOR
THE MANAGEMENT OF SELF-HELP IRRIGATION SCHEMES (MEDIUM-SCALE)
IN
THE REPUBLIC OF MALAWI**

Lilongwe
March 15, 2007



Mr. Rodson W. Mkwepu Nakanga
Acting Secretary,
Ministry of Irrigation and Water Development
(MOIWD), the Republic of Malawi



Mr. Hiroyuki Moronaga
Deputy Resident Representative,
Japan International Cooperation Agency
(JICA), JICA Malawi Office



Mr. Matthews J. Manda
Deputy Director, LRCD
Ministry of Agriculture and Food Security
(MOAFS), the Republic of Malawi



Mr. Shunichi Hosono
Leader of Study Team,
Japan International Cooperation Agency
(JICA)

Following the Scope of Work (hereinafter referred to as "S/W") on "the Study on the Capacity Development of Smallholder Farmers for the Management of Self-Help Irrigation Schemes (Medium-Scale) in the Republic of Malawi (hereinafter referred to as "the Study"), which has been agreed upon between the Japan International Cooperation Agency (hereinafter referred to as "JICA") and the Government of the Republic of Malawi on September 15, 2005, the JICA fielded a Study Team headed by Mr. Shunichi Hosono of the Sanyu Consultants, Inc. to Malawi on 26th January, 2007.

At the end of the First Field Survey, the JICA Study Team submitted 30 copies of Progress Report (1) (hereinafter referred to as "P/R (1)") to the Ministry of Irrigation and Water Development (MOIWD) and Ministry of Agriculture and Food Security (MOAFS). The P/R (1) includes;

- (1) Background and Objectives of the Study
- (2) Agriculture and Irrigation Sector in Malawi
- (3) Present Conditions of Medium-Scale Irrigation Schemes
- (4) Outlines and Progress of Studies Implemented during the First Field Work Period
- (5) Preliminary Study on Medium-Scale Irrigation Schemes
- (6) Subsequent Works, Schedule and Their Procedures

The Steering Committee Meeting as chaired by Mr. Rodson W. Mkwepu Nakanga, Acting Secretary of the MOIWD was held at the conference room of the MOIWD, Lilongwe City on 13th March 2007. In the Steering Committee Meeting, a series of discussions was held on the P/R (1).

This Minutes of Meeting summarizes the issues discussed and the understandings reached in the Steering Committee Meeting concerning the P/R(1). The lists of participants in the meetings are shown in Annex-1.

The MOIWD accepted the contents of the P/R (1) such as the study activities, procedures, schedule, etc. The main points discussed and agreed upon are as follows:

- 1) The Steering Committee expressed that the contents of the P/R (1) appears to be quite comprehensive and adequate to the points agreed upon in the S/W mentioned above.
- 2) A question about the definition of "Medium-Scale" was raised because the Study team conducted a survey and a workshop at Bua irrigation scheme which covers around 300 ha. The Director of DOI informed the meeting of World Bank's definition of "Medium-Scale" in its previous study which is "not more than 50 ha". The project formulation advisor from JICA commented that the Study should not make clear definition of "Medium-Scale" in the Study, because any irrigation scheme could be the target of the Study as long as the package of technology to be developed by the Study can be applied to the scheme. The project formulation advisor, however, reminded that the larger schemes are less likely to be targeted, considering the nature of the technology the Study aims to develop which is to be manageable by smallholder farmers. The meeting agreed to the comment.
- 3) The Steering Committee appreciated that one major element of the Study is building capacity of

the Government. Since this is a major study that will run for nearly three years and give unique opportunities for Malawian counterparts to acquire various experiences and knowledge, Deputy Director, Land Resource Conservation Department suggested that government officers at the central level should also be fully involved in the study. The Team Leader assured that the study team will extend support for capacity building as much as possible. In this connection, the Team Leader pointed out that assignment of more counterparts in different fields to work with the Study Team is critical.

- 4) The Director of DOI commented that as observed in the previous projects the missing of the capacity gap in various fields like irrigation, extension, soil conservation or crop management between implementers and stakeholders might cause of the failure. Particularly it is important in the beginning of the project. The Team Leader agreed and replied that the Study Team will fully take care.
- 5) The Deputy Resident Representative of JICA commented in relation to the technical Package that the view of the soft components such as rural sociology and farmers' institution have to be considered as to be a completed Package to implement this Study, and also mentioned that the Action Plan (A/P), which will be formulated as the result of the Study has to be practical and implementable in order to apply to other medium-scale irrigation schemes in the future. For the project to be sustainable, the Director of DOI, MOIWD expressed his view that there is need to involve all stakeholders right from identification to implementation through trainings. This will help farmers' beneficiaries of the project to take full responsibility of the operation of the irrigation schemes.
- 6) The Deputy Resident Representative of JICA also inquired the situation of Budget allocation of the MOIWD so that the Action Plan (A/P) and Development Plan (D/P) could be implemented widely to whole Malawi in the future. The Acting Secretary of MOIWD replied that they are expecting to receive more allocations than ever because the government of Malawi puts high priority on irrigation to develop the country as clearly outlined in MGDS. The Director of DOI commented that the Study has commenced right in time as the importance of irrigation has been widely acknowledged by the Government.
- 7) The Project Formulation Adviser of JICA asked a question as to how the findings from various surveys, field works, problem analysis and others could be addressed in the next field survey. The Team Leader explained that the findings on the potentials and constraints survey as well as other surveys will be carefully analyzed by the Study Team, and then the information will be used as a base factor for most of activities as scheduled in the Second Field Work, for instance, for the analysis workshop at each ADD, the selection of irrigation types and verification project sites, formulation of the Package and Action Plan (A/P).

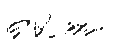
The Acting Secretary of the MOIWD thanked the Study Team for their activities in this phase of works. He mentioned that the P/R (1) was effective for formulation of Action Plan (A/P) for the medium-scale irrigation schemes, and the Study Team has done an enormous study. On behalf of the Malawi government, he thanked again the Study Team members for their contribution.

The Team Leader of the Study Team expressed his thanks for the cooperation and assistances rendered to the Study Team, and also questions and comments, which were raised during the discussion.

The Deputy Resident Representative of JICA finally expressed his appreciation to all participants for the cooperation and devotion to be a favorable beginning of the Study and, also addressed to keep continuing this tight collaboration of the Study.



