



CHITETEZO MBAULA PROJECT – MALAWI



DOCUMENT PREPARED BY CO2LOGIC SA

Project Title	<i>Chitetezo Mbaula Project - Malawi</i>
Version	<i>1.0</i>
Date of Issue	<i>27-03-2023</i>
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1 PROJECT DETAILS

1.1 Summary Description of the Project

Summary of technologies/ measures

The present project promotes the distribution and utilization of locally made Chitetezo Mbaula (CM) stoves in Malawi. The CM stove is significantly more efficient than the traditional three stone open fire and therefore contributes to reducing wood consumption, preserving local forests and reducing greenhouse gas (GHG) emissions resulting from unsustainably sourced wood. The CM stove also has further health and social benefits such as reduction of smoke produced during cooking or reduction of time required to collect wood.

Project implementation is coordinated by United Purpose while all carbon related aspects are managed by CO2Logic SA. The project is developed as a grouped project where every CM stove is a project activity instance.

Location of the project

The project will be implemented in Malawi. Details are provided in section 1.12.

Generation of GHG emission reductions/ removals

The CM stove substitutes the widespread households traditional fires used for cooking. The improved thermal efficiency translates into fuel savings and reduction of GHG emissions.

Scenario existing prior to project implementation

The baseline scenario is the continued use of non-renewable wood fuel by the target population to meet similar thermal energy needs as provided by project cookstoves in absence of project activity.

Annual average and total GHG emission reductions and removals estimates

It is estimated that the project will reduce an average 152,358 tCO₂e per year. Over the 7 year life span of the project, this project is expected to reduce a total of 1,066,507 tCO₂e.

Audit Type	Period	Program	VVB Name	Number of years
Validation	17-04-2023	-	Carboncheck	-
Total				

1.2 Sectoral Scope and Project Type

The project is categorized under type/category as below:

a) Sectoral scope : 03 Energy demand

b) Type: II Energy efficiency improvement projects

The project is a grouped project.

1.3 Project Eligibility

The project involves energy efficient cookstove distribution which falls under the category of energy efficiency improvements in thermal applications. Therefore it is eligible under the scope of VCS Program.

The project activity does not fall under the excluded list of projects as prescribed under the table 1 of section 2.1.3. of the VCS Standard version 4.4¹.

1.4 Project Design

The project is a grouped project. Each CM stove is a project activity instance as per VCS Standard v4.4 and VCS Program Definitions v4.2¹.

Eligibility Criteria

The below eligibility criteria's – as per VCS Standard version 4.4¹ section 3.6.16 - apply to new project activity instances :

¹ VCS standard v4.4, 21-12-2022, <https://verra.org/project/vcs-program/rules-and-requirements/>

n°	Criterion	Requirement	Comment
3.6.16 New Project Activity Instance Eligibility Criteria ¹			
1.1	Meet the applicability conditions set out in the methodology applied to the project.	The methodology applied is the one specified in section 3.1 “Title and Reference of Methodology”	-
1.2	Use the technologies or measures specified in the project description.	The project technology used is the one specified in section 1.11 “Description of the Project Activity”.	-
1.3	Apply the technologies or measures in the same manner as specified in the project description.	All project measures are described in the Project Description document.	-
1.4	Are subject to the baseline scenario determined in the project description for the specified project activity and geographic area.	All project activity instances will be installed within Malawi only and the baseline scenario is the continued use of non-renewable wood fuel by the target population to meet similar thermal energy needs as provided by project cookstoves in absence of project activity.	-
1.5	Have characteristics with respect to additionality that are consistent with the initial instances for the specified project activity and geographic area. For example, the new project activity instances have financial, technical and/or other parameters (such as the	As per “CDM tool for the demonstration and assessment of additionality” V07.0” : 1. Regulatory Surplus: The project should not be mandated by any law, statute or other regulatory framework, or	All new project activity instances are subject to additionality analysis: 1. There is no mandated government program or policy in Malawi

	size/scale of the instances) consistent with the initial instances, or face the same investment, technological and/or other barriers as the initial instances.	for UNFCCC non Annex I countries, any systematically enforced law, statute or other regulatory framework. 2. Positive List: The inclusion of new project activity instances shall have to comply with positive list that is the ICS are installed/ distributed at zero cost to end user and the project activity instance has no other source of revenue but GHG credits.	which intends to mandate for distribution of project activity instances. 2. The additionality of the SCTP and third category beneficiaries where project stoves are distributed free of charge (see section 1.11) falls under the positive list 3. The additionality of the commercial model where stoves are sold at 1500MK (see section 1.11) is proved by the Project Method – Investment Analysis option b from the “CDM tool for the demonstration and assessment of additionality” V07.0”. Since all project activity instances are implemented according to the same modalities, the conclusion of the Investment Analysis conducted for the commercial model is replicable to any new project activity instance of the commercial model.
3.6.17 Inclusion of New Project Activity Instances ¹			

2.1	Occur within one of the designated geographic areas specified in the project description.	All project activity instances will be installed within Malawi only.	-
2.2	Conform with at least one complete set of eligibility criteria for the inclusion of new project activity instances. Partial conformance with multiple sets of eligibility criteria is insufficient.	All project activity instances will conform with the complete set of eligibility criteria.	-
2.3	Be included in the monitoring report with sufficient technical, financial, geographic, and other relevant information to demonstrate conformance with the applicable set of eligibility criteria and enable evidence gathering by the validation/verification body.	All project activity instances will demonstrate conformance with the complete set of eligibility criteria.	-
2.4	Be included in an updated project description, with updated project location information (as set out in Section 3.11), which shall be validated at the time of verification against the applicable set of eligibility criteria.	All project activity instances will be included in an updated project document and demonstrate conformance with the complete set of eligibility criteria.	-
2.5	Have evidence of project ownership, in respect of each project activity instance, held by the project proponent from the respective start date of each project	All project activity instances will be accompanied by carbon waivers transferring the ownership rights of the carbon assets generated.	-

	activity instance (i.e., the date upon which the project activity instance began reducing or removing GHG emissions).		
2.6	Have a start date that is the same as or later than the grouped project start date.	All project activity instances have evidence (receipts at customer and promoters level) clearly showing that the implementation date respects the project start date. This evidence is recorded in the project database.	-
2.7	Be eligible for crediting from the start date of the project activity instance through to the end of the project crediting period (only).	All project activity instances have evidence showing their eligibility from the start date of the project activity instance through to the end of the project crediting period (only).	-
2.8	Only eligible for crediting from the start of the verification period in which they were added to the grouped project.	All project activity instances will be eligible for crediting from the start of the verification period in which they were added to the grouped project.	-
2.9	Not be or have been enrolled in another VCS project.	No project activity instance will be enrolled in another VCS project.	-
2.10	Adhere to the clustering and capacity limit requirements for multiple project activity instances set out in 3.6.8 - 3.6.9.	See below.	-

