

- 5-6 Are there existing manuals and guidelines for rural sanitation and hygiene for CBM such as for promotion, practice, IEC (Information, Education and Communication) and implementation, etc.?  
Yes      No

5-7 If yes in 5-6, please give the following information.

Name of manual and guideline	Purpose of manual and guideline	Publisher/ assistance agency	Publication date	For whom	Responsible department	Management method including access, hierarchical structure of each manual and guideline

- 5-8 Please provide annual budget and expenditure for CBM of rural sanitation and hygiene in MoIWD for the last three years.

Unit: MK

	2007/2008 (actual)	2008/2009 (actual)	2009/2010 (estimation)
1. Budget for CBM of rural sanitation and hygiene			
2. Expenditure for CBM of rural sanitation and hygiene			

**5-9** Please explain flow and/or mechanism of budget for CBM of rural sanitation and hygiene.

**5-10** According to national water policy, private sector participation such as consulting service for sanitation and hygiene practice and promotion of sanitation and hygiene materials is expected. With respect to this, how are your present policy, instruction and management to private sector, dissemination status, capacity, and also do you have an action plan? And also what are the most critical issues for private sector participation?

**a. Policy**

**b. Instruction and management to private sector**

**c. Dissemination status**

**d. Capacity**

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Q-19

--

**e. Action plan**

--

**f. Critical issues**

--

**5-11** Is there a bounty system for dissemination sanitation and hygiene at the present time or in the near future?

- Yes      No

**5-12** If yes in 5-8, please explain funding source, scale of source, flow of funds, application method and present issues.

--

**5-13** Please provide annual budget and expenditure for CBM of rural sanitation and hygiene in MoIWD for the last three years.

Unit: MK

	2007/2008 (actual)	2008/2009 (actual)	2009/2010 (estimation)
1. Budget for CBM of rural sanitation and hygiene			
2. Expenditure for CBM of rural sanitation and hygiene			

5-14 Please explain the achievement level for action plan in 2009/2010 shown below. And also what are the critical issues for its actual implementation?

Item	Activity	Achievement level	Implementing agency & assistance agency	Outline of activity and issues
1.0	Establishment of the Sanitation and Hygiene Promotion Department			
2.0	Capacity Building for Sanitation and Hygiene Promotion Services			
1.4	Launch of NSP			
1.5	Sensitization Workshops			
1.6	Establishment of the National Sanitation and Hygiene Coordination Unit (NSHCU)			
2.0	Stakeholder Analysis and Mapping			
3.0	Carry out Baseline Survey			
4.0	Develop and Enabling Legislation to support the Operationalization of the NSP, Regulations, Standards and Guidelines			
5.0	Development of a Sanitation Strategic and Investment Plan			
6.0	Develop and/or Review Manuals on			

Q-21

Item	Activity	Achievement level	Implementing agency & assistance agency	Outline of activity and issues
	Sanitation Marketing and CLTS			
7.0	Development of a Preparedness Action Plan for Emergencies			
8.0	Develop a National Sanitation and Hygiene Promotion Programme			
9.0	Establish an MIS and M&E Framework			

Source: Annex D Sanitation Department 2009/2010 Annual Work Plan and Budget, Country Sanitation Sector Analysis Report, August 2009 by Water source & sanitation collaborative council and Global sanitation fund

5-15 Please provide 3 years of action plans for the rural sanitation and hygiene sector.

**6 Management Information System (MIS)**

6-1 Please give an outline of the development of management information system such as data category, design, implementation plan and schedule, and current progress.

- 6-2 Please explain the current status of existing database related water and sanitation sector such as data category, responsible department, data updating system, software of database, data access process, etc. And also please explain present issues of the existing database.

- 6-3 Please explain the current status of well point mapping such as data category, responsible department, data updating system, software of database, data access process, and districts covered. And also please explain present issues of the existing database.

**7 Statistical Data and/or Specific data (if any)**

**7-1 Current status for general index for water and sanitation**

Please provide the latest data on both a nationwide and district level as follows.

- a. Access to improved water supply in rural areas
- b. Functional and non-functional rate for water supply facilities in rural areas
- c. Average time in case of failure of water supply facilities in rural areas
- d. Actual water consumption per capita per day in rural areas
- e. Rate of open defecation in rural areas
- f. Access to improved sanitation in rural areas
- g. Rate or hand washing after defecation in rural areas
- h. Incidence of diarrhea for under 5 year olds in rural areas
- i. Preventive inoculation rate of morbilli for under 5 year olds child in rural areas
- j. Deficiency disease rate for under 5 year olds in rural areas

**7-2 Number of area mechanics (AMs)**

Please provide the number of area mechanics with their catchment area in each district. And if any, please provide future allocation plan of AMs in each district.

Thank you for your cooperation.

**Detailed Planning Survey on the Project on Enhancement of Operation and Maintenance for Rural Water Supply in Malawi**

*Questionnaire for Ministry of Irrigation and Water Development*

Dear Sirs and Madams,

This is a questionnaire for the detailed planning survey on the Japanese Technical Cooperation Project on Enhancement of Operation and Maintenance for Rural Water Supply in Malawi. In response to a request from the Malawian Government, JICA has decided to undertake the survey to design the project plan. The JICA planning team will discuss with the concerned authorities of the Malawian Government.

This questionnaire is designed to provide the team with information required to develop an effective project plan. Kindly answer the following questions, and the team will ask you further questions based on the response when they meet you. Please make your answers as specific as possible. You may skip some questions if they require information that you and your colleagues do not have or that is difficult to disclose. It would be appreciated if the filled-in questionnaire will be returned to the Team when they visit the ministry.

We would highly appreciate your cooperation.

JICA Planning Team

**Information on Respondent**

Name	
Post (years in the post)	(      years)
Description of your duties	

**1. Progress in Decentralization in Rural Water Supply & Sanitation (RWSS) Sector**

(1) Please provide basic information on the following institutions and the District Coordination Team.

Institutions	Development budget (average)	Development expenditure (average)	Financial sources	No. of personnel (average)	Oversight body/person
RWO					
DWO					
DCT	N/A	N/A	N/A		

(2) Please describe the areas that the regional and district level WSS-related institutions particularly require capacity development.

Institutions	capacity development needs
RWO	
DWO	
DCT	

(3) How would you evaluate the performance of district, area and village level committees dealing with RWSS? Please tick the appropriate boxes.

	Excellent	Good	Poor	Very poor
DDC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
DEC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ADC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
AEC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
VDC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
VHWC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(4) How would you evaluate the level of coordination on RWSS at the district, area and village levels respectively? Please tick the appropriate boxes.

	Excellent	Good	Poor	Very poor
District level	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Area level	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Village level	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(5) What would you describe as the biggest challenges that the district administration and/or MOIWD is facing in implementing decentralization of RWSS services?



## 2. SWAp and Aid Coordination

(1) Please describe problems, if any, with governance of SWAp in the WSS sector.

(2) The 2009 JSR report identified challenges the TWGs on RWS and Sanitation & Hygiene were confronting and made recommendations to overcome them. How would you evaluate the performance of those two TWGs over the year? Please describe improvement made so far as well as remaining/arising issues to be tackled.

RWS TWG:

S&H TWG:

(3) Has the Sector Investment Programme (SIP) for RWSS been finalized? If not, when is it expected to be finalized?

Yes     No, it is expected to be finalized by \_\_\_\_\_.

(4) Is the government preparing or going to prepare a SIP for Sanitation and Hygiene?