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LIST OF PARTICIPANTS OF THE STEERING COMMITTEE MEETING

I. Malawi Government Side

Ministry of Irrigation and Water Development (MOIWD)

1. Mr. Rodson W. Mkwepu Nakanga Acting Secretary, MOIWD
2. Mr. Sandram C.Y. Maweru Director of Irrigation Services, DOI
3. Ms. L.M. Mzamu Irrigation Officer, DOI / Counterpart of the Study Team

Ministry of Agriculture and Food Security (MOAFS)

1. Mr. Matthews. J. Manda Deputy Director, Land Resource Conservation Department

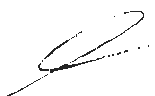
Japanese Side

JICA Malawi Office

1. Mr. Hiroyuki Moronaga Deputy Resident Representative, JICA
2. Mr. Takanori Satoyama Project Formulation Adviser, JICA
3. Mr. Reinford Manda Programme Officer, JICA

JICA Study Team

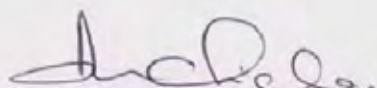
1. Mr. Shunichi Hosono Team Leader/ Rural Development
2. Mr. Seiji Takeuchi Irrigation Management/ Agricultural Infrastructure
3. Mr. Shoji Masumura Rural Society/Farmers Organization
4. Mr. Yasunori Hasegawa Farm Management/ Agricultural Extension
5. Mr. Nobuaki Chiba Design/ Cost Estimate/ Monitoring
6. Mr. Masaya Fukumoto Coordinator/ Participatory Development



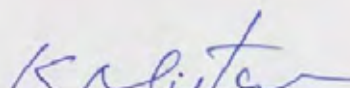
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**MINUTES OF THE MEETING
ON
PROGRESS REPORT (2)
FOR
THE STUDY
ON
THE CAPACITY DEVELOPMENT OF SMALLHOLDER FARMERS
FOR
THE MANAGEMENT OF SELF-HELP IRRIGATION SCHEMES (MEDIUM-SCALE)
IN
THE REPUBLIC OF MALAWI**

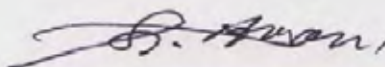
Lilongwe
August 10th, 2007



Mrs. A. F. Mchiela
Principal Secretary,
Ministry of Irrigation and Water Development
(MOIWD), The Republic of Malawi



Mr. Kyoji Mizutani
Resident Representative,
Japan International Cooperation Agency
(JICA), JICA Malawi Office

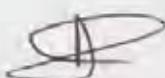


Mr. Shunichi Hosono
Leader of the Study Team,
Japan International Cooperation Agency
(JICA)

At the beginning of August, 2007 after the 2nd Field Work of the Study on the Capacity Development of Smallholder Farmers for the Management of Self-help Irrigation Schemes (Medium-scale) in the Republic of Malawi carried out from 3rd May, 2007, the Study Team submitted 30 copies of the Progress Report (2) (hereinafter referred to as "P/R (2)") to the Government of Malawi (GOM). Following the meeting of the Steering Committee, which was held on 10th August at the conference room of the Ministry of Irrigation and Water Development (hereinafter referred to as "MOIWD"), Lilongwe, a series of discussions was held between the Study Team and MOIWD as chaired by Mrs. Mchiela, Principal Secretary for MOIWD. Mrs. Michiela apologized the absence of other Steering Committee Members of the Secretary for Agriculture and Food Security, the Secretary for Economic Planning and Development, and the Director of Debt and Aid, Ministry of Finance. The list of participants to the meeting is shown in Annex-1.

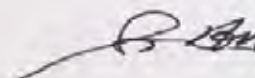
The MOIWD accepted the contents of the P/R (2) such as the development potential and constraints analysis, the classification of existing irrigation schemes, the preparatory works and the plan for verification study, the Draft Action Plan and the Draft Package etc. The main points discussed and agreed upon are summarized as follows:

1. The Director of the DOI made a comment about "skilled labor" under cost sharing arrangement. The Study Team explained that arrangements at the verification sites were made with farmers groups that they undertake responsibility through mobilizing skilled labors from group members or other villagers including neighboring villages.
2. The Director of the DOI mentioned that Mpamantha scheme, one of the verification sites, needs the clarification of its ownership, and farmers' intensions and willingness. The Study Team answered that the confirmation and the clarification will be made with farmers group of Mpamantha.
3. EIA clearance is needed for the irrigation area of 10ha or above. Five verification sites need EIA clearance and the DOI replied to take process for the Department of Environmental Affairs.
4. As to Figure 8.3-1, "Stakeholders in the Irrigation Scheme Implementation", the AID Coordinator of JICA Malawi Office pointed out that the inter-ministerial cooperation is required at the central level. The Study Team agreed.
5. There was a comment from the Steering Committee that the number of beneficiaries together with male and female numbers should be indicated. The Study Team agreed.
6. JICA commented that the Technical Manual should include security and safety aspects of sanitary measures such as water-related diseases. The Study Team agreed.
7. JICA commented that the Technical Guideline and Manual should include safety measures for farmers on rehabilitation work. The Study Team agreed.

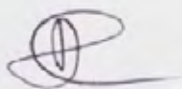


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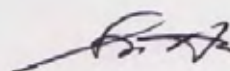


8. The Principal Secretary of MOIWD was impressed with the presentation and thanked the DOI and the Study Team for the work conducting with close collaboration. She also thanked JICA and mentioned that if the study proved to be successful we could support more irrigation schemes and also revive the old schemes.
9. JICA Resident Representative expressed his appreciation to all participants for the cooperation and devotion to the Study, and also mentioned that the small-scale and medium-scale irrigation would be suitable to develop a culture of irrigation in Malawi.