3.6.8 Multiple Project Activity Instances ¹			
3.1	The project proponent shall include in a singular project all project activity instances within ten kilometers of another instance of the same project activity and with the same project proponent (i.e., instances of the same project activity may not be spread across more than one project if they are within ten kilometers of each other).	All project activity instances located within ten kilometers of another instance of the project activity and with the same project proponent will be included in the present project.	
3.6.9 Capacity Limits ¹			
4.1	Where a capacity limit applies to a project activity included in the project, no project activity instance shall exceed such limit. Further, no single cluster of project activity instances shall exceed the capacity limit, determined as follows: 1) Each project activity instance that exceeds one percent of the capacity limit shall be identified.	1) As per “VMR0006: Methodology for Installation of High Efficiency Firewood Cookstoves V1.1” ² section 1, referring to “AMS-II.G. Energy efficiency measures in thermal applications of non-renewable biomass” ³ : “The aggregate energy savings of a single project activity shall not exceed the equivalent of 60 GWh per year or 180 GWh thermal per year in fuel input.”	-

² VMR0006 Methodology for Installation of High Efficiency Firewood Cookstoves, <https://verra.org/methodology/vmr0006-methodology-for-installation-of-high-efficiency-firewood-cookstoves/>

³AMS-II.G. Energy efficiency measures in thermal applications of non-renewable biomass version 13.0, <https://cdm.unfccc.int/UserManagement/FileStorage/6TOUCX21D0BHNVIRZFWMEKALY94GS7>

	2) Such instances shall be divided into clusters, whereby each cluster is comprised any system of such instances such that each instance is within one kilometer of at least one other instance in the cluster. Instances that are not within one kilometer of any other instance shall not be assigned to clusters. 3) None of the clusters shall exceed the capacity limit and no further project activity instances shall be added to the project that would cause any of the clusters to exceed the capacity limit.	The estimated energy saving of a single stove in Malawi is in the order of magnitude of 1.5 to 2.5 tons_{firewood}/year, corresponding to 6.678×10^{-3} GWh_{thermal}/year.stove. Therefore, no project activity instance is expected to exceed one percent of the capacity limit of 180 GWh_{thermal}/year.stove 2) The expected annual energy saving for each project activity instance being 6.678×10^{-3} GWh_{thermal}/year.stove, well below 1% of the capacity limit, the project activity instances under this grouped project activity shall not be assigned to clusters. 3) N/A	
Additional criterions			
5.1	The distributed stoves shall be traceable and uniquely identifiable	All new project activity instances are identified with a serial number on the stove. A receipt is issued to customers and a duplicate is kept in the project's records. Every stove is attributed to the commercial, SCYP or third category model. All the information is recorded in the project database	-

1.5 Project Proponent

Organization name	CO2logic SA
Role in the project	Carbon project development
Contact person	Herman Noppen
Title	Climate Projects Director
Address	Cantersteen 47, 1000 Brussels, Belgium
Telephone	+ 32 (0) 497 05 31 36
Email	herman@CO2logic.com https://www.co2logic.com/en

1.6 Other Entities Involved in the Project

Organization name	United Purpose
Role in the project	Project implementation
Contact person	Will Coley
Title	Energy Program Manager
Address	Mwai House, City Centre, Area 13, PO Box 159, Lilongwe, Malawi
Telephone	+265 982 111 478
Email	will.coley@united-purpose.org https://united-purpose.org/

1.7 Ownership

CO2Logic SA owns the project. As per clause 5 section 3.7.1 of VCS Standard version 4.4, during the registration of the ICS the participating household will sign a carbon waiver transferring the ownership rights of the carbon assets generated from this project to United Purpose, the agency responsible for

implementation in the field. United Purpose then transfers its rights on carbon assets to the project proponent (CO2Logic SA) through a separate agreement.

1.8 Project Start Date

01-08-2021 (Date of commissioning first ICS)⁴.

1.9 Project Crediting Period

01-08-2021 to 31-07-2028, seven years fixed crediting period, twice renewable, totaling 21 years.

1.10 Project Scale and Estimated GHG Emission Reductions or Removals

Project Scale	
Project	x
Large project	

Year	Estimated GHG emission reductions or removals (tCO ₂ e)
Year 1	9,033
Year 2	73,215
Year 3	155,335
Year 4	187,413
Year 5	198,282
Year 6	194,672
Year 7	248,557
Total estimated ERs	1,066,507
Total number of crediting years	7
Average annual ERs	152,358

1.11 Description of the Project Activity

⁴ See carbon waiver, document "VCSXXXX_LV_CarbonWaiver_CM_First Stove Sold"

The Chitetezo Mbaula (CM) stove is a portable cookstove that is produced locally mostly by women. It is made of clay with a hole fashioned in the side to allow air and fuel entry and has fixed pot rests on the top. It is designed to burn fuelwood and crop residues.

The technical characteristics of the Chitetezo Mbaula stove are resumed in the table below.

Characteristics of the Chitetezo Mbaula stove	
Average Thermal Efficiency	31% ⁵
Fuel	Wood/Crop residues
Stove Technology	Combustion
Materials	Clay
Single pot/multi pot	Single Pot
Portable/fixed model	Portable
Dimensions	300/300/265 mm
Weight	8.0 kg

These cookstoves are more efficient than the traditional cooking fires due to their improved thermal efficiency. They also reduce indoor air pollution, are safer since there is no open flame and they greatly benefit women and children since they can reduce their time collecting firewood by half.



⁵ Average value of WBT results publicly available in the Catalog of Clean Cookstoves:
http://catalog.cleancookstoves.org/stove_details.html?stove_id=stove_VROU4NT

Figure 1: Woman cooking on her CM cookstove

To date, the CM stoves have had the most success in rural Malawi due to its affordability, accessibility and appropriateness considering local preferences for energy needs. The stove is now in its third decade and has evolved from its embryonic start incorporating feedbacks from its many users. The optimal design has been agreed and is standardized. The project does not consist of a fuel switch as locally available wood is still being used.