Yes, it is expected to be developed by \_\_\_\_\_.     No, not yet.

(5) How would you evaluate the capacity of MOIWD to coordinate different views and interests of ministries and development partners under the SWAp?

(6) Are there issues on which stakeholders at the national level are split?

Yes (Please specify: \_\_\_\_\_)  
 No

(7) What would MOIWD like development partners to improve in order to make the SWAp more effective?

--

(8) How would you describe as the biggest challenges for MOIWD in advancing SWAp?

--

### 3. Capacity of MOIWD

(1) Please indicate the number of personnel by division and by grade in the following 4 WSS-related departments.

Grade	C-E	F	G	H	I	J	K	L	M	N	O	P	Other
Water Resources													
Water Supply													
Sanitation													
Planning													

(2) Please indicate the size of MOIWD's development budget and expenditure in total and for RWSS in the last three years.

items	Development budget		
	2008/09	2009/10	2010/11
Total (ministry-wide)			
Rural water supply			
Rural sanitation			

items	Development expenditure		
	2008/09	2009/10	2010/11
Total (ministry-wide)			
Rural water supply			
Rural sanitation			

(3) Is part of the MOIWD's budget allotted to the district administrations?

Yes  No

If yes, please indicate an average amount and the timing of disbursement, and specify the purposes.

Average amount:: Timing of disbursement: Purposes:
--

(4) For what specific purposes regarding RWSS do you think the budget should be increased? (e.g. construction of water supply facilities)

--

(5) Are there formal mechanisms or communication channels for inter-departmental coordination regarding RWSS such as regular meetings and circulation of specific documents?

Yes (Please specify: )  
 No

(6) Are there any obstacles to smooth coordination among departments?

Yes (Please specify: )  
 No

(7) Do you find the decision-making process within MOIWD cumbersome and lengthy?

Yes, very much  Yes, to some extent  No, not much  No, not at all

(8) Are there formal mechanisms or communication channels, apart from those groups/taskforces under the SWAp, for inter-ministerial coordination and cooperation regarding RWSS?

Yes (Please specify: )  
 No

(9) Are there any obstacles to smooth coordination and communication among concerned ministries?

Yes (Please specify: )  
 No

(10) Please describe any weaknesses, if any, with human resources management in MOIWD in terms of posting/transfer, performance evaluation and training.

--

(11) Please specify the areas on which MOIWD specifically requires capacity development in order to improve RWSS in the country.

--

**4. Community-based Sanitation and Hygiene**

(1) Please provide basic information that you may have on the following institutions and committees working on community-based sanitation & hygiene.

Institutions/ Committees	Budget, if any (average)	Expenditure (average)	Financial sources	No. of personnel /members (average)	Oversight body/person
District Office					
MOIWD (district level)					
MOH (district level)	N/A	N/A			
MOGCCS (district level)	N/A	N/A			
MOE (district level)	N/A	N/A			
VHWC					
WPC					

(2) Please name other central or district government related organs or committees, if any, that are involved in community-based sanitation & hygiene, and also provide basic information on them that you may have.

Institutions/ Committees	Budget, if any (average)	Expenditure (average)	Financial sources	No. of personnel /members (average)	Oversight body/person

*Thank you very much for your kind cooperation.*

12/11/2010

From DWO

17

**Detailed Planning Survey on the Project on Enhancement of  
Operation and Maintenance for Rural Water Supply in Malawi  
Questionnaire for the CRWDO and DWO**

This questionnaire is to facilitate the effective and smooth implementation of activities by the Detailed Planning Survey Team for the Project on "Enhancement of Operation and Maintenance for Rural Water Supply in Malawi". The replies for the questionnaire, including both general and specific items, will be used for our study.

Please note that:

1) Distribution of the Questionnaire to the concerned organizations:

All replies are expected to be provided by CRWDO and DWO as the counterpart of the Project. When it is more appropriate for some answers to be provided by other organizations, the counterpart is required to distribute the questionnaire to them and to collect their replies.

2) Source of information and data:

Data and information should specify the source and the date it was created.

Please provide not only replies, but documents concerning the replies, if any (digital data is preferred).

In the case where it is indicated on those documents, please mention in the replies "refer to \*\*\*\*\* (name of document), page \*\*\*\*\*".

**B. Questionnaire for Regional Water Development Office (RWDO) and District Water Office (DWO)**

Respondent: Henry Gilbert Namwiri  
 Name of organization: Ministry of Irrigation and Water Development  
 Address: Box 134 Mchinji  
 Name and Title of person completing the form: District Water Officer  
 Telephone & Fax No.: 0881040122 / 0999625492 & fax 01242442101242459  
 E-mail address: hnamwiri@yahoo.com

**B1. Development Plan for rural water supply, sanitation and hygiene**

Please provide the following information.

- (1) Regional and/or district development plan for annual, short term and long term period *2010 plan already taken hard copy*
- (2) Regional and/or district development policy
- (3) Priority of water supply and sanitation sector in the your policy and development plan

**B2. Organization Information**

Please provide the following information.

- (1) Organization chart of the Regional Water Development Office (RWDO) and District Water Office (DWO) with the number of staffs and the role of concerned section.
- (2) Annual budget and expenditure of RWDO and DWO for the last three years

Unit: MK

	2007/2008 (actual)	2008/2009 (actual)	2009/2010 (estimation)
<b>1. Revenue</b>			
1.1 Central government tax revenues allocated to local governments	—	—	—
1.2 Local government current revenue	—		
1.3 Other( )			
<b>Total</b>			
<b>2. Expenditure</b>			
<b>2.1 Rural Water Supply</b>			
2.1.1 Budget for salaries			
2.1.2 Ordinary expenses			10067368 for district
2.1.3 Development budgets			
<b>2.2 Rural Sanitation and Hygiene</b>			
2.2.1 Budget for salaries			
2.2.2 Ordinary expenses			
2.2.3 Development budgets			

Q-B-2

Total		1006,368
-------	--	----------

(3) Is part of the budget indicated above <sup>??</sup> allotted by the MoIWD?

Yes  No

If yes, please indicate an average amount of allotment and the timing of disbursement, and specify the purposes of allotment.

Average amount:: Timing of disbursement: Purposes:
--

(4) Please clarify the role, functions and responsibility of the RWDO, DWO, District Executive Committee (DEC), District Development Committee (DDC), District Monitoring Office (DMO), Area Development Committee (ADC), Area Executive Committee (AEC), Village Development Committee (VDC), Village Health and Water Committee (VHWC) and related organization without national level for the operation and maintenance for rural water supply and sanitation facility with the interface among each organization.

--

(5) Please describe the areas that you think the RWO, DWO and DCT particularly require capacity development.

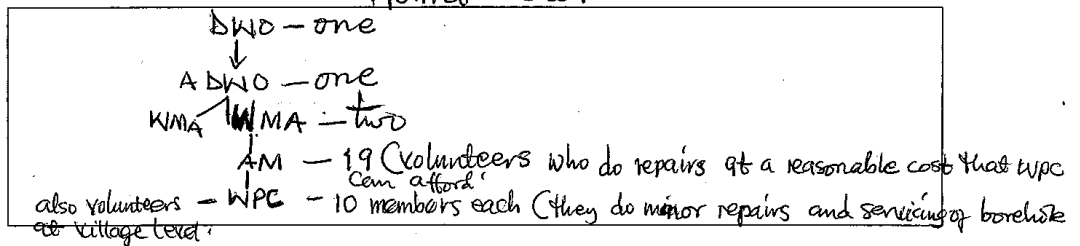
Institutions	Capacity development needs
RWO	

DWO	Requires skills in Water Resources Management, Information Management, and Data Analytical skills, as well as general Management
DCT	Information Management and Analytical skills and Record Keeping

**B3. Operation and Maintenance (O & M)**

Please provide the following information.