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Annex -1

LIST OF PARTICIPANTS OF THE STEERING COMMITTEE MEETING

I. Malawi Government Side

Ministry of Irrigation and Water Development (MOIWD)

- | | |
|----------------------|----------------------------------------------------------|
| 1. Mrs. A.F. Mchiela | Principal Secretary for Irrigation and Water Development |
| 2. Mr. S.C.Y. Maweru | Director of Irrigation Services |
| 3. Ms. L.M. Mzamu | Irrigation Officer, Counterpart of the Study Team |

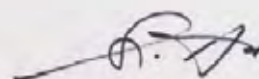
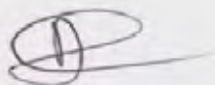
2. Japanese side

JICA Malawi Office

- | | |
|--------------------------|-----------------------------|
| 1. Mr. Kyoji Mizutani | Resident Representative |
| 2. Mr. Takanori Satoyama | Project Formulation Adviser |
| 3. Mr. V.A.L. Mkandawire | Aid Coordinator |

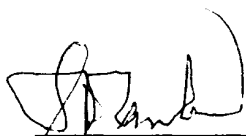
JICA Study Team

- | | |
|--------------------------|--------------------------------------------------------|
| 1. Mr. Shunichi Hosono | Team Leader/ Rural Development |
| 2. Mr. Shoji Masumura | Rural Society/Farmers Organization |
| 4. Mr. Nobuaki Chiba | Design/ Cost Estimate/ Monitoring |
| 5. Mr. Masaya Fukumoto | Coordinator/ Participatory Development/ Agro Economics |
| 6. Ms. Chisomo Chikaonda | Secretary for the Study Team |

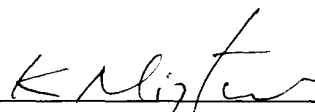


**MINUTES OF THE MEETING
ON
PROGRESS REPORT (3)
FOR
THE STUDY
ON
THE CAPACITY DEVELOPMENT OF SMALLHOLDER FARMERS
FOR
THE MANAGEMENT OF SELF-HELP IRRIGATION SCHEMES (MEDIUM-SCALE)
IN
THE REPUBLIC OF MALAWI**

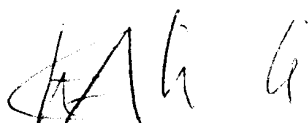
Lilongwe
February 21st, 2008



Mr. Sydney Mainala
For: Principal Secretary for Irrigation and Water
Development, Ministry of Irrigation and Water
Development (MOIWD),
The Republic of Malawi



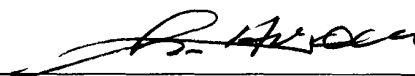
Mr. Kyoji Mizutani
Resident Representative,
Japan International Cooperation Agency
(JICA), JICA Malawi Office




Mr. Alfred Kutengule
For: Director of Debt and Aid,
Ministry of Finance (MOF),
The Republic of Malawi



Mr. Charles C. Mtonga
For: Secretary for Economic Planning and
Development, Ministry of Economic
Planning and Development (MOEPD),
The Republic of Malawi



Mr. Shunichi Hosono
Leader of the Study Team,
Japan International Cooperation Agency
(JICA)

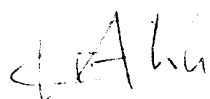


In the middle of February 2008 after the 3rd Field Work on the Capacity Development of Smallholder Farmers for the Management of Self-help Irrigation Schemes (Medium-scale) in the Republic of Malawi carried out from August 2007, the Study Team submitted 30 copies of the Progress Report (3) (hereinafter referred to as “P/R (3)”) to the Government of Malawi (GOM).

Following the meeting of the Steering Committee, which was held on 21st, February 2008 at the conference room of the Ministry of Irrigation and Water Development (hereinafter referred to as “MOIWD”), Lilongwe, a series of discussions was held between the Study Team and the Steering Committee as chaired by Mr. Mainala, Director of Water Resources. Mr. Mainala apologized for the absence of the Principal Secretary for Irrigation and Water Development, the Director of Irrigation Services and other Steering Committee Members of the Secretary for Agriculture and Food Security. The list of participants to the meeting is shown in Annex-1.

The MOIWD accepted the contents of the P/R (3) such as rehabilitation work of the Verification sites, monitoring of summer season cropping, inventory survey of the potential irrigation sites, the Draft Development Plan (D/P), and others. The main subjects discussed and agreed-upon during the meeting are summarized as follows:

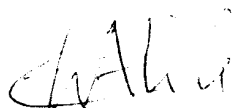
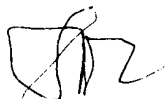
1. It was pointed out that how the Verification Study attained the existing schemes such as MASAF to be sustainable. In reply, it was explained that the Study Team was going to prepare the Package composed of the technical manual and guidelines which are some of the important outputs of the Study for scheme sustainability. Mr. Mainala, the Chairman of the Meeting, agreed with the point and added that the institutional arrangement with stakeholders would also be needed in the view of sustainability.
2. In reply to the question for the definition of medium scale, The Study Team explained that the most crucial factor which decides the definition of the medium-scale under the Study is whether the structure is permanent or not, rather than how many ha the irrigation area is. However, the Team Leader highlighted that it was generally defined from 10ha to 100ha in irrigation area as medium-scale in the Study but it is not a strict rule, and further explained that schemes with small size less than 10ha would be included provided that they had permanent intake structures
3. A question was raised how to measure appropriateness to technology applied in the Verification sites. In reply, the Study Team explained that the effectiveness of applied technology would be monitored in current summer and next winter seasons and examined when the evaluation is conducted. The Study Team also explained that the technology not only included structural rehabilitation but also O&M of the irrigation facility, water management, farm management, and farmers’ group management.
4. With regards to cost benefit analysis, the Study Team stated that it was going to introduce farmers the appropriate cropping pattern at each site in order to accrue enough farm income to maintain the irrigation system, especially pump sites where additional operation cost, such as fuel, was required. This would be carefully monitored and examined. In addition to this, the Study Team explained that the crop budget analysis would also be done during the Verification Study.
5. In reply to the request for sharing information of the cost sharing arrangement of the rehabilitation work done in the farmer’s workshop, the Study Team agreed to provide the detailed data to the DOI.



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6. In reply to the question for the training modules which would be important to conduct the trainings and to share among key players, the Study Team explained the modules would be prepared through the trainings and distributed.
7. The Project Formulation Adviser of JICA raised a concern on whether there was an agreement with farmers, especially those of pump irrigation sites, about cost sharing of operation and maintenance of the irrigation facility during the farmer's workshop. In reply, the Study Team explained that there was not such an agreement with farmers during the workshop. It was highlighted that the Verification Study was designed in the manner that the operation and maintenance costs should be done by farmers themselves for the purpose of sustainability. The Study Team further explained that the O&M cost required by the irrigation schemes would be one of the aspects of the farmer's O&M training.