The project is implemented using three main approaches:

- The first approach involves targeting existing beneficiaries of the Social Cash Transfer Program (SCTP) in order to prioritize the most vulnerable households. For this purpose, the project uses SCTP beneficiaries lists for targeting, although the project is not linked to the SCTP program itself. The SCTP is a bi-monthly, unconditional cash transfers from the Government to 10% of Malawian households identified as ultra-poor and labour-constrained across each of the 28 Districts. Currently, the project's average transfer value per household amounts to MWK 9,000 per month from the Government⁶.
- The second approach, called the commercial model, seeks to reach out to people who are outside the SCTP by selling the CM at a - subsidized - market price of MWK 1,500 (raised from 1'000MK in October 2022). Various marketing activities have been lined up in this model to activate demand for the stoves, including cooking demonstrations, roadshows as well as school campaigns. Before launching the commercial model, community meetings were held with local leaders in order to get their buy in and leverage their position of influence.
- A third category –marginal in terms of numbers compared to the SCTP and commercial approach– is composed of people actively supporting the project and which receive a free CM stove :
 - People conducting KPT's
 - Members of the Community Social Support Committees (CSSC's) whose role is to oversee the SCTP program at village level

At the time of sale, the person responsible for the sale hands out an information leaflet in the local language and records all necessary data in a database (for more details see the monitoring plan). For the commercial model, the ICS can be paid at once or in three instalments.

The lifespan of this type of cookstove being about 5 years⁷, if/when a cookstove is damaged, non-functioning or exceeding its lifespan, the project will replace it by a new one. The replacement stove remains free for SCTP beneficiaries.

⁶ SCTP webpage, Ministry of Gender, Children and Community Development, <https://mtukula.com/index.php>

⁷ Lifespan Survey for Chitetezo Mbaula Stoves, Lilongwe, Malawi, December 2020, Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ), Energising Development (see document 'EnDev Malawi-Lifespan survey report for Chitetezo Mbaula.pdf')

Adoption of the technology will be ensured by a number of activities during the project. First, promoters will be trained to raise awareness on the benefits and proper usage of the stove. Monitoring visits will take place twice per year to every stove by the promoters to check their condition, make replacements and encourage continued usage. Through promoters as well as other mass awareness campaigns through local radio, road shows and other methods, customers and beneficiaries are also trained on proper stove usage to maximize their lifespan. This includes storing them indoors, not using water to put out the fire, handling them with care and using metal wire to extend the lifespan if cracks appear.

Community benefits projects will be designed based on community needs through consultation with community members, local governance structures and experts. This is to ensure that they are as appropriate to community needs, as impactful and as effective as possible.

During the first year of the project, all stove production groups will have an environmental assessment which will inform the implementation of appropriate trainings and activities to mitigate the impacts of clay mining.

1.12 Project Location

The project boundary is the Republic of Malawi. A kml with geodetic polygons is provided separately.



Figure 1 The Republic of Malawi

1.13 Conditions Prior to Project Initiation

The fraction of nonrenewable biomass (f_{NRB}) in Malawi is currently at 95.49%⁸. The 2018 census of the Malawian population⁹ demonstrated that 95% of the population uses woodfuels as their main fuel for cooking: 78% in the form of firewood and 17% in the form of charcoal. The energy sources for cooking are presented in the graph below and shows a constant percentage of use of woodfuels across rural regions:

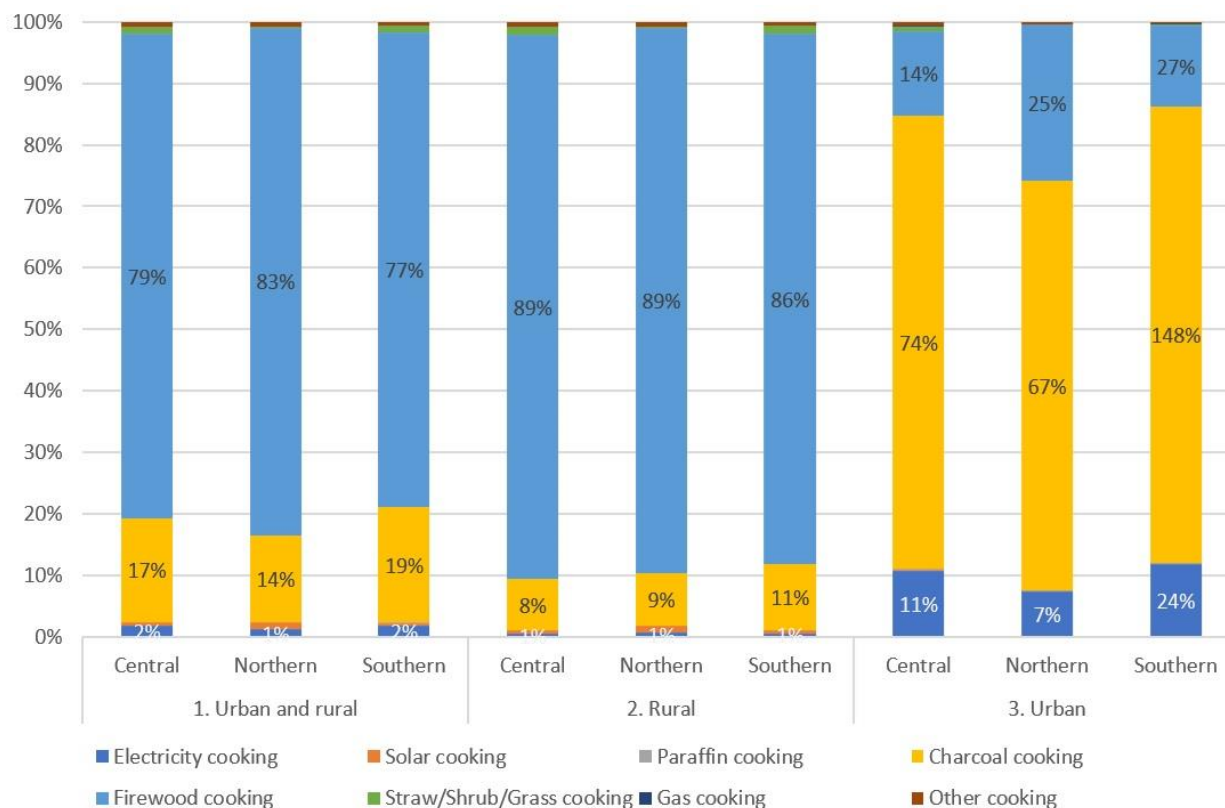


Figure 1 Population by main Source of Energy for Cooking and Heating, Region and District⁹

While Malawi has distributed 2 million Chitetezo Mbaula cookstoves between 2013 and 2020¹⁰, people in rural area tend to still use traditional three-stone stoves/open fires, charcoal stoves and other traditional stoves when no improved stove is available, as demonstrated in a baseline surveys of 129 household of a similar project¹¹.

⁸ de Wet, R., & Kilala, N. 2023. Calculation of the fraction of non-renewable biomass (f_{NRB}) — Malawi v1.0. Seed Ecology and the Cape Climate Collective.

⁹ 2018 Malawi Population and Housing Census Main Report, Government of Malawi, National Statistical Office, May 2019

¹⁰ Ireland congratulates Malawi on meeting 2 million clean cookstoves (2020), <https://www.dfa.ie/irish-embassy/malawi/news-and-events/news-archive/ireland-congratulates-malawi-on-meeting-2-million-clean-cookstoves.html>

¹¹ Definitive assessment of the use of pre-project technologies will be conducted for the elaboration of the final joint PD/MR

The conditions prior to project initiation is therefore the use of non-renewable wood fuel (firewood) by the target population to meet similar thermal energy needs as provided by project cookstoves.