- (1) Detailed organization chart with description of number, contents of responsibility and technical level of staff on O&M Section *district level*



- (2) Actual revenue and expenditure for the O&M section with break down during the last 3 years

Unit: MK

		2007/2008 (actual)	2008/2009 (actual)	2009/2010 (estimation)
Total Revenue for O&M				
Total Expenditure for O&M	Personal Service			
	Travel expense			
	Material			
	Maintenance Expenditure			
	Fuel & Electric Expenditure			
	Others . . .			

- (3) With respect to community based management (CBM) by "Implementation Manual, Community Based Rural Water Supply, Sanitation and Hygiene Education, MoIWD, January 1999", please describe in detail current problem and/or gap between existing system and actual situation in both rural water supply and sanitation.



a. Rural water supply

- The gap is that normally after CBM1 training there is supposed to be a follow up but this does not take place due to lack of enough extension workers.
- There is generally nothing like refresher trainings even to committees that have stayed for five or more years. Hence initial members who received the training some may have died while others moved away to some places hence operation is compromised as committees play a crucial role.

b. Rural Sanitation and Hygiene

The gap is still there especially in ~~effective~~ on how to effectively manage the sanitation and hygiene issues; Many approaches are like trials that we don't exactly know whether is a best practice or not.

- (4) Current training system and activity for your staffs, area mechanics (AEs) and communities for O&M and/or M&E for rural water supply, sanitation and hygiene such as manuals, guidelines, type of training course with syllabus, facilitator, updated system, etc.

a. Staff

Water Monitoring Assistants train Area Mechanics and Water Point Committees in operation and maintenance

b. Area Mechanics' (AEs)

These are volunteers, basically villagers who received training on operation and maintenance. They do the work after an agreement between WPC and them at a cost affordable by WPC

c. Community

Owners of the water point, who shoulder whole responsibility of making sure their water point is functioning. They raise funds for maintenance.

Q-B-5

(5) Please describe in detail current issues for present training system mentioned above.

- There is a problem of distribution of spare parts in other areas such that some communities travel longer distances to procure parts.  
- The other issue is that WPC are also volunteers, so it depends on who are patriotic or not, if they are patriotic it means they will work to ensure that their water point is sustainably operational.  
- Political issues like parliamentarians repairing all boreholes in the constituency so as to gain political support, this defeats the aim of making communities independent to maintain their borehole themselves hence they sit down to wait for external people to help when their water point stops functioning.

(6) Current supply chain system for spare parts for water supply and sanitation facilities in both

a. Spare parts for hand pump

The supply chain has not been fully developed it has to be developed, may gov should start by intensify on private business to stock spare parts'

b. Spare parts for piped water supply system

These are available but also to some extent they have to be localised'

c. Sanitation and Hygiene material

These are available but sometimes expensive to an ordinary Malawian'

(7) Please specify the latest water tariff system including collection and amount of water charge.

a. Hand pump facility

- It is agreed upon by community themselves

less than 1MK for 20L,  1MK for 20L,  between 1MK and 5MK for 20L,  over 5MK for 20L,  fix rate per month per household ( )MK,  irregular contribution only when

Q-B-6

facilities is broken down,  free charge

b. Piped water supply system in rural area

It is determined by the main committee

less than 1MK for 20L,  1MK for 20L,  between 1MK and 5MK for 20L,  over 5MK for 20L,  fix rate per month per household ( )MK,  irregular contribution only when facilities is broken down,  free charge

(8) Please specify water vendors in no-service areas.

Water Vendors	Areas	Price per 1 liter (MK)
N/A		

#### **B4. Rural Sanitation and Hygiene**

Please provide the following information.

(1) Do you have Action plan 2009/2010 for rural sanitation and hygiene sector.

Yes  No

(2) If yes, current progress for Action plan 2009/2010.

Managed to reach out to 39 villages out of 124 villages  
This is with funding from Unicef

(3) If yes, please describe in detail current issues for mentioned above.

- Government and stakeholders have not harmonised the approaches to sanitation issues; it is time that we harmonise approaches on sanitation issues

#### **B5. Equipment Owned for O&M**

Please provide the following information.

Q-B-7

(1) Details of major equipment owned by the RWDO and DWO

	Name of Major Equipment	Manufacturer	Model	Specification	Year (time of delivery)	Quantities	Present Condition	Finance (donor)
<b>(Example)</b>								
	Cargo Truck with 3 crane	HINO		Pay load: 7 ton	2006	2 units	Good	JICA
1								
2								
3								
4								
5								

N/A

**B6. Activities of other Donors and NGOs**

(1) Please provide the list of the completed/ on-going/ planned project for rural water supply, sanitation and hygiene sector, especially related O&N, rehabilitation and sanitation, by other donors (WB, AfDB, UNICEF, and etc.) and NGOs.

Name of Project	Target Area (TA)	Duration	Beneficiaries (person)	Contents of outline	Budget and its source (US\$)	Name of Donor Agency
WASH	All T/As	2007-2012	Communities and school pupils/children in child care centres (CBCC)	improve access to safe water and sanitation and hygiene to at least 80%	-	UNICEF

**B7. Needs for capacity development and training and technical assistance**

(1) What are your training needs and/or technical assistance needs for CBM and M&E for rural water supply, sanitation and hygiene sector.

Target Trainee	Subject
Ex) Extension worker Area mechanics	Facilitation skills Borehole rehabilitation technique

Q-B-8

1	Ex Workers (WMA)	Really require facilitation skills to Water Point Committees
2	AM	These really require <sup>better</sup> rehabilitation skills and Community Participation skills
3	<del>WAA</del> ADWO	<del>These require</del> Requires Managerial skills
4	DWO	Require skills in Water Resources Management Analytical skills to process data - Information Management
5		- Leadership skills

Thank you for taking time to complete this questionnaire.

12/11/2010

From DWO

回答

Detailed Planning Survey on the Project on Enhancement of Operation and Maintenance for Rural Water Supply in Malawi

Questionnaire for Mchinji District Administration

Dear Sirs and Madams,

This is a questionnaire for the detailed planning survey on the Japanese Technical Cooperation Project on Enhancement of Operation and Maintenance for Rural Water Supply in Malawi. In response to a request from the Malawian Government, JICA has decided to undertake the survey to design the project plan. The JICA planning team will discuss with the concerned authorities of the Malawian Government.

This questionnaire is designed to provide the team with information required to develop an effective project plan. Kindly answer the following questions, and the team will ask you further questions based on the response when they meet you. Please make your answers as specific as possible. You may skip some questions if they require information that you and your colleagues do not have or that is difficult to disclose. It would be appreciated if the filled-in questionnaire will be returned to the Team when they visit Mchinji.

We would highly appreciate your cooperation.

JICA Planning Team

Information on Respondent

Name	Henry Namwiri
Post (years in the post)	one ( years)
Description of your duties	<ul style="list-style-type: none"> <li>- Take a leading role in all water supply and sanitation in the district.</li> <li>- Supervising all work in water and sanitation.</li> <li>- Initiate participatory planning &amp; coordinate activities in water and sanitation.</li> </ul>

1. Progress in Decentralization of Rural Water Supply & Sanitation (RWSS) services in Mchinji

(1) What are the prescribed and actual roles of the MoIWD in the RWSS sector in Mchinji?