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Annex -1

LIST OF PARTICIPANTS OF THE STEERING COMMITTEE MEETING

I. Malawi Government Side

Ministry of Irrigation and Water Development (MOIWD)

- | | |
|-----------------------------|-------------------------------------------------------------|
| 1. Mr. Sydney Mainala | Director of Water Resources |
| 2. Mr. Geoffrey Mwepa | Deputy Director of Irrigation Services |
| 3. Ms. Laurencia Mzamu | Irrigation Officer, Counterpart of the Study Team |
| 4. Mr. Deziderith Chamdimba | Assistant Irrigation Officer, Counterpart of the Study Team |

Ministry of Finance (MOF)

- | | |
|-------------------------|---------------------------------------|
| 1. Mr. Alfred Kutengule | Principal Debt and Management Officer |
|-------------------------|---------------------------------------|

Ministry of Economic Planning and Development (MOEPD)

- | | |
|--------------------------|---------------------|
| 1. Mr. Charles C. Mtonga | Principal Economist |
|--------------------------|---------------------|

II. Japanese side

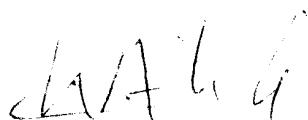
JICA Malawi Office

- | | |
|--------------------------------|-----------------------------|
| 1. Mr. Kyoji Mizutani | Resident Representative |
| 2. Mr. Hideki Sonoyama | Project Formulation Adviser |
| 3. Mr. Vincent A.L. Mkandawire | Aid Coordinator |
| 4. Mr. Reinford Manda | Programme Officer |

JICA Study Team

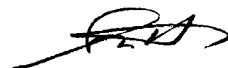
- | | |
|--------------------------|-----------------------------------------------------------|
| 1. Mr. Shunichi Hosono | Team Leader/ Rural Development |
| 2. Mr. Seiji Takeuchi | Irrigation Management / Agricultural Infrastructure |
| 3. Mr. Shoji Masumura | Rural Society/Farmers Organization |
| 4. Mr. Yasunori HASEGAWA | Farm Management / Agricultural Extension |
| 5. Mr. Nobuaki Chiba | Design/ Cost Estimate/ Monitoring |
| 6. Mr. Masaya Fukumoto | Coordinator/ Participatory Development/
Agro Economics |












**MINUTES OF THE MEETING
ON
INTERIM REPORT
FOR
THE STUDY
ON
THE CAPACITY DEVELOPMENT OF SMALLHOLDER FARMERS
FOR
THE MANAGEMENT OF SELF-HELP IRRIGATION SCHEMES (MEDIUM-SCALE)
IN
THE REPUBLIC OF MALAWI**

Lilongwe
June 17th 2008



Mrs. A. F. Mchiela
Principal Secretary,
Ministry of Irrigation and Water Development
(MOIWD), The Republic of Malawi




Mr. Kyoji Mizutani
Resident Representative,
Japan International Cooperation Agency
(JICA), JICA Malawi Office



Mr. Louis Loti
For: Director of Debt and Aid,
Ministry of Finance (MOF),
The Republic of Malawi



Mr. G. Chande
For: Secretary,
Ministry of Agriculture and Food Security
(MOAFS), The Republic of Malawi



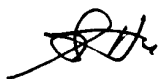
Mr. Shunichi Hosono
Team Leader of the Study Team,
Japan International Cooperation Agency
(JICA)

In the early May 2008 when the 4th Field Work on the Capacity Development of Smallholder Farmers for the Management of Self-help Irrigation Schemes (Medium-scale) in the Republic of Malawi was commenced, the Study Team submitted 30 copies of the Interim Report (hereinafter referred to as "I/R") to the Government of Malawi (GOM).

Following the meeting of the Steering Committee, which was held on 17th May 2008 at the conference room of the Ministry of Irrigation and Water Development (hereinafter referred to as "MOIWD"), Lilongwe, a series of discussions was held between the Study Team and the Steering Committee as chaired by Mrs. Mchiela, Principal Secretary for MOIWD. Mrs. Michiela apologized for the absence of other Steering Committee Member of the Secretary for Economic Planning and Development. The list of participants to the meeting is shown in Annex-1.

The MOIWD accepted the contents of the I/R such as Verification Study, draft Action Plan, draft Development Plan and others. The main subjects discussed and agreed-upon during the meeting are summarized as follows:

1. The Principal Secretary (PS) recommended the JICA Study team for the good work that it is doing and commented that it would be good if the Study would proceed to the next phase.
2. The PS asked the JICA Study Team Leader on the measures that have been put in place to make sure that some of the structures that had been rehabilitated are sustainable citing that there had been failures in pump irrigation projects after the donors had pulled out. In response, it was pointed out that there had been a great consideration on the structures that were rehabilitated or constructed, for instance; simple and well designed stable base structures for specific technologies were constructed. It was also stated that the involvement of the government staff (Irrigation Officers, AEDOs and AEDCs) during the rehabilitation works as well as trainings that were provided would ensure sustainability of the schemes. Responding to the issue of pumps, it was highlighted that what farmers lacked in the past was trainings on the operation and maintenance of the pumps as well as guidelines on the types of crops to be planted in the scheme to optimize the production and returns. It was reported that such trainings had been provided to the farmers and suggested that guidelines on crop (cash crop) be done with assistance from the AEDO.
3. Commenting on the lack of transport for some Irrigation Officers for the fortnight monitoring verification of the 8 sites, the PS assured the Team leader that the issue would be solved internally. However, the Team Leader stated that some of the staff are normally picked up and brought up to their offices if the working station is on the route to the sites and he also commended for the hard work spirit that exists in the government staff during the monitoring.
4. Responding to the question on why the Study did not consider treadle pumps, the Team Leader stated that the area considered in the medium-scale is relatively large to be managed by the treadle pumps, however it was stated that there are other irrigation sites where the treadle pumps are being used to pump water from the main canals. It was then observed that objectives of the Study were in line with the terms of reference of the Study.
5. It was reported that the rehabilitation costs for the scheme had ranged from about MK 400,000 to MK 1,100,000 per irrigation scheme. However, it had been suggested that there would be a need to have a discussion on the cost sharing arrangements with farmers for the projects to come. It had been observed that the farmers had contributed a lot and it was feared that some farmers would shun from participating in the projects to come.



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6. The Director proposed if the process of financial planning be included in the technical guidelines and manuals. It was highlighted that this would assist farmers to start thinking beyond food production thereby uplifting their livelihoods.
7. It had also been suggested if some of the proposed activities would be harmonized with what other projects (e.g. IRLAD) were/ are doing on the ground to avoid duplication of work, since the structures are what will remain with the government when the projects phase out. In response, the PS stated that it would be difficult to harmonize all the projects having different working schedules. However it was observed and recommended that the proposed development plan had adopted the “Assembly Structure”, which focuses on Decentralization and is common to most of the projects.
8. A question on how the MoIWD was going to coordinate with the study team which has identified 280 sites for potential development, having in mind that there are other tools being developed e.g. ADP and Irrigation Water SWAP. In reply, it was stated that mile stones had already been set and that output of the study would help the department to achieve the targets faster than planned. It was stated that the department shall have a Master Plan so that there is no confusion between the government and the donors/implementing partners.
9. Since the proposed implementation structure resembles the one currently being used by the District Assemblies, it was suggested and agreed that Ministry of Local Government should be incorporated in the steering committee as it will take a bigger role.
10. In conclusion; the chairperson of the meeting (PS) said that the meeting had produced vital concerns and solutions which would need to be addressed. It was however recommended that staff members who come to the steering committee should be maintained for the sake of continuity. Date for the next steering committee was reported to be announced later.