1.14 Compliance with Laws, Statutes and Other Regulatory Frameworks

There are no laws and regulations governing the use of improved cookstoves in Malawi households.

1.15 Participation under Other GHG Programs

1.15.1 Projects Registered (or seeking registration) under Other GHG Program(s)

The project has not been registered under any other GHG programs.

1.15.2 Projects Rejected by Other GHG Programs

The project has not been rejected by any other GHG program.

1.16 Other Forms of Credit

1.16.1 Emissions Trading Programs and Other Binding Limits

The project is not included in an emissions trading program or any other mechanism that includes GHG allowance trading.

1.16.2 Other Forms of Environmental Credit

The project will seek SD Vista certification.

1.16.3 Supply Chain (Scope 3) Emissions

As per VCS Website¹², “Public statement requirements apply to GHG emission reductions or removals achieved on or after 1 July 2023”. In addition to the fact that the nature of the project does not allow scope 3 reduction or removal claims along the supply chain, no public statement or email is provided.

1.17 Sustainable Development Contributions

The project will contribute to the following SDG's :

- SDG 1 – No Poverty

Poverty is fought by reducing households' expenses for wood fuel provision, both in terms of time necessary for wood collection or in terms of financial means necessary for purchase. The project also provides job creation and an extra source of income to the stove producer groups and the stove promoters.

¹² <https://verra.org/verra-releases-updates-to-verified-carbon-standard-program/>

- SDG 3 – Good Health and Well-Being

An improvement in health outcomes is accomplished since the improved cookstoves reduce the amount of harmful smoke emitted during cooking and other stove-related activities. It also reduces risks for small children since there is no open flame.

- SDG 5 – Gender Equality

Gender equality is promoted by reducing the time spent collecting firewood and cooking, freeing up time for other activities.

- SDG 7 – Affordable and Clean Energy

By providing families with more efficient cookstoves, energy needs can be fulfilled in a more affordable and sustainable way.

- SDG 13 – Climate Action

By reducing the amount of non-renewable firewood burned, this project significantly reduces the amount of GHG's emitted.

- SDG 15 – Life on Land

This project promotes the sustainable use of forests by reducing the amount of firewood needed and raising awareness on the consequences of deforestation, protecting natural forest ecosystems and wildlife habitats.

1.18 Additional Information Relevant to the Project

1.18.1 Leakage Management

Not applicable as the project adopts a net gross adjustment factor of 95% to account for leakage.

1.18.2 Commercially Sensitive Information

No commercially sensitive information has been excluded from the public version of the project description.

1.18.3 Further Information

No further information is required to be mentioned in this section.

2 SAFEGUARDS

2.1 No Net Harm

No potential negative environmental or socio-economic impacts have been identified for the project.

2.2 Local Stakeholder Consultation

Invitations

Invitation methods were adapted according to the type of stakeholder. International NGO's, local authorities, local NGO's and DNAs of Malawi were invited by email a month before the stakeholder consultation took place.

Beneficiaries of the project - i.e. stove producers, local leaders, community social support committee members and stove promoters - were invited by means of a public invitation (a banner placed in the town of the two districts as well as posters at the two district councils), mobile phones and word of mouth. The chiefs were informed by word of mouth since it is deemed the most appropriate way to traditionally communicate about the meeting whereas the rest of the local representatives were called.

People who were unable to come to the stakeholder consultation were invited to send their comments or queries on the non-technical summary by email to the project proponents. No such queries were received.

Report of the Local Stakeholder Consultation meeting

The two local stakeholder consultation meetings were held as follows:

- 13/12/2022 in Sandton Conference Hall in Mzimba.
- 15/12/2022 in Nkhotakota District Council Chamber in Nkhotakota.

Seventy three (73) attendees came to the meeting in Mzimba and 55 to the meeting in Nkhotakota which is deemed high. The meeting was partially recorded and minutes of meetings were prepared.

The meeting was opened by the Director of administrations, Mr Lovis Moyo in Mzimba and the ADC Chair for Mwadzama, Mr Brian Chafuwa in Nkhotakota. After introducing the topics of the cookstoves and their benefits to the local community, the project was presented by the project manager. This included an explanation about the carbon transfer process and how ICS buyers will be asked to sign a waiver when buying the stove, transferring their carbon rights to United Purpose/Self Help Africa.

Remarks & Questions

At the end of the presentations, the participants were invited to feed the exchanges with comments, contributions, questions and answers in order to eliminate all blurred points and bring the necessary enlightenment for a proper understanding of the project.

A list of all remarks made during the meeting is provided in the table below :

Questions	Response
-----------	----------

There are some people who are considered as vulnerable under climate smart public works program here in Mzimba South. Is there any opportunity to target these people for free stoves just like you will do in Mzimba North?	Such people cannot be given stoves for free, but they may only be considered to access stoves at a subsidized price. This is because this group of people is considered to have capacity to work own their own and earn a little something.
May you clarify on water sanitation initiative under Carbon financing project? Since there is high demand for portable water in Mzimba South	Community needs will be assessed to design the type of development they will receive after a need assessment survey is done. If it is found that clean water source (e.g., borehole) is a viable and impactful option, the project will consider this.
As Mzimba South, we are discouraging use of firewood as a source of fire, don't you think Chitetezo Mbaula is contradicting with our objectives since it is using firewood for its functionality?	No Chitetezo Mbaula is helping to reduce the consumption of fuelwood by about 50% if compared to three stone open fire which uses more firewood. This is one of the efforts being encouraged as we are looking for a more suitable and reliable technology to traditionally provide an alternative source of energy to fuelwood.
How effective is Chitetezo Mbaula when it comes to accident prevention?	It is very safe than three stone open fire, (evidently, a beneficiary said "I have never had accident since she started using the stove, I feel safer when using the stove than any other stove in terms of accidents")
How do you replace breakage of stoves and for how long?	If the broken stove was purchased, the beneficiary will pay K1,000.00 to get a new stove for replacement but if the broken stove was given for free to an SCT beneficiary, it will also be replaced free of charge.
Do you have other interventions that supports community forests like planting of trees or provision of seedlings knowing the stove uses trees?	Now, there is none. This will be considered