Prescribed roles:	To make sure that all communities in Mchinji have access to sustainable safe water sources.
Actual roles:	<ul style="list-style-type: none"> <li>- Carry out maintenance works on water points</li> <li>- Supervise all stakeholders involved in water supply and sanitation</li> </ul>

(2) Do you contact the central government frequently?

- Yes, frequently 
  Yes, sometimes 
  No, not so much 
  No, not at all

If the answer above is yes, please describe the occasions on which you contact them.

- Mostly we contact for technical support and guidance  
 - And on routine basis through quarterly reports

(3) Do you find it difficult for you to fulfill your responsibilities?

Yes, very much  Yes, to some extent  No, not so much  No, not at all

If yes, please describe what made it difficult for you.

- It is difficult because of inadequate personnel and also inadequate funds for routine operations like going to the field requires a lot of fuel but funds do not allow us to do so

(4) For what specific purposes regarding RWSS do you think the budget should be increased? (e.g. construction of water supply facilities)

- For routine operation and maintenance as well as construction of water supply facilities and hygiene promotion

(5) How would you evaluate the performance of district, area and village level committees in dealing with RWSS in Mchinji? Please tick the appropriate boxes.

	Excellent	Good	Poor	Very poor
DDC	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
DEC	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ADC	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
AEC	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
VDC	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
VHWC	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(6) How would you evaluate the level of coordination on RWSS at the district, area and village levels respectively? Please tick the appropriate boxes.

	Excellent	Good	Poor	Very poor
District level	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Area level	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Village level	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(10) What would you describe as the biggest challenges that the Mchinji district administration is facing in providing RWSS services to the people?

The biggest challenges may include  
 ① inadequate funds for operation  
 ② Lack of personal to effectively offer extension service  
 in the district imagine only two water monitoring assistance against  
 nine Traditional Authorities

**2. Community-based Sanitation and Hygiene**

(1) Please describe the roles that the following institutions/committees are actually playing on community-based sanitation & hygiene.

Institutions/ Committees	Budget, if any	Expenditure	Financial sources	No. of personnel /members	Oversight body/person
District Assembly					
MOIWD (district level)					
MOH (district level)	N/A	N/A			
MOGCCS (district level)	N/A	N/A			
MOE (district level)	N/A	N/A			
VHWC					
WPC					

(2) Please name other central or district government related organs or committees, if any, that are involved in community-based sanitation & hygiene in Mchinji, and also provide basic information on them that you may have.

Institutions/ Committees	Budget, if any (average)	Expenditure (average)	Financial sources	No. of personnel /members (average)	Oversight body/person

Thank you very much for your kind cooperation.





## 付属資料 7. PCM ワークショップ結果



## PCM ワークショップ結果

1. 日時： 11月8日（月）午後15時～17時、9日（火）午前9時～11時30分
2. 場所： 灌漑水資源開発省（MOIWD）会議室
3. 目的： プロジェクト目標（案）である実践的なフレームワーク策定のために取り組むべき課題を抽出する。
4. 出席者（添付1の参加者リスト参照）：
  - MOIWD 職員（中部地域水開発事務所、水資源公社の職員を含む） 6名
  - ムチンジ県職員 3名
  - 調査団（モデレーター含む）、JICA マラウイ事務所職員 7名
5. プログラム概要：

項目	内容	担当
11月8日（月）		
開会	挨拶 ワークショップの趣旨説明	水供給局長 調査団
問題分析①	インストラクション	調査団
	村落給水施設 O&M に関し、MOIWD、ムチンジ県政府、コミュニティの抱える問題のリストアップ及びカテゴリー分け	
	各グループの分析結果発表	
問題分析②	インストラクション	調査団
	O&M マニュアル・ガイドラインが効果的に実施されていない原因の分析	
11月9日（火）		
問題分析②（続き）		調査団
閉会	挨拶	調査団

6. ワークショップの概要：

### 6-1. 問題分析①

現地調査第1週目の調査結果、それを踏まえて作成されたPDM素案を踏まえ、調査団及びJICAマラウイ事務所による検討の結果、問題分析を2セッションに分けて行うこととした。

最初のセッション（問題分析①）では、次のセッションで問題分析が進むよう、ブレインストーミングの意味も含め、MOIWD、ムチンジ県政府、コミュニティが、村落給水施設の運営維持管理（O&M）に関し、それぞれ直面する問題をリストアップした。MOIWDグループ、ムチンジ県政府グループ（中部地域水資源開発オフィサー（RWO）はMOIWDに属するが、県とのパイプ役のため県グループに参加）の2グループに分かれて作業を行った。最後にコミュニティが直

面する問題を全員でリストアップした。キャパシティ・ディベロップメントの観点から、多面的に問題を挙げられるよう、MOIWD、ムチンジ県についてはリストアップした問題を技術的問題、組織的問題、外部環境的問題にカテゴリー分けを行った。コミュニティについては、問題を技術・資金的問題、給水施設のユーザーの問題、その他に分類した。参加者は、「まずカードに問題を書いて貼る」、「すべてが資金とマンパワーの問題に帰結しないよう、他の問題も検討する」、「資金とマンパワーの問題は何の資金/マンパワーなのか特定する」といったルールを忠実に守って作業したため、多面的な視点から多くの問題が挙げられた。特に県レベルでは、多くの問題が挙げられた。

MOIWD 職員からは省自身の問題はあまり挙げられなかったが、資金・マンパワーの問題の他、関係者調整（省内の部局間、省と県、MOIWD と他省）に問題意識を持っていることがわかった。県レベルでは、資金・マンパワーの問題により、日常の O&M 活動が不十分になっていること、コミュニティに対するフォローアップができないことが中心的な問題として確認された。また、普及員を含む県レベル職員、修理を担う民間のエリアメカニックそれぞれが技術的な問題も抱えていることも指摘された。一方、コミュニティの直面する問題としては、給水委員会（WPC）に関する問題やコミュニティの啓発不足に起因する問題、スペアパーツ入手の困難さなどの問題が中心的に議論された。分析結果は表 1 のとおり。

表 1 問題分析①の結果

MOIWD の直面する問題

Technical	Organizational	External
Lack of expertise in some areas such as GIS	Overlapping of activities by different sections of the Ministry	Inadequate information on new investments made in the districts
Unavailability of database for planning purposes	Lack of human resources and equipment in place for management of WSS	Inadequate flow of information on functionality of system
Lack of awareness on “water abstraction rights” by other sections of MOIWD	Lack of coordination between departments/sections	Inadequate resources to strengthen communities
	Backlog of untrained committees	Low stocks of spare parts in shops for maintenance of water facilities
		Inadequate involvement of other sectors when implementing some projects
		Emphasis on capital investments (projects), not O&M