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Annex -1

LIST OF PARTICIPANTS OF THE STEERING COMMITTEE MEETING

I. Malawi Government Side

Ministry of Irrigation and Water Development (MoIWD)

- | | |
|----------------------|---------------------------------|
| 1. Mrs. A.F. Mchiela | Principal Secretary |
| 2. Mr. S. Maweru | Director of Irrigation Services |

Ministry of Agriculture and Food Security (MoAFS)

- | | |
|--------------------|--------------------------------------|
| 1. Mr. G. Chande | Chief Economist |
| 2. Ms. F. Nkana | Principal Economist |
| 3. Mr. M.L. Mlotha | Chief Agricultural Extension Officer |

Ministry of Finance (MoF)

- | | |
|----------------|-------------------------------------------|
| 1. Mr. L. Loti | Principal Debt and Aid Management Officer |
|----------------|-------------------------------------------|

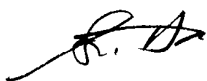
II. Japanese side

JICA Malawi Office

- | | |
|--------------------------------|-----------------------------|
| 1. Mr. Kyoji Mizutani | Resident Representative |
| 2. Mr. Hideki Sonoyama | Project Formulation Adviser |
| 3. Mr. Vincent A.L. Mkandawire | Aid Coordinator |
| 4. Mr. Reinford Manda | Programme Officer |

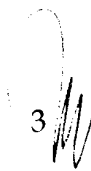
JICA Study Team

- | | |
|--------------------------|------------------------------------------|
| 1. Mr. Shunichi Hosono | Team Leader/ Rural Development |
| 2. Mr. Yasunori HASEGAWA | Farm Management / Agricultural Extension |
| 3. Mr. Arthur Mpama | Chief Monitoring Engineer |



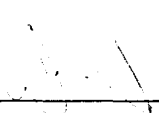
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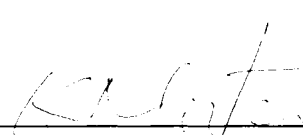


**MINUTES OF THE MEETING
ON
PROGRESS REPORT (4)
FOR
THE STUDY
ON
THE CAPACITY DEVELOPMENT OF SMALLHOLDER FARMERS
FOR
THE MANAGEMENT OF SELF-HELP IRRIGATION SCHEMES (MEDIUM-SCALE)
IN
THE REPUBLIC OF MALAWI**

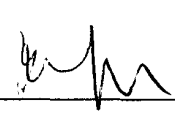
Lilongwe
9th September 2008




Mr. Rodson Mkwepu Nakanga
Acting Secretary for Irrigation and Water
Development
Ministry of Irrigation and Water Development
(MOIWD), The Republic of Malawi




Mr. Kyoji Mizutani
Resident Representative,
Japan International Cooperation Agency
(JICA), JICA Malawi Office



Mr. B.W. Ngauma
For: Secretary
Ministry of Agriculture and Food Security
(MoAFS)
The Republic of Malawi



Mr. Dennis Mwangonde
For: Secretary
Ministry of Economic Planning and
Development (MoEPD)
The Republic of Malawi



Mr. Shunichi Hosono
Team Leader of the Study Team,
Japan International Cooperation Agency
(JICA)

In the early September 2008 when the 4th Field Work on the Capacity Development of Smallholder Farmers for the Management of Self-help Irrigation Schemes (Medium-scale) in the Republic of Malawi was finished, the Study Team submitted 30 copies of the Progress Report (4) (hereinafter referred to as “P/R (4)”) to the Government of Malawi (GoM).

During the meeting of the Steering Committee, which was held on 9th September 2008 at the conference room of the Ministry of Irrigation and Water Development (hereinafter referred to as “MoIWD”), Lilongwe, a series of discussions was held between the Study Team and the Steering Committee as chaired by Mr. Nakanga, the Secretary of the MoIWD. Mr. Nakanga apologized for the absence of the Principal Secretary for the MoIWD and other Steering Committee Member of the Ministry of Finance. The list of participants to the meeting is shown in Annex-1.

As a result of the meeting, the Steering Committee accepted the contents of the P/R (4) such as Verification Study, draft Action Plan (Interim Modification), and others. The main subjects discussed and agreed-upon during the meeting are summarized as follows:

1. In response to the presented low/high figures on the planted areas and yields per ha of the 2007/08 summer (wet) season crops for the Verification schemes, the Team Leader and C/P made the following comments:
 - (i) Despite the increase in the production areas, yields in some Verification sites were affected with heavy rains which resulted into water logging conditions in lowland areas.
 - (ii) During the Farmer Workshop meetings, farmers and AEDOs of some Verification sites cited that the rehabilitation works were done concurrently with the field land preparations, as the major reason for the reduction in the areas that were planted, e.g. Kachere Scheme.
 - (iii) Bench Mark was mentioned to have been collected from farmers for the 2006/07 wet (summer) season through the bench mark survey that was conducted. Bench Mark data were only available for maize for wet season crops.
2. It was commented on the work sharing that the GoM policy for farmer contribution is 15% towards any development project. Team Leader stated that a step further will be taken to discuss with the DoI and GoM for possible inclusion in the A/P.
3. On the criteria for priority selection of irrigation technology types for rehabilitation, it was requested if some more parameters could be added to the list provided. The Team Leader replied that the criteria were set in focus of scheme sustainability under the self-help operation by smallholder farmers.
4. It was noted that the Counter Parts (C/P) were not recorded in the attendants list of the Monitoring Meetings. In response, the Team Leader stated that it was so arranged that the monitoring activity is conducted by the monitoring team employed by the Study Team. The C/Ps were however required to be involved with workshops, trainings and study tours to work with the Study Team members.
5. It had been reported that in Mantha site; the canal was not well constructed as evident from its meandering. In response, it was reported that this was attributed to lack of proper supervision by AEDO, AEDC and IO.
6. On the use of rectangular canals other than trapezoidal in most the schemes; it was reported that for small canals, this does not really matter. The Team Leader highlighted that the rectangular

type was farmers' preference.