How are you promoting forests in terms of afforestation and re-afforestation?	By working closely with forest department.
For sustainability's sake are you training promoters on how to make stoves and how do they get materials for such a production?	Currently, we are not training them how to make stoves. We purchase stove outside the district, but we have started considering identifying locations to establish stove production groups within the district.
What's the budget for the project?	Only the activity budget for one year was shared with the audience
Is it not possible to give everyone here a free stove?	No, but you are allowed to buy for you to lead by example to your subordinates as local leaders
You have said this project is for both Mzimba South and North, why do we have a selected local leaders present instead of everyone?	This is just a representation of community leaders to speak on behalf of others
May you provide us free T-shirts for visibility's sake?	Not now
By selling carbon credits is it not a way of promoting wanton cutting down of trees?	No, there is no correlation. This will help to reduce the wanton cutting down of trees because carbon credits are claimed based on carbon emission saved from firewood use
Question on whether they can find out about the transport support (arrangement) for Promoters that will proceed with the duty of selling stoves.	Currently there are no special transport arrangement for promoters apart from the usual arrangement have always provided. The project will possibly consider that in future.
Wanted to find out if it is possible to reduce the cost of a stove so that more beneficiaries can buy the stoves	The cost of a stove cannot be reduced because it was arrived at after considering several factors like transport cost of stove from the producer including warehouse renting.

Are there plans to reach out to ADCs with such meetings? Does the Project have plans to reach hard to reach areas with Road shows	The response provided is that the Project will reach to all areas with road shows in the future. Hopefully, we will plan to conduct ADC meetings in all the TAs.
“What is the target for beneficiaries next year”	The response that was provided is that the target for next year in Nkhotakota and Mzimba is 20000.
Wanted to find out about the Budget for the Project	The response that was provided is that the total activity’s budget is 102,985 Euros for the two Districts.
Are plans to have Stove Production Groups in the district	The organization will have plans to establish Stove Production Groups in future. We already started identifying potential sites under SPEAR

Evaluation forms were also distributed to all attendees to receive feedback. On top of this, a continuous input/grievance mechanism is put in place. People can contact the project proponent by calling the implemented hotline numbers if they wish for more information about the project, stoves, promoters or to report an issue of any description. Each district has a hotline number on each of the two mobile networks, and the field facilitators hold phones with these numbers at all times. These numbers are well known to the project promoters and shown on project promotional materials.

Any requests for information are immediately responded to, and any more serious issues are escalated through UP/SHA reporting procedures in line with the organization’s policies.

2.3 Environmental Impact

No negative environmental impacts have been identified from the project and environmental impact assessment (EIA) is not required for the project.

2.4 Public Comments

The project will be open to public comments after publication of the present fully complete draft PD on VCS registry.

2.5 AFOLU-Specific Safeguards

This section is not applicable as the project is a non-AFOLU project.

3 APPLICATION OF METHODOLOGY

3.1 Title and Reference of Methodology

VMR0006: Methodology for Installation of High Efficiency Firewood Cookstoves V1.1¹³

TOOL01. Tool for the demonstration and assessment of additionality V07.0.0¹⁴

Tool 30 Calculation of the fraction of non-renewable biomass EB 108 Annex 11 v4.0¹⁵

3.2 Applicability of Methodology

VMR0006: Methodology for Installation of High Efficiency Firewood Cookstoves V1.1

Applicability criterion	How the project complies
Project activities shall be implemented in domestic premises or in community based kitchen	The proposed project involves deployment of ICS only in households
The project stove shall have specified high power thermal efficiency of at least 25% per the manufacturer's specifications and shall exclusively use woody biomass and can be single pot or multi pot;	The CM stoves that are distributed under this project are single pot wood cookstoves that have an efficiency of 31% as per the Catalog of Clean Cookstoves (http://catalog.cleancookstoves.org/stoves/385)
Both 'Projects' and 'Large Projects' can use the methodology	This project will generate 175,110 credits per year, making this a "Project".
Non-renewable biomass has been used in the project region since 31 December 1989, using survey methods or referring to published literature, official reports or statistics;	Non-renewable biomass has been used since 31 December 1989 in Malawi as demonstrated below.
For the specific case of biomass residues processed as a fuel (e.g. briquettes, wood chips), it shall be demonstrated that: (a) It is produced using exclusively renewable biomass (more than one type of biomass may be used). (b) The consumption of the fuel should be monitored during the crediting period and (c) Energy use for renewable biomass processing (e.g. shredding and compacting in the case of briquetting) may be considered as equivalent to the upstream	Not applicable. The ICS is introduced as energy efficiency measure to replace baseline stoves and reduce the use of non-renewable biomass for combustion.

¹³ VMR0006 Methodology for Installation of High Efficiency Firewood Cookstoves, <https://verra.org/methodology/vmr0006-methodology-for-installation-of-high-efficiency-firewood-cookstoves/>

¹⁴ <https://cdm.unfccc.int/methodologies/PAmethodologies/tools/am-tool-01-v7.0.0.pdf>

¹⁵ <https://cdm.unfccc.int/methodologies/PAmethodologies/tools/am-tool-30-v4.0.pdf>

Applicability criterion	How the project complies
emissions associated with the processing of the displaced fossil fuel and hence disregarded.	
The project design shall explain the proposed method for distribution of project devices including the method to avoid double counting of emission reductions such as unique identifications of product and end user locations (e.g. programme logo)	To avoid double counting of cookstoves within the projects and possible other cookstoves outside of the current project, each stove receives a stove identification code that is stamped on the stove when it is produced. The code consists of a three letters indicating the stove producer group, followed by the year and month in which was produced and a serial number, eg. KAL/2202/00001, where KAL stands for the Kalata SPG, 2202 refers to the year (2022) and month (February) and 00001 is the stove count. These codes are stored in the database, linked to the household that bought the stove and checked when stove replacement campaigns are taking place.
The project design shall also explain how the proposed procedures prevent double counting of emission reductions, for example to avoid that project stove manufacturers, wholesale providers or others claim credit for emission reductions from the project devices	All end users sign a carbon waiver, declaring that they relinquish their carbon rights to the project. All relevant stakeholders involved in the manufacturing, distribution or commercialization of the improved cookstoves will be communicated by contract or clear written assertion in the transaction paperwork about the entity claiming ownership rights on the credits and that they themselves cannot claim for emission reductions from the project.

TOOL01. Tool for the demonstration and assessment of additionality V07.0.0

Applicability criterion	How the project complies
The use of the “Tool for the demonstration and assessment of additionality” is not mandatory for project participants when proposing new methodologies. Project participants may propose alternative methods to demonstrate additionality for consideration by the Executive Board. They may also submit revisions to approved methodologies using the additionality tool.	N/A
Once the additionally tool is included in an approved methodology, its application by project participants using this methodology is mandatory.	The tool is mentioned in VMR0006 in “step 3 project method” and is therefore applicable.