ムチンジ県政府の直面する問題

Technical	Organizational	External
Lack of follow-up to trained WPCs	Lack of coordination between implementing partners in WSS	
Inadequate supervision by district staff to AMs	No clear demarcation on roles of MOIWD & MoH as regard to sanitation & hygiene issues	
Non-availability of clear way forward after the water-point training	Officers & EWs staying on one position for a long time without promotion leading into demotivation which affects performance of their work	
Low staffing levels stretches how a few available operate	Inadequate human resources to intensify follow-ups	
Inadequate capacity of EWs to carry out O&M in the district	Inadequate personnel especially WMAs	
No training/refresher courses for officers at the district levels in the district council	Few number of EWs to carry out their mandate	
Lack of skills in data analysis & information on management	Mobility problems for the few EWs to visit communities	
Lack of technical expertise to district officers i.e. GIS and its interpretation	Inadequate funds for operation and travel during extension service delivery	
Spare parts for Afridev pumps not easily found in the district	Financial resource problems for the office to routinely oversee the O&M of water facilities in the district	
Disagreement between AMs & communities on contract agreement	Lack of refresher training due to lack of funds to WPCs	
Need for refresher training for AMs		

コミュニティの直面する問題

Technical/Funds	User-related	Others
Long distances to spare parts selling points	Lack of knowledge on how they can demand water & sanitation facilities	Inadequate water & sanitation facilities

Distorted prices of spare parts due to limited information	Low literacy levels resulting in difficulties to grasp their roles & responsibility	Long distances covered to access water
No spare parts for broken boreholes	Lack of ownership of the community of the borehole	The water points surrounding is dirty
Lack of information where they can find spare parts when the borehole breaks down	MPs doing maintenance work for communities thereby encouraging dependency syndrome	Vandalism on installed pumps by other irresponsible community members
Confusion brought by different approaches by various service providers	Political influence on O&M thereby making communities still dependent rather than independent	Theft and vandalism of water facilities
Mismanagement of funds by committee members		
Failure to raise maintenance funds		
Lack of patriotic WPC who work on voluntary basis		
Failure of other members of the community to make financial contributions		
Lack of sensitization on availability of AMs as local artisans hence there are misunderstandings between AMs and WPCs		
Inadequate skills in minor maintenance of the borehole		
Cultural issues whereby women and children as the most affected users don't take part in leadership of WPCs		

## 6-2. 問題分析②

問題分析②のセッションでは、分析①の結果を踏まえつつ、「政府の O&M ガイドライン・マニュアルが効果的に実施されていない (The government guidelines and manuals on O&M of rural water supply facilities have not been effectively implemented on all facilities.)」という問題を出発点とし、その原因を探る問題分析を行った。参加者の人数が限られていたことから、分析は

全員で行った。初日は MOIWD 本省と県を結ぶ役目である中部地域水開発オフィサーが積極的に中央の問題を指摘し、問題の抽出が促進されたが、2 日目は同オフィサーが出席できず、県政府の職員が、MOIWD 本省の職員を前にカードに問題を書くことを躊躇する場面が散見され、分析がなかなか進まなかった。

分析では、ガイドライン・マニュアルが効果的に実施されていない原因として、それらが使用されていないという問題と内容の問題が挙げられ、その原因が議論された。短時間での作業により限定的な分析内容ではあったが、MOIWD によるオリエンテーションの不足、ガイドライン・マニュアルへの政策の反映不足、NGO を含む開発パートナー間の調整などが原因として挙げられた。分析の結果は表 2 のとおり。

表 2 問題分析②の結果

問題	原因		
Guidelines & manuals are not being used in some districts	Guidelines & manuals are not known by some district officers	Non-availability of guidelines & manuals at District Council	Guidelines & manuals are not effectively distributed to the districts from central government
		Lack of orientation by central level	Lack of technical expertise to do orientation by central level
	Guidelines & manuals are not clear/user friendly	Guidelines are not reviewed frequently	Long time for decision-making by central level
	Lack of adherence to policy on O&M issues by implementers	Lack of enforcement by the government	
		Time constraints	Poor scheduling of project period by planners Competition from other implementers
	Lack of enforcement by central government	The use of guidelines & manuals does not come clearly in the policy	
	Some implementers (NGOs etc.) do not use guidelines	No deliberate effort by other partners in WSS to use the available guidelines & manuals	



Guidelines are not user friendly	Policy issues in guidelines & manuals are outdated with regard to current environment	Inadequate/no data on lessons learnt from application	Lack of feedback and follow-up
	Not all policy issues are clear to implementers	Lack of orientation on policy issues	Lack of financial resources to do orientation at all levels

以上

添付資料

- ① ワークショッププログラム
- ② 問題分析インストラクションスライド
- ③ PCM ワークショップ参加者リスト

## **Mini-Workshop on Proposed JICA's Technical Cooperation on O&M of Rural Water Supply Facilities**

**November 8, 2010 at MOIWD conference room**

### **Purpose of the Workshop**

- ❖ To share problems that the communities, the district councils and the Ministry are confronting in O&M of rural water supply facilities.
- ❖ To provide the Ministry as well as the JICA planning survey team with information that will help them to identify issues to be tackled in order to institutionalize and strengthen O&M framework under the proposed project.

### **Programme**

- 14:30 Opening
- 14:40 Instructions on Problem-Analysis I
- 14:45 Group Work on Problem Analysis I
- 15:30 Instructions on Problem Analysis II
- 15:40 Group Work on Problem Analysis II
- 16:50 Presentation of Analysis Results by each group
- 17:20 Closing
- 17:30 End of the Workshop

## Mini-Workshop on Proposed JICA's Technical Cooperation on O&M of Rural Water Supply Facilities

### Group Work Instructions

November 8, 2010  
JICA Detailed Planning Survey Team

### Guidance on Group Work

**Participatory approach** is adopted in this workshop. Please follow the basic rules below as much as you can.

- ✚ Express your own ideas on cards.
- ✚ Write cards before beginning discussions.
- ✚ Do not remove cards from the wall before a consensus is reached.
- ✚ Do not investigate who wrote which card.

## Problem Analysis I

### ✚ Step 1

List problems that the Ministry, the Mchinji District Council, and the communities are confronting in O&M of rural water supply facilities.

### ✚ Step 2

Group the identified problems into categories of “technical problems”, “organizational problems”, and “external (institutional, societal, cultural, etc.) problems”.

## Problem Analysis I

### **!NOTE!**

✚ Do not just list financial/manpower problems. Try to identify other problems as well, such as communication problems between stakeholders, technical problems that EWs are facing.

✚ When you write a financial/manpower problem, make it specific.

e.g. There is no financial resources “to give training to WPCs”.

## Problem Analysis II

Despite the government's efforts to prepare a number of manuals and guidelines on O&M of water supply facilities, 30% of water points is non-functional.

What are the factors causing this situation?

In this analysis session, we are going to look into the above issue with particular attention to the government guidelines and manuals, **by clarifying causal relationships between existing problems.**

## Problem Analysis II

### Starting Problem for Analysis

“The government guidelines and manuals on O&M of rural water supply facilities have not been effectively implemented on all facilities.”

#### Step 1

Write “direct” causes of the starting problem on cards and put them below the starting problem card. Discuss whether the identified causes are the problems that “directly” cause the starting problem and whether there are any other direct causes.

## Problem Analysis II

### ✦ Step 2

Write causes of the direct causes identified in Step 1 on cards and put them below corresponding direct cause cards.

Discuss the content of the cards as in Step 1.

### ✦ Step 3

Repeat the same steps for the next set of causes and develop the problem tree downwards.

## Problem Analysis II

### *Rules for Writing Problem Cards*

- ✦ Write each problem **in a sentence** that describes a **negative situation**.
- ✦ Write one problem per card.
- ✦ Try to avoid writing “There is no/lack of [something].”  
Instead, try to **describe conditions resulting from the lack of something**.
- ✦ Do not include both the cause and effect of a problem on one card.