7. In an explanation as to why bamboo protection gabions were used, the Team Leader stated that the technology was adopted to check its durability in the sites where it was readily available locally. The bamboo gabions may help maintenance/repair works when they need urgent or to reduce the costs.
8. Commenting on the inclusion of WUA formulation in the Proposed Implementation Procedures, the Team Leader reported that this had already been included in the technical manuals and guidelines.
9. It had also been observed that the Implementation body had duplication on roles under the MoLGRD, it was recommended that, in the Rehabilitation Work Committee members, the VDC Officer and GVH/VH should be merged. The Team Leader agreed on this point.
10. Use of Water Impounding as a Technology type was questioned as it is a source of water other than the method of water abstraction. However, the Team leader reported that the focus is either gate valve or conduit sluice gate as the method of abstraction as described in the Main Report.
11. It was also observed that the Implementation Schedule of the Action Plan lacked preliminary work. The Team Leader agreed with the observation; however he reported that this was included in the Main Report on page 34.
12. A general comment on the sustainability problem of the motorized pump systems was made. The Team Leader explained that the Study Team is trying to improve the farmers' capacity in the pump scheme operations through current dry season cropping.
13. A question on whether the presented rehabilitation costs included other related costs e.g. allowances, monitoring, etc. In response, the Team Leader stated that the figures were purely rehabilitation costs and it was therefore suggested and agreed that these costs should be incorporated. The Team Leader assured the group that these will be included in the next progress report.
14. It was stated that farmers in all the Verification sites were notified of the phasing out of the study project in July 2008.
15. Even though it was mentioned that 74 sites were identified in this stage; it was reported that the Study Team is anticipating that some of these would have been rehabilitated by other organizations by the time of implementation of the A/P hence confirmations will have to be made as explained in the implementation procedures.

Annex -1

LIST OF PARTICIPANTS OF THE STEERING COMMITTEE MEETING

I. Malawi Government Side

Ministry of Irrigation and Water Development (MoIWD)

- | | |
|----------------------------|----------------------------------------------------------|
| 1. Mr. Rodson W.M. Nakanga | Acting Secretary, Director of Administration and Finance |
| 2. Mr. Geoffrey Mwepa | Deputy Director of Irrigation Services |
| 3. Mrs. L.M. Mzamu | C/P to Study Team, Irrigation Officer |
| 4. Mr. D.J. Chamdimba | C/P to Study Team, Assistant Irrigation Officer |

Ministry of Agriculture and Food Security (MoAFS)

- | | |
|--------------------|------------------------------------|
| 1. Mr. B.W. Ngauma | Deputy Director of Crop Production |
|--------------------|------------------------------------|

Ministry of Economic Planning and
Development

- | | |
|-------------------------|-------------------------------------------|
| 1. Mr. Dennis Mwangonde | Deputy Director of Development and Policy |
|-------------------------|-------------------------------------------|

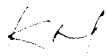
II. Japanese side

JICA Malawi Office

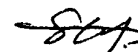
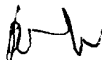
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|------------------------|-----------------------------|
| 1. Mr. Kyoji Mizutani | Resident Representative |
| 2. Mr. Hideki Sonoyama | Project Formulation Adviser |
| 3. Mr. Reinford Manda | Program Officer |
| 4. Mr. Vaal Mkandawire | Aid Coordinator |

JICA Study Team

- | | |
|--------------------------|--------------------------------|
| 1. Mr. Shunichi Hosono | Team Leader/ Rural Development |
| 2. Mr. Arthur Mpama | Chief Monitoring Engineer |
| 3. Ms. Chisomo Chikaonda | Monitoring Encoder |

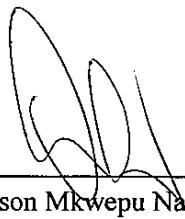


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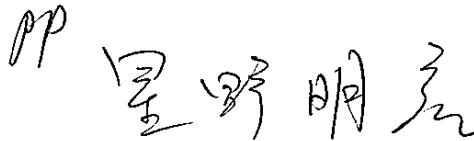


**MINUTES OF THE MEETING
ON
PROGRESS REPORT (5)
FOR
THE STUDY
ON
THE CAPACITY DEVELOPMENT OF SMALLHOLDER FARMERS
FOR
THE MANAGEMENT OF SELF-HELP IRRIGATION SCHEMES (MEDIUM-SCALE)
IN
THE REPUBLIC OF MALAWI**

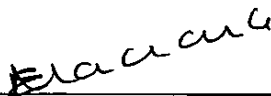
Lilongwe
20th February 2009



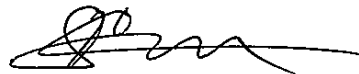
Mr. Rodson Mkwepu Nakanga
Acting Secretary for Irrigation and Water
Development
Ministry of Irrigation and Water Development
(MoIWD), The Republic of Malawi



Mr. Shinji Obuchi
Resident Representative,
Japan International Cooperation Agency
(JICA), JICA Malawi Office



Mrs. Erica Maganga
Principal Secretary II for Agriculture,
Ministry of Agriculture and Food Security
(MoAFS), The Republic of Malawi



Mr. Dennis Mwangonde
For: Secretary
Ministry of Economic Planning and
Development (MoEPD),
The Republic of Malawi





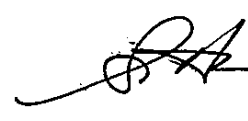
Mr. Shunichi Hosono
Team Leader of the Study Team,
Japan International Cooperation Agency
(JICA)

In the middle of February 2009 after the 5th Field Work on the Capacity Development of Smallholder Farmers for the Management of Self-help Irrigation Schemes (Medium-scale) in the Republic of Malawi was carried out since September 2007, the Study Team submitted 30 copies of the Progress Report (5) (hereinafter referred to as "P/R (5)" to the Government of Malawi (GoM).

Following the meeting of the Steering Committee, which was held on 20th, February 2009 at the conference room of the Ministry of Irrigation and Water Development (hereinafter referred to as "MoIWD"), Lilongwe, a series of discussions was held between the Study Team and the Steering Committee as chaired by Mr. Nakanga, Acting Secretary for Irrigation and Water Development. Mr. Nakanga apologized for the absence of the Principal Secretary for the MoIWD. The list of participants to the meeting is shown in Annex-1.