Tool 30 Calculation of the fraction of non-renewable biomass EB 108 Annex 11 v4.0

Applicability criterion	How the project complies
This tool may be used by: (a) DNAs to submit region- or country-specific default fNRB values, following the procedures for development, revision, clarification and update of standardized baselines (SB procedures); or (b) project participants¹ to calculate project- or PoA-specific fNRB values.	As a project participant, the use of this tool is permitted.

Evidence that the non-renewable biomass has been in use since 1989

Non-renewable biomass has been in use since December 31, 1989 as evidenced by various FAO statistical data. The Global Forest Resources Assessment 2020¹⁶ (FAO) indicates that forest areas decline yearly, and that the total forest area declined by 36% from 1990 to 2020, as summarized in the following table :

Area (1000 hectares)				
	1990	2000	2010	2020
Forest	3,501	3,081	2,661	2,241

A recent study in 2023 done by the Seed Ecology and the Cape Climate Collective calculated a current fNRB of 95.49%⁸.

In view of the combined evidence of declining forested areas since 1990 and presently such a high fraction of non-renewable biomass, it may be deducted that the majority of fuelwood used across Malawi since December 31, 1989 was from non-renewable sources.

3.3 Project Boundary

Source	Gas	Included?	Justification/Explanation
	CO ₂	Yes	Important source of emissions as CO ₂ is emitted any time firewood is burned

¹⁶ FAO, Global Forest Resources Assessment 2020, Country Reports, Malawi p7 (see 'ForestReport_Malawi.pdf')
<https://www.fao.org/3/cb0032en/cb0032en.pdf>

Source		Gas	Included?	Justification/Explanation
Base line	No other source identified	CH ₄	Yes	Important source of emissions released during partial or incomplete combustion of firewood
		N ₂ O	Yes	Important source of emissions released during partial or incomplete combustion of firewood
		Other	No	No other source identified
Project	No other source identified	CO ₂	Yes	Important source of emissions as CO ₂ is emitted any time firewood is burned
		CH ₄	Yes	Important source of emissions released during partial or incomplete combustion of firewood
		N ₂ O	Yes	Important source of emissions released during partial or incomplete combustion of firewood
		Other	No	No other source identified

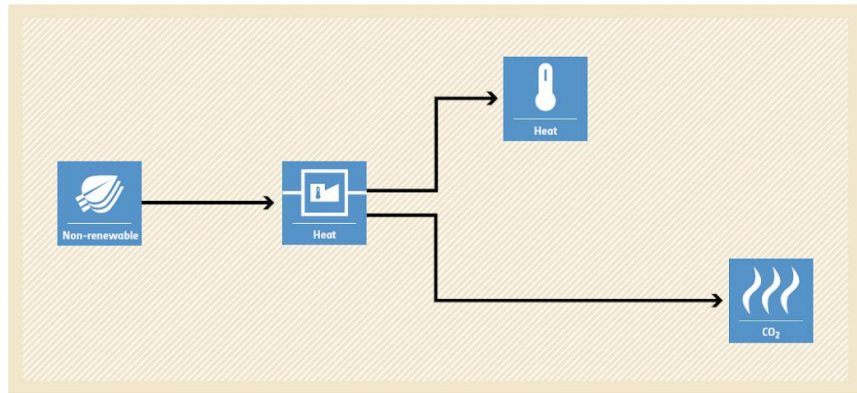
The physical location of the project is described in section 1.12.

The following diagram from the CDM Methodology Booklet¹⁷ illustrates the equipment, systems and flows of mass and energy considered :

¹⁷ CDM Methodology Booklet, 13th Edition, December 2021,
https://cdm.unfccc.int/methodologies/documentation/meth_booklet.pdf

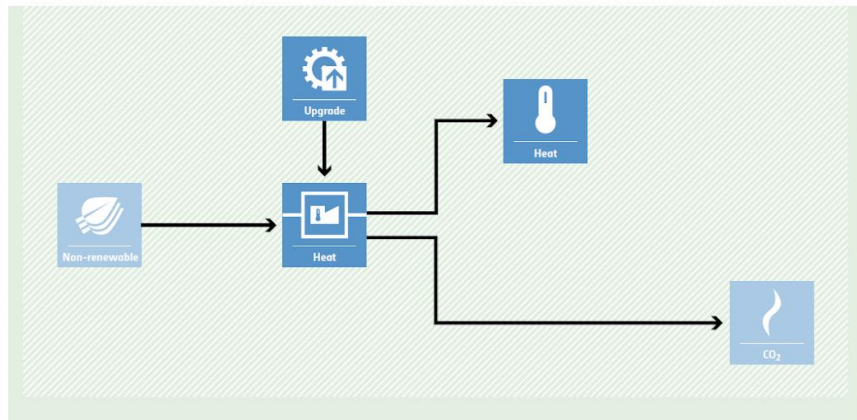
BASILINE SCENARIO

Continuation of the current situation, i.e. use of non-renewable biomass as fuel for the existing, less-efficient thermal applications.



PROJECT SCENARIO

Installation of more-efficient thermal energy generation units utilizing non-renewable biomass and/or complete replacement of existing less-efficient thermal applications and/or retrofitting of existing thermal energy generating appliances reduces GHG emissions by saving non-renewable biomass.



3.4 Baseline Scenario

The baseline scenario is the continued use of non-renewable wood fuel (firewood) by the target population to meet similar thermal energy needs as provided by project cookstoves in absence of project activity.

3.5 Additionality

As defined by VMR0006 section 7, the activity method is used to demonstrate additionality.

Step 1: Regulatory Surplus

There is no mandated government programme or policy in host country of this project ensuring the distribution of domestic fuel efficient cookstoves. The project is not mandated by any law, statute or other regulatory framework, or for UNFCCC non Annex I countries, any systematically enforced law, statute or other regulatory framework.

Households may only participate voluntarily in this project. It is hereby confirmed that the proposed project is a voluntary coordinated action by CO2Logic SA.

Step 2: Positive list

As per Section 3.2, the project meets the applicability conditions of the methodology which represent the positive list. In addition, the project is not implemented as part of a government scheme or supported by multilateral funds.

In order to continue assessing additionality, the cookstoves are divided in the SCTP approach, the commercial approach and the third category as detailed in section 1.11.

- SCTP beneficiaries cookstoves are distributed to existing beneficiaries of the SCTP at zero cost and therefore fall under the positive list since no other source of revenue exist other than the sale of GHG credits. Therefore, additionality is proved for cookstoves distributed in the SCTP approach
- Third category cookstoves are distributed to existing beneficiaries at zero cost and therefore fall under the positive list since no other source of revenue exist other than the sale of GHG credits. Therefore, additionality is proved for cookstoves distributed in the SCTP approach
- Commercial approach cookstoves are sold at a subsidized rate, step 3 and investment analysis is therefore further required to demonstrate additionality.