## PCM ワークショップ参加者

### MOIWD

1. Mr. John Kumwenda, Chief Civil Engineer
2. Mr. Mphatso Kadzitaye, Economist
3. Mr. Rex Kanjedza, Principal Water Resource Officer, Water Resources Board
4. Mr. Thanasius Sitolo, Principal Community Water Supply and Sanitation Officer
5. Ms. Emma Mbalame, Regional Water Development Officer (Central Region)
6. 白石眞之専門家（水資源アドバイザー）

### ムチンジ州政府

1. Mr. Henry Namwiri, District Water Officer
2. Mr. Charles B. Matatiyo, District Community Development Officer
3. Mr. Samuel J. D. Kapangana, Assistant Environmental Health Officer

### JICA マラウイ事務所

1. 塩塚美那子所員
2. Mr. Nathan Muwafu

### 調査団

1. 松本重行（団長）
2. 宇根雄二（地下水開発/水理地質/地方給水）
3. 吉田麻紀（協力企画）
4. 吉川健（村落給水）
5. 房前理恵（評価分析）\*

\*ファシリテーター

## 付属資料 8. 収集資料リスト





収集資料リスト(■収集資料/□専門家作成資料)

主管部長	文書管理課長	主管課長	情報管理課長	技術情報管理課長	図書館受入日時

プロジェクトID		調査団番号	
地域	アフリカ	調査団名又は専門家氏名	村落給水運営維持管理プロジェクト 詳細計画策定調査
国名	マラウイ国	配属機関名	
		現地調査期間又は派遣期間	2010年10月30日～2010年11月20日
		担当者氏名	
		担当部課	JICA地球環境部

番号	資料の名称	形態(図書、ビデオ、地図、写真等)	収集資料	専門家作成資料	JICA作成資料	テキスト	発行機構	取扱い区分	図書館記入欄
1	Water Supply and Sanitation District Operational Manual, July 2010	電子ファイル	*				MOIWD/ NWDP	JR・CR( )・SC	
2	Implementation Guidelines for Rural Water Supply and Sanitation, July 2010	電子ファイル	*				MOIWD/ NWDP	JR・CR( )・SC	
3	Implementation Manual for Piped and Point Water Supply System, July 2010	電子ファイル	*				MOIWD/ NWDP	JR・CR( )・SC	
4	Participatory Sanitation and Hygiene Promotion Implementation Manual, July 2010	電子ファイル	*				MOIWD/ NWDP	JR・CR( )・SC	
5	Implementation Manual for Town, Market Center and Surrounding Villages, Piped Water Supply and Sanitation, July 2010	電子ファイル	*				MOIWD/ NWDP	JR・CR( )・SC	
6	Water User Association Training Manual, April 2009	電子ファイル	*				MOIWD/ NWDP	JR・CR( )・SC	
7	Guidelines for Establishment of Water Users Association in Malawi, Market Centre and Rural Piped Water Supply and Sanitation Programme, August 2010	電子ファイル	*				MOIWD/ NWDP	JR・CR( )・SC	
8	Community Based Rural Water Supply, Sanitation and Hygiene Education Implementation Manual, January 1999	電子ファイル	*				Ministry of Water Development	JR・CR( )・SC	
9	Training of Trainers Manual, January 1999	電子ファイル	*				Ministry of Water Development/ NWDP	JR・CR( )・SC	
10	Community Handbook on Water and Sanitation Afridev Version	電子ファイル	*				Community Based Management Unit, Malawi Government	JR・CR( )・SC	
11	Trainer's Guide for Extension Worker Training, December 1999	電子ファイル	*				Ministry of Water Development/ Rural Water Supply and Sanitation Programme	JR・CR( )・SC	
12	Trainer's Guide for WPC/ VHWC Training, December 1999	電子ファイル	*				Ministry of Water Development/ Rural Water Supply and Sanitation Programme	JR・CR( )・SC	
13	District Operational Manual (DOM), 2000	電子ファイル	*				Ministry of Water Development/ Rural Water Supply and Sanitation Programme	JR・CR( )・SC	
14	Gravity Fed Rural Piped Water Schemes, Rural Piped Water Technical Manual, February 2000	電子ファイル	*				Ministry of Water Development	JR・CR( )・SC	
15	Gravity Fed Rural Piped Water Schemes Design Engineer's Manual	電子ファイル	*				Republic of Malawi	JR・CR( )・SC	
16	Malawi PHAST for improved Rural Water Supply, Sanitation, Hygiene and Health, Training and Implementation Manual, July 2001	電子ファイル	*				Mr. Barle Makumba (Health Environmentalist)	JR・CR( )・SC	

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主管理部長	文書管理課長	情報管理課長	技術情報管理課長	図書館受入日時

プロジェクトID		調査団番号	
地域	プロジェクト名又は専門家氏名	調査団番号	担当者氏名
国名	配属機関名	現地調査期間又は派遣期間	担当者氏名
アフリカ	村落給水運営維持管理プロジェクト 詳細計画策定調査		JICA地球環境部
マラウイ国		2010年10月30日～2010年11月20日	

番号	資料の名称	形態(図書、ビデオ、地図、写真等)	収集資料	専門家作成資料	JICA作成資料	テキスト	発行機構	取扱い区分	図書館記入欄
17	Sanitation, Hygiene Education and Community Procedures Manual, January 2000	電子ファイル	*					JR・CR( )・SC	
18	Hygiene Education for Integrated Rural Water Supply and Sanitation, A Manual for Extension Workers	電子ファイル	*				Ministry of Water Development	JR・CR( )・SC	
19	Manual on Community Managed Piped Schemes Manual on How Districts and Communities Can Plan, Develop, & Manage Piped Schemes)	電子ファイル	*				Ministry of Water Development	JR・CR( )・SC	
20	Manual on Community Managed Boreholes Manual on How Districts and Communities Can Plan, Develop, and Manage Boreholes)	電子ファイル	*				Ministry of Water Development	JR・CR( )・SC	
21	Installation and Maintenance Manual for the Afridev Hand pump, 2003	電子ファイル	*				SKAT-HTN Publication	JR・CR( )・SC	
22	Shallow Well Caretakers Training Manual	電子ファイル	*				MOIWD/ Metaferia Consulting Engineers	JR・CR( )・SC	
23	Technical Manual for Training of Caretakers April 2007	電子ファイル	*				MOIWD/ UNICEF	JR・CR( )・SC	
24	Development Planning System Handbook for District Assemblies	電子ファイル/図書	*				Republic of Malawi	JR・CR( )・SC	
25	Malengizo a Chitukuko cha Madzi ndi Zaumoyo m'imidzi Pampu ya Afridev	電子ファイル	*				Ministry of Water Development/ UNICEF	JR・CR( )・SC	
26	Draft Training Manual for Area Mechanics	電子ファイル	*				Ministry of Water Development/ UNICEF	JR・CR( )・SC	
27	Design and Technical specification for the Construction of Water Supply Facilities in Rural Areas	電子ファイル	*				Ministry of Water Development/ UNICEF	JR・CR( )・SC	
28	National Facilitators Training, GIS Based for the Rural Water Supply and Sanitation	電子ファイル	*				Ministry of Water Development	JR・CR( )・SC	
29	Participatory Hygiene, Water and Sanitation Promotion Implementation Manual	電子ファイル	*				MOIWD	JR・CR( )・SC	
30	GIS Based MIS for the Rural Water Supply	電子ファイル	*				MOIWD	JR・CR( )・SC	
31	GIS Manual Tools	電子ファイル	*				MOIWD/UNICEF	JR・CR( )・SC	
32	Implementation Guide Manual for Establishment of Area Mechanic Revised Draft	電子ファイル	*				MOIWD	JR・CR( )・SC	