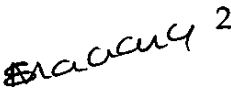
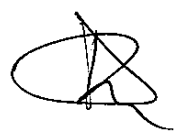


As a result of the meeting, the Steering Committee accepted the contents of the P/R (5) such as Verification Study, Draft Action Plan (Final Modification), Draft Development Plan (Final Modification), Draft Manuals, Posters and Leaflet and others. The main subjects discussed and agreed-upon during the meeting are summarized as follows:

1. The Chairman, Acting Secretary for Irrigation and Water Development appreciated the comprehensive study and positive results that were highlighted in the presentation done by the Study Team.
2. The JICA Resident Representative asked for a clarification on why farmers from Mantha were not satisfied with the rehabilitation work. In response, the Team Leader cited that despite the rehabilitation done and pump repaired, farmers had a difficult task to contribute money to purchase fuel for the operation of the pump. He further added that the scheme committee tried harder to collect money from the members but could not materialize, the money they accumulated could only let them irrigate for about two months from the end August. Farmers were only able to harvest green maize from a small area. He further enlighten that he had met the Chief Irrigation Officer of Mzuzu ADD for the same case and was informed that Flanders International Cooperation Agency (FICA), had shown an interest to change the system of irrigation supply to a gravity fed system.
3. Upon asked about the Study Teams' stand on the FICAs' interest to change the system of irrigation, the Study Team leader indicated that there was no problem as long as the system works for the farmers. However, in an event that FICAs' project does not materialize, the Team Leader recommended a replacement of the old pump with a new one.
4. In response to JICA reconsideration of the pump sites in the A/P and D/P based on the results of the study as commented by the Resident Representative, the Director of Irrigation Services stated that it would be difficulty to take out the sites because of the geographical terrain of the country. Based on the results, he stated that there are other motorized pump sites which did well; however, he stressed a need for the farmers to take irrigation as a business hence trainings and visits need to be provided. He also concurred with the rest of the attendants that during the A/P and D/P, the project need to spend more time for smooth implementation.
5. In response to who would Chair the Steering Committee at the central level and the Rehabilitation/Construction Work Committees at the site level in the A/P and D/P, it was highlighted that, the current situation will be adopted i.e. PS for MoIWD and the Scheme Chairpersons to chair the Steering Committee and the Work Committees respectively. The Team Leader stressed that under the Work Committee, the final decision will be done by the scheme committee with advice from the technical staff within the committee. It was also

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confirmed that the Ministry of Local Government and Rural Development (MoLGRD) shall be a member of the Steering Committee at the central level.

6. It was clarified that Manuals would be translated into vernacular languages i.e. Chichewa and Tumbuka. It was stated that a Chichewa Version has been made and a Tumbuka Version would be done after approval of the English version, and DAES shall be requested to assist.
7. Deputy Director for Development and Policy (MoEPD) commented that the Net Gross Income figures were impressive and asked how the income was distributed amongst the farmers. In response the Team Leader stated that the income was not equally shared as the production was individual despite having a group scheme operation.
8. It was also asked whether farmers were linked to markets since most of the times vendors exploit farmers. In response, the Team Leader indicated that the study did not cover the whole "Value Chain" i.e. farmers sold their products to either local vendors or Mobile Markets or any other means appropriate to their situation. It was then recommended that during the implementation, the A/P and D/P should consider provision of necessary support to adopt the whole cycle of "Value Chain" as most schemes have died due to market problems despite attaining high productions. Thus farmers should be empowered with different value chain skills before production stages in order to make informed decisions.
9. It was also commented that during the implementation of the A/P and D/P, AEDOs other GoM staff should be highly involved in the trainings to ensure continuity of the project
10. It was agreed that Study Team members should not appear in the Technology Transfer table hence the column need to be removed.
11. It was commented that an 11 year period for the implementation of the project was long and hence a work reschedule was asked for a consideration. In response, the Team Leader indicated that the work schedule is not rigid and could be realigned in the Medium-Term based on the progress of the Short-Term projects and practicability of implementation.
12. In response to whether the GoM would be in a position to fund a similar type of the project using its normal channels, Public Sector Investment Program, the chairperson indicated that such proposals are normally presented and the GoM prioritize those that could be done within the budget line
13. JICA Project Formulation Advisor enquired if the GoM would promote the 3 types of Compost the study team introduced to the sites as they have shown impressive results. In response, PS II for Agriculture, stated that they would consider following up the technology under Land Resources Husbandry Department.
14. In conclusion; the chairperson of the meeting appreciated the liveliness of the meeting and said that the meeting had produced vital concerns and solutions which would need to be addressed.

Annex -1

LIST OF PARTICIPANTS OF THE STEERING COMMITTEE MEETING

I. Malawi Government Side

Ministry of Irrigation and Water Development (MoIWD)

- | | |
|----------------------------|----------------------------------------------------------|
| 1. Mr. Rodson W.M. Nakanga | Acting Secretary, Director of Administration and Finance |
| 2. Mr. S. Maweru | Director of Irrigation Services |
| 3. Mrs. L.M. Mzamu | C/P to Study Team, Irrigation Officer |
| 4. Mr. D.J. Chamdimba | C/P to Study Team, Assistant Irrigation Officer |

Ministry of Agriculture and Food Security (MoAFS)

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|-----------------------|------------------------|
| 1. Mrs. Erica Maganga | Principal Secretary II |
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Ministry of Economic Planning and Development (MoEPD)

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|-------------------------|-------------------------------------------|
| 1. Mr. Dennis Mwangonde | Deputy Director of Development and Policy |
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II. Japanese side

JICA Malawi Office

- | | |
|------------------------|-----------------------------|
| 1. Mr. Shinji Obuchi | Resident Representative |
| 2. Mr. Hideki Sonoyama | Project Formulation Adviser |
| 3. Mr. Reinford Manda | Programme Officer |

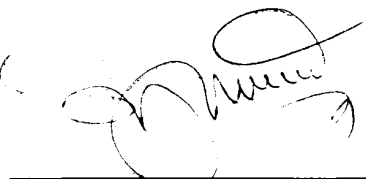
JICA Study Team

- | | |
|--------------------------|----------------------------------------------------|
| 1. Mr. Shunichi Hosono | Team Leader/ Rural Development |
| 2. Mr. Seiji Takeuchi | Irrigation Management/Agricultural Infrastructure |
| 3. Mr. Yasunori Hasegawa | Farm Management / Agricultural Extension |
| 4. Mr. Masaya Fukumoto | Coordinator/Participatory Development/Agro-Economy |
| 5. Mr. Arthur Mpama | Chief Monitoring Engineer |