Step 3: Project method – Investment Analysis “CDM tool for the demonstration and assessment of additionality” V07.0.0¹⁸

VMR0006 requires to conduct an investment analysis to “Determine whether the proposed project activity is not:

- (a) *The most economically or financially attractive; or*
- (b) *Economically or financially feasible, without the revenue from the sale of certified emission reductions (CERs).”*

The PP selects option (b) to demonstrate that the proposed project activity is not economically or financially feasible without the revenue from the sale of certified emission reductions (CER's). Reference is made to applicable sections of the CDM tool for the demonstration and assessment of additionality V07.0.0 in italic.

4.3 Step 2: Investment analysis

31. To conduct the investment analysis, use the following sub-steps :

4.3.1 Sub-step 2a: Determine appropriate analysis method

32. Determine whether to apply simple cost analysis, investment comparison analysis or benchmark analysis (Sub-step 2b). If the CDM project activity and the alternatives identified in Step 1 generate no financial or economic benefits other than CDM related income, then apply the simple cost analysis

¹⁸ TOOL01. Tool for the demonstration and assessment of additionality V07.0.0, Clean Development Mechanism (see 'CDM_Tool01') <https://cdm.unfccc.int/methodologies/PAmethodologies/tools/am-tool-01-v7.0.0.pdf>

(Option I). Otherwise, use the investment comparison analysis (Option II) or the benchmark analysis (Option III).

Since the project activity for commercial approach generates revenues other than CDM related income, the PP can select either “option 2 Investment Comparison Analysis” or “option 3 Benchmark Analysis”.

4.3.3. Sub-step 2b: Option II. Apply investment comparison analysis

35. Identify the financial indicator, such as IRR, NPV, cost benefit ratio, or unit cost of service (e.g. levelized cost of electricity production in \$/kWh or levelized cost of delivered heat in \$/GJ) most suitable for the project type and decision-making context.

The PP selects option 2, Investment Comparison Analysis with NPV as the financial indicator. The NPV is chosen since it is a direct assessment of the profitability – and therefore a direct assessment of the financial and economic feasibility – of the project. Since VMR0006 only requests the application of the Investment analysis (step 2), no identification and comparison with alternatives to the project activity is produced (step 1).

The NPV is calculated in the absence of revenues from carbon finance to demonstrate that the project is not financially and economically viable in those conditions ($NPV \ll 0$). The NPV is calculated with the following main parameters

- An inflated discount rate of 7% (for conservativity purpose), based on the 10 years US Government Bond rates currently at 3.63%
- A conservative MK/EUR exchange rate of 1300 compared to the current 1150 MK/EUR

The NPV is elaborated with the following income and expense data to establish a conservative analysis (all revenues included but not all costs):

- Income sources
 - Included : stoves sales
 - Excluded : carbon revenues
- Expenses sources :
 - Included : stove production/distribution/replacement, community services activities, selected part of direct operational costs (transport and warehousing, stove promoters etc...)
 - Excluded (for simplicity purpose, leading to a conservative NPV analysis) : selected part of operational costs (salaries, equipment, etc....), support costs : logistics, administration etc..., certification process costs, consulting costs

The NPV calculated is equal to -398,937 EUR, clearly demonstrating economic unfeasibility without inflows from carbon revenues (see calculation table below). An NPV analysis considering all expense sources excluded for simplicity purpose would show a project further unfeasible from a financial and economic point of view.

4.3.6. Sub-step 2d: Sensitivity analysis (only applicable to Options II and III)

43. Include a sensitivity analysis that shows whether the conclusion regarding the financial/economic attractiveness is robust to reasonable variations in the critical assumptions. The investment analysis provides a valid argument in favour of additionality only if it consistently supports (for a realistic range of assumptions) the conclusion that the project activity is unlikely to be the most financially/economically attractive (as per Step 2c) or is unlikely to be financially/economically attractive (as per Step 2c).

The below table presents the NPV calculated for different sets of discount rates and exchange rates in order to prove the robustness of the conclusion :

Discount rate	Exchange rate	NPV
7%	1300	-398,937
9%	1300	-363,864
11%	1300	-332,756
13%	1300	-305,091
15%	1300	-280,420
15%	1400	-275,691
15%	1500	-271,592
15%	1600	-268,006
15%	1700	-264,842

For extreme variations in discount rate and exchange rate, the NPV clearly remains negative and therefore in favor of the above conclusion. It has to be noted that further investments for community services are planned after year 7, leading to a further drastic drop of the NPV when conducting the analysis on 10 years beyond the 7 years crediting period, further confirming the NPV analysis.

The calculations can be found in the table below as well as in the document “VCS3262_NPV_V1.1”.