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プロジェクトID		調査団番号	
地域	アフリカ	調査団名又は専門家氏名	村落給水運営維持管理プロジェクト 詳細計画策定調査
国名	マラウイ国	配属機関名	
		現地調査期間又は派遣期間	2010年10月30日～2010年11月20日
		担当者氏名	
		担当部課	JICA地球環境部

番号	資料の名称	形態(図書、ビデオ、地図、写真等)	収集資料	専門家作成資料	JICA作成資料	テキスト	発行機構	取扱い区分	図書館記入欄
33	Guideline for Rapid Qualitative Biological Testing of Drinking Water Samples in Emergency situations Using H2S Strips (A Community Empowerment Tool) Guidelines in Lilongwe and Blantyre	電子ファイル	*				MOIWD/UNCEP	JR-CR( )・SC	
34	Installation and Maintenance Manual for the Afridev Hand pump, 2007	電子ファイル	*				SKAT-HTN Publication	JR-CR( )・SC	
35	Sanitation Marketing and Hygiene Promotions Strategy for Urban Low-Incomes Areas in Lilongwe and Blantyre	電子ファイル	*				MOIWD	JR-CR( )・SC	
36	Water, Sanitation and Hygiene Standards for Schools in Low-Cost Settings	電子ファイル	*				UNCEP/WHO	JR-CR( )・SC	
37	Mchinji Water Atlas 2008, Status Report on Rural Water, 2010	図書	*				Mchinji District Assembly/ UNCEP	JR-CR( )・SC	
38	Salima Water Atlas 2009, Status Report on Rural Water, 2010	図書	*				Salima District Assembly/ UNCEP	JR-CR( )・SC	
39	Likoma Water Supply Atlas 2009, A Status Report on Rural Water Supply	図書	*				Likoma District Assembly/ UNICEF	JR-CR( )・SC	
40	SOCIO-ECONOMIC PROFILE 2008-2012	図書	*				Mchinji District Assembly	JR-CR( )・SC	
41	Layout Plan, Mchinji Rural Water Supply Project, June 1998	青焼き	*				Ministry of Water Development, Water Department	JR-CR( )・SC	
42	Malawi School WASH 2008, A Status Report on Water, Sanitation, and Hygiene in Primary Schools, May 2009	図書	*				Ministry of Education, Science & Technology	JR-CR( )・SC	
43	Malawi School WASH 2008, A Status Report on Water, Sanitation, and Hygiene in Primary Schools, ANNEXES, May 2010	図書	*				Ministry of Education, Science & Technology	JR-CR( )・SC	
44	2010 Water and Environmental Sanitation, Annual Work Plan	コピー	*				Mchinji District	JR-CR( )・SC	
45	Proposal to the Global Sanitation Fund for Support in Accelerated Sanitation and Hygiene Practices in Malawi	コピー	*				Ministry of Irrigation and Water Development, Department of Sanitation and Hygiene & Water Supply and	JR-CR( )・SC	
46	Terms of Reference for the Establishment of the National Sanitation and Hygiene Coordination Unit, External Arrangement	コピー	*				Ministry of Irrigation and Water Development	JR-CR( )・SC	
47	Consolidated Summary, Year 2010-2011 Budget	コピー	*				Ministry of Irrigation and Water Development	JR-CR( )・SC	
48	Final Draft Proposed Institutional Arrangement for NSHCU	コピー	*				Ministry of Irrigation and Water Development	JR-CR( )・SC	

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番号	資料の名称	形態(図書、ビデオ、地図、写真等)	収集資料	専門家作成資料	JICA作成資料	テキスト	発行機構	取扱い区分	図書館記入欄
49	PROJECT COMPLETION REPORT, INTEGRATED RURAL WATER SUPPLY AND SANITATION PROJECT FOR NCHISI AND MZIMBA DISTRICTS, December 2008	電子ファイル	*				METAFERIA CONSULTING ENGINEERS/ MOIWD	JR-CR( )・SC	
50	QUARTERLY REPORT: NO. 5. NATIONAL WATER DEVELOPMENT PROGRAM (AFRICAN DEVELOPMENT FUND SUPPORTED COMPONENT), October 2010	電子ファイル	*				Project Coordination Unit/Program Management Unit	JR-CR( )・SC	
51	PROJECT APPRAISAL REPORT, National Water Development Program, March 2008	電子ファイル	*				AfDB	JR-CR( )・SC	
52	PROJECT COMPLETION REPORT, DISTRICT WATER SUPPLY III PROJECT, MAY 2007	電子ファイル	*				AFRICAN DEVELOPMENT FUND	JR-CR( )・SC	
53	ANNUAL REPORT FOR CBM SECTION 2008-2009	電子ファイル	*				CWSSO	JR-CR( )・SC	
54	DRAFT FINAL REPORT, INVESTMENT PLANNING FOR RURAL WATER SUPPLY AND SANITATION, July, 2007	電子ファイル	*				MOIWD/NWDP	JR-CR( )・SC	
55	The State of Rural Water Supply Services Draft, August, 2010	電子ファイル	*				Department of Water Services (M&E Division)	JR-CR( )・SC	
56	Maintenance System Project In Malawi	電子ファイル	*				InterAide	JR-CR( )・SC	
57	JICA事業の活動に伴う国内旅行の日当・宿泊費の基準について / Guideline for JICA Activity's DSA rate, 20 August 2009	電子ファイル	*				JICA Malawi Office	JR-CR( )・SC	
58	Revision of rate for Meal Allowance, 21 July 2010	電子ファイル	*				Secretary for Local Government and Rural Development	JR-CR( )・SC	
59	Government staff grade table	電子ファイル	*					JR-CR( )・SC	
60	MALAWI, Second National Water Development Project, Implementation Support Mission October 2010	電子ファイル	*				World Bank	JR-CR( )・SC	
61	TWG List	電子ファイル	*					JR-CR( )・SC	
62	Subsistence allowance for donor funded workshops and seminars	電子ファイル	*				Secretary for Human Resource Management and Development	JR-CR( )・SC	
63	2008-09 ORTcashbook Assembly2009-2010 desktop-sandram	電子ファイル	*				MCHINJI DISTRICT ASSEMBLY	JR-CR( )・SC	
64	Guideline s for constituency development fund	電子ファイル	*				MCHINJI DISTRICT ASSEMBLY	JR-CR( )・SC	

収集資料リスト(■収集資料/□専門家作成資料)

主管理課長	文書管理課長	情報管理課長	技術情報管理課長	図書館受入日時

プロジェクトID		調査団番号	
地域	アフリカ	調査団名又は専門家氏名	JICA地球環境部
国名	マラウイ国	配属機関名	
		現地調査期間又は派遣期間	2010年10月30日～2010年11月20日
		担当者氏名	