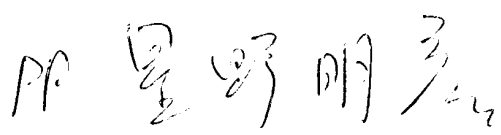
**MINUTES OF THE MEETING
ON
DRAFT FINAL REPORT
FOR
THE STUDY
ON
THE CAPACITY DEVELOPMENT OF SMALLHOLDER FARMERS
FOR
THE MANAGEMENT OF SELF-HELP IRRIGATION SCHEMES (MEDIUM-SCALE)
IN
THE REPUBLIC OF MALAWI**

Lilongwe
1st July, 2009



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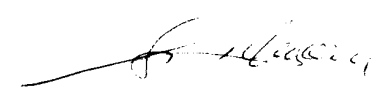
Mrs. A.F. Mchiela
Principal Secretary,
Ministry of Irrigation and Water Development
(MOIWD), The Republic of Malawi



Mr. Shinji Obuchi
Resident Representative,
Japan International Cooperation Agency
(JICA), JICA Malawi Office



Mrs. Erica Maganga
Principal Secretary II for Agriculture,
Ministry of Agriculture and Food Security
(MoAFS), The Republic of Malawi



Mr. Shunichi Hosono
Team Leader of the Study Team,
Japan International Cooperation Agency
(JICA)

Towards the end of the study on the Capacity Development of Smallholder Farmers for the Management of Self-help Irrigation Schemes (Medium-scale) in the Republic of Malawi the Study Team submitted 40 copies of the Draft Final Report to the Government of Malawi (GoM).

Following the meeting of the Steering Committee, which was held on 1st July 2009 in the conference room of the Ministry of Irrigation and Water Development (hereinafter referred to as "MoIWD"), Lilongwe, a series of discussions was held between the Study Team and the Steering Committee as chaired by Mr. S.C.Y Maweru, Director of Irrigation Services under the Ministry of Irrigation and Water Development. Mr. Maweru welcomed everyone and apologized for the absence of the Principal Secretary for the MoIWD. The list of participants to the meeting is shown in Annex-1.

As a result of the meeting, the Steering Committee accepted the contents with some reservations by MoIWD and Ministry of Agriculture and Food Security (hereinafter referred to as "MoAFS") mainly on planning concept and their related budget alignment stipulated in the draft final report as such comments for the same will be provided. The subjects discussed and clarified-upon during the meeting are summarized as follows:

1. The JICA Deputy Resident Representative stressed for the need to look at the report in details and where possible comment, so that it make sense with Malawi's current Irrigation Development stand, like the Green Belt Initiative.
2. The MoIWD observed that in the report Irrigation Officers are under the District Agricultural Development Office which is not supposed to be the case as such they should appear under the District Assembly (DA). The Team Leader of the Study Team took the point for correction in the Final Report.
3. MoIWD observed that the rehabilitation costs presented in the report looked to be very low from the department's experience. In response the Team Leader of the Study Team stated that all the provided estimates were the results of the study in line with the approach and concept used by the Study Team as indicated on Page 71 of the Main Report.
4. MoIWD and MoAFS asked for clarification on cropping pattern and general crop mix for very low net income per hectare for the impounding dam and motorized pump schemes. The Team Leader of the Study Team answered that the net income values under the bench mark (BM) were before-rehabilitation condition and the results of the baseline survey that was conducted during the preparation of rehabilitation works. There was the case that one of motorized pump schemes was not operated at all where registered the net income as nil.
5. MoIWD and MoAFS observed that rehabilitation and development costs do not match with the 10-year proposed implementation period which seems very long. The Team Leader of the Study Team answered that 10-year period was assumed to be realistic in consideration of 320 schemes in total of the A/P and D/P. However, this will be realigned in line with the GoM policy.
6. MoIWD wanted to know the mode of water abstraction used to come up with net income realized from an impounding dam technology. It was answered that the dam used during the study was Chiwoza Dam which used a gate valve for gravity as main abstraction, and motorized pump and treadle pump as sub-options.



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7. JICA Project Formulation Advisor wanted to know why only one scheme obtained a water right and was it necessary for all the schemes to have water rights. The Director of Irrigation Services answered that meeting frequency of the Water Resources Board affects the pace at which rights are granted but assured the committee that the department will go into negotiations with the Board to speed up the process and mentioned that water rights are necessary for all schemes not only as a legal requirement but also protect the farmers from other users of the same resource.
8. JICA Deputy Resident Representative wanted to know if the definitions of small- and medium-scale irrigation are now clear in the Malawi Government or DoI. The Director of Irrigation Services answered that this is yet to be defined.
9. The chairman promised to compile all the comments made and that in written form will be submitted by Friday, 3rd July, 2009.

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Annex -1

LIST OF PARTICIPANTS OF THE STEERING COMMITTEE MEETING

I. Malawi Government Side

Ministry of Irrigation and Water Development (MoIWD)

- | | |
|-----------------------------|-------------------------------------------------------------|
| 1. Mr. Sandram C. Y. Maweru | Director of Irrigation Services. |
| 2. Mr. Geoffrey Mwepa | Deputy Director of Irrigation Services |
| 3. Mr. Deziderith Chamdimba | Assistant Irrigation Officer/ Counterpart of the Study Team |

Ministry of Agriculture and Food Security (MoAFS)

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|------------------|------------------------------------------|
| 1. Mrs. C. Chowa | Deputy Director of Extension Methodology |
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II. Japanese Side

JICA Malawi Office

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|--------------------------|--------------------------------|
| 1. Mr. Akihiko Hoshino | Deputy Resident Representative |
| 2. Mr. Hideki Sonoyama | Project Formulation Adviser |
| 3. Mr. Reinford M. Manda | Programme Officer |

JICA Expert

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|----------------------|---------------------------------------------------------------|
| 1. Mr. Kuninobu Noda | JICA Expert in Monitoring and Evaluation on Irrigation Policy |
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JICA Study Team

- | | |
|--------------------------|-----------------------------------------------|
| 1. Mr. Shunichi Hosono | Team Leader/ Rural Development |
| 2. Mr. Seiji Takeuchi | Water Management/ Agricultural Infrastructure |
| 3. Mr. Yasunori Hasegawa | Farm Management/ Agricultural Extension |
| 4. Mr. Masaya Fukumoto | Coordinator/ Participatory Development |
| 5. Mr. Frank Mwenechanya | Assistant Officer |

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