番号	資料の名称	形態(図書、ビデオ、地図、写真等)	収集資料	専門家作成資料	JICA作成資料	テキスト	発行機構	取扱い区分	図書館記入欄
65	LDF APPROVED PROJECTS 2009-10	電子ファイル	*				MCHINJI DISTRICT ASSEMBLY	JR・CR( )・SC	
66	Mchinji District Assembly consolidated budget	電子ファイル	*				MCHINJI DISTRICT ASSEMBLY	JR・CR( )・SC	
67	DISTRICT STRATEGY AND INVESTMENT PLAN , DSIP 2007 – 2015, NOVEMBER 2007. DISTRICT RURAL WATER, SANITATION & HYGIENE PROGRAMME, MINISTRY OF IRRIGATION AND WATER DEVELOPMENT, NATIONAL WATER DEVELOPMENT	電子ファイル	*				MCHINJI DISTRICT ASSEMBLY	JR・CR( )・SC	
68	SALARIES SCHEDULES 2009 - 2010	電子ファイル	*				MCHINJI DISTRICT ASSEMBLY	JR・CR( )・SC	
69	ICWP_data in Mchinji District	電子ファイル	*				MOIWD	JR・CR( )・SC	
70	MoiWD Implementation Plan Final Draft_ 10 August 2006.	電子ファイル	*				MOIWD	JR・CR( )・SC	
71	Local funding 2009_2010	電子ファイル	*				MOIWD	JR・CR( )・SC	
72	Copy of BUDGET PERFORMANCE REPORT AS AT 30 JUNE R 2010-ORT.	電子ファイル	*				MOIWD	JR・CR( )・SC	
73	REGISTERED CONTRACTORS 2009 to 2010	電子ファイル	*				NCIC	JR・CR( )・SC	
74	Tikoliwe Gravity Fed Rural Water Supply Scheme in Mchinji District, Survey, Design and Construction Supervision of Tikoliwe New Water Supply , VOLUME I , FINAL DESIGN REPORT, April 2009	電子ファイル	*				Press Trust	JR・CR( )・SC	
75	CLTS IN MALAWI – PROGRESS TO DATE (NOV.2009)	電子ファイル	*				UNCEF	JR・CR( )・SC	
76	Mchinji water point atlas data	電子ファイル	*				UNCEF	JR・CR( )・SC	
77	Country Programme Action Plan 2006-2011	電子ファイル	*				UNCEF	JR・CR( )・SC	
78	Managing communal water kiosks in Malawi: Experiences in water supply management in poor urban settlements in Lilongwe	電子ファイル	*				WaterAide	JR・CR( )・SC	
79	Water Aide learning for advocacy and good practice wateraide, water point mapping in Malawi and Tanzania, December 2005	電子ファイル	*				WaterAide	JR・CR( )・SC	
80	REPORT ON THE ONE-DAY WORKSHOP ON THE FUTURE UTILIZATION OF CHIGWEJE CAMPSITE, 12 MAY 2006	電子ファイル	*				MOIWD	JR・CR( )・SC	

収集資料リスト(■収集資料/□専門家作成資料)

主 管 部 長	文 書 管 理 課 長	情 報 管 理 課 長	技 術 情 報 管 理 課 長	図 書 館 受 入 日 時

プロジェクトID		調査団番号	
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国名	マラウイ国	配属機関名	担当部課
		現地調査期間又は派遣期間	2010年10月30日～2010年11月20日
			担当者氏名

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81	MALAWI TEVET INTERMEDIATE CERTIFICATE, Water Sector, WATER PLANT OPERATOR, TEVET-MALAWI 2006	電子ファイル	*				TEVET	JR・CR( )・ SC	
82	LIST OF DRILLING COMPANY IN MALAWI.doc	電子ファイル	*				MOIWD	JR・CR( )・ SC	
83	VISION 2020, March 1998	電子ファイル	*				National Economic Council, Malawi	JR・CR( )・ SC	
84	CRWB Organogram	電子ファイル	*				CRWB	JR・CR( )・ SC	
85	A Strategy for Capacity Development for Decentralization in Malawi, REPORT on Phase 1: Capacity Assessment, December 2005	電子ファイル	*				giz	JR・CR( )・ SC	
86	PRELIMINARY REPORT, Malawi Multiple Indicator Cluster Survey 2006	電子ファイル	*				National Statistical Office, Zomba, Malawi, UNCEF	JR・CR( )・ SC	
87	Poverty and Social Impact Analysis Private Sector Participation in the Distribution and Management of Water Services: A Study of Low Income Areas in Blantyre and Lilongwe	電子ファイル	*				Jun-07	JR・CR( )・ SC	
88	CONSULTANCY REPORT ON THE ESTABLISHMENT OF LOCAL AUTHORITY BASELINES FOR 12 MDG INDICATORS Final Draft, July 15, 2005	電子ファイル	*				MALAWI SOCIAL ACTION FUND	JR・CR( )・ SC	
89	Assessment of Financial Management Capacity of Local Assemblies MAIN REPORT, June 2005	電子ファイル	*				O&M Associates/MASAF	JR・CR( )・ SC	
90	MALAWI SOCIAL ACTION FUND (MASAF) ANNUAL REPORT, REPORTING PERIOD JULY 2002 TO JUNE 2003	電子ファイル	*				MALAWI SOCIAL ACTION FUND	JR・CR( )・ SC	
91	Project Appraisal Report, Strengthening Water Sector Monitoring and Evaluation, August 2009	電子ファイル	*				AfDB	JR・CR( )・ SC	
92	InterAide Support to Operation and Maintenance of Rural Water Supplies in Malawi in 2008, January 2009	電子ファイル	*				InterAide	JR・CR( )・ SC	
93	Operation and Maintenance in Rural Malawi: Comparative Analysis of Three Operation and Maintenance Systems for Rural Water Supply in Malawi, May 19, 2010	電子ファイル	*				Engineers Without Borders Canada	JR・CR( )・ SC	
94	TEVET qualifications framework Handbook	電子ファイル	*					JR・CR( )・ SC	
95	Handbook on Community-Led Total Sanitation	電子ファイル	*				Kamal Kar with Robert chambers/ Plan International	JR・CR( )・ SC	
96	Water Supply and Sanitation Sector Financing, Jun 2006	電子ファイル	*				WaterAide	JR・CR( )・ SC	

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		調査団番号	
プロジェクトID			
地域	アフリカ	調査団名又は専門家氏名	村落給水運営維持管理プロジェクト 詳細計画策定調査
国名	マラウイ国	配属機関名	
		現地調査期間又は派遣期間	2010年10月30日～2010年11月20日
		担当者氏名	
		担当部課	JICA地球環境部

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97	MOIWD職員名簿	コピー	*				MOIWD	JR・CR( )・SC	
98	Mchinji県職員名簿	コピー	*				Mchinji District Assembly	JR・CR( )・SC	
99	CRWB職員名簿	コピー	*				CRWB	JR・CR( )・SC	
100	MOIWD予算 2009/2010	コピー	*				MOIWD	JR・CR( )・SC	
101	MOIWD予算 2010/2011	コピー	*				MOIWD	JR・CR( )・SC	
102	MOIWD組織図	コピー	*				MOIWD	JR・CR( )・SC	
103	Mchinji District Assembly Local Assembly Development (LDF) Community Window Application Form	コピー	*				Mchinji District Assembly	JR・CR( )・SC	
104	InterAide Maintenance System Project 資料	コピー	*				InterAide	JR・CR( )・SC	
105	Mgwirizano Womasula Ndi Kubwezeretsa Mjigo (Service Contract) - Mchinji district 等	コピー	*				Mchinji District Water Office	JR・CR( )・SC	
106			*					JR・CR( )・SC	
107			*					JR・CR( )・SC	
108			*					JR・CR( )・SC	
109			*					JR・CR( )・SC	
110			*					JR・CR( )・SC	
111			*					JR・CR( )・SC	
112			*					JR・CR( )・SC	