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	AA	AB	AC	AD	AE
1				year 1			year 2			year 3			year 4			year 5			year 6			year 7									
2	Description	Unit cost MK	Unit cost EUR	qty	MK	EUR	tot	qty	MK	EUR	tot	qty	MK	EUR	tot	qty	MK	EUR	tot	qty	MK	EUR	tot	qty	MK	EUR	tot	qty	MK	EUR	tot
3	OUTFLOW (EUR)					41,085				39,231				21,923				131,731				125,769				140,827				154,994	
4	Commercial approach					12,548				19,471				10,817				15,721				10,240				2,452				0	
5	Stoves production - SPG's	750		10,175	8,184,250	6,274		16,175	12,454,250	9,734		9,375	7,031,250	5,409		13,425	10,211,750	7,841		8,175	6,454,250	5,120		2,125	1,593,750	1,226					
6	Stoves transport and warehousing	400		10,175	4,350,000	3,246		16,175	6,750,000	5,192		9,375	3,750,000	2,815		13,425	5,450,000	4,192		8,175	3,550,000	2,731		2,125	850,000	654					
7	Promoters commission	350		10,175	3,004,250	2,920		16,175	5,904,250	4,540		9,375	3,211,250	2,524		13,425	4,746,150	3,648		8,175	3,104,250	2,319		2,125	740,750	572					
8	SCTP beneficiaries					12,548				19,471				10,817				15,721				10,240				2,452				0	
9	Stoves production - SPG's	750		10,175	8,184,250	6,274		16,175	12,454,250	9,734		9,375	7,031,250	5,409		13,425	10,211,750	7,841		8,175	6,454,250	5,120		2,125	1,593,750	1,226					
10	Stoves transport and warehousing	400		10,175	4,350,000	3,246		16,175	6,750,000	5,192		9,375	3,750,000	2,815		13,425	5,450,000	4,192		8,175	3,550,000	2,731		2,125	850,000	654					
11	Promoters commission	350		10,175	3,004,250	2,920		16,175	5,904,250	4,540		9,375	3,211,250	2,524		13,425	4,746,150	3,648		8,175	3,104,250	2,319		2,125	740,750	572					
12	Third category					288				288				288				288				288				288				0	
13	Stoves production - SPG's	750		250	117,500	144		250	117,500	144		250	117,500	144		250	117,500	144		250	117,500	144		250	117,500	144					
14	Stoves transport and warehousing	400		250	100,000	77		250	100,000	77		250	100,000	77		250	100,000	77		250	100,000	77		250	100,000	77					
15	Promoters commission	350		250	97,500	67		250	97,500	67		250	97,500	67		250	97,500	67		250	97,500	67		250	97,500	67					
16	Stove replacement					0				0				0				0				0				25,385				39,231	
17	Stoves production - SPG's	750																							22,000	16,500,000	12,492	24,000	25,500,000	19,415	
18	Stoves transport and warehousing	400																							22,000	8,300,000	6,769	24,000	13,400,000	10,462	
19	Promoters commission	350																							22,000	7,700,000	5,923	24,000	11,900,000	9,154	
20	Others					15,700				0				0				100,000				105,000				110,250				115,763	
21	Community interventions		1															100,000				105,000				110,250				115,763	
22	Promoters bicycles		100			157				15,700																					
23	INFLOW (EUR)					12,548				19,471				10,817				15,721				10,240				10,817				12,981	
24	Commercial approach					12,548				19,471				10,817				15,721				10,240				2,452				0	
25	Stoves sales	1,500		10,175	16,312,500	12,540		16,175	25,312,500	19,471		9,375	14,042,500	10,817		13,425	20,427,500	15,721		8,175	13,312,500	10,240		2,125	3,117,500	2,452					
26	SCTP beneficiaries					0				0				0				0				0				0				0	
27	Stoves sales	0		10,175				16,175				9,375				13,425				8,175				2,125							
28	Third category					0				0				0				0				0				0				0	
29	Stoves sales	0		250				250				250				250				250				250							
30	Stove replacement					0				0				0				0				0				8,365				12,981	
31	Commercial approach	1,000																							10,175	10,175,000	1,345	16,175	16,175,000	12,911	
32	SCTP beneficiaries	0																							10,175						
33	Third category	0																							250						
34	CASHFLOW (EUR)					-28,537				-19,760				-11,106				-116,010				-115,529				-130,010				-142,013	
35	NPV (EUR)					-26,670				-17,259				-9,066				-88,503				-82,370				-86,631				-88,439	
37	EUR/MK	1,300																													
38	discount rate	7%																													
39	NPV	-398,937																													

Additionality conclusion

The investment analysis was conducted with conservative hypothesis and clearly showed impracticability from an economical and financial point of view. It also resisted the sensitivity test. It is therefore concluded that the project activities for both SCTP, commercial and third category approaches are additional.

3.6 Methodology Deviations

This project did not apply any methodology deviations.

4 QUANTIFICATION OF GHG EMISSION REDUCTIONS AND REMOVALS

4.1 Baseline Emissions

The methodology does not account for baseline emissions separately, but instead quantifies net emission reductions achieved by the project. Please refer to Section 3.4.

4.2 Project Emissions

The methodology does not account for project emissions separately, but instead quantifies net emission reductions achieved by the project. Please refer to Section 3.4.

4.3 Leakage

Leakage shall be considered as default 0.95 in accordance with methodology.

4.4 Net GHG Emission Reductions and Removals

The improved cookstove is introduced as energy efficiency measure in the project, therefore equations 1 and 2 of the methodology will be applied to calculate the net GHG emission reductions.

$$ER_y = \sum_i \sum_j ER_{y,i,j} \quad \text{Equation (1)}$$

Where:

i Indices for the situation where more than one type/ model of improved cookstove is introduced to replace three-stone fire

j	Indices for the situation where there is more than one batch of improved cookstoves of type i
ER _y	Emission reductions during year y in t CO ₂ e
ER _{y,i,j}	Emission reductions by improved cookstove of type i and batch j during year y in t CO ₂ e

$$ER_{y,i,j} = B_{y,savings,i,j} \times f_{NRB,y} \times NCV_{wood\ fuel} \times (EF_{wf,CO_2} + EF_{wf,non\ CO_2}) \times N_{y,i,j} \times 0.95 \quad \text{Equation (2)}$$

Where:

B _{y,savings,i,j}	Quantity of woody biomass that is saved in tonnes per improved cookstove of type i and batch j during year y
f _{NRB,y}	Fraction of woody biomass that can be established as non-renewable biomass (fNRB) ¹⁹
NCV _{wood fuel}	Net calorific value of the non-renewable woody biomass that is substituted or reduced (IPCC default for wood fuel, 0.0156 TJ/tonne) ²⁰
EF _{wf,CO₂}	CO ₂ emission factor for the use of wood fuel in baseline scenario (IPCC default for wood fuel, 112 tCO ₂ /TJ) ²¹
EF _{wf,non CO₂}	Non-CO ₂ emission factor for the use of wood fuel in baseline scenario (IPCC default for wood fuel, 26.23 tCO ₂ /TJ) ²²
N _{y,i,j}	Number of improved cookstoves of type i and batch j operating during year y
0.95	Discount factor to account for leakage

The quantity of woody biomass saved due to implementation of the improved cookstoves will be estimated using the equation below:

¹⁹ Default values endorsed by designated national authorities and approved by the Board are available at <https://cdm.unfccc.int/DNA/fNRB/index.html>

²⁰ 2006 IPCC Guidelines for National Greenhouse Gas Inventories; Volume 2 Energy, Chapter 1 Introduction (<https://www.ipcc-nggip.iges.or.jp/public/2006gl/>)

²¹ 2006 IPCC Guidelines for National Greenhouse Gas Inventories; Volume 2 Energy, Chapter 2 Stationary Combustion (<https://www.ipcc-nggip.iges.or.jp/public/2006gl/>)

²² 2006 IPCC Guidelines for National Greenhouse Gas Inventories; Volume 2 Energy, Chapter 2 Stationary Combustion (<https://www.ipcc-nggip.iges.or.jp/public/2006gl/>)

$$B_{y,savings,i,j} = B_{old} \times \left(1 - \frac{\eta_{old}}{\eta_{new,i,j}}\right) \quad \text{Equation (3)}$$

Where:

$B_{y,savings,i,j}$	Quantity of woody biomass that is saved in tonnes per improved cookstove of type i and batch j during year y
B_{old}	Annual quantity of woody biomass that would have been used in the absence of the project activity (in tonnes per device) to generate useful thermal energy equivalent to that provided by the improved cook stove. B_{old} is based on a baseline survey.
η_{old}	Efficiency of baseline cookstove
$\eta_{new,i,y}$	Efficiency of the improved cook stove type i and batch j determined using Equation 5 of the methodology.

B_{old} is adjusted to account for continued baseline stove usage using the following equation:

$$B_{old,adjusted} = B_{old} \times (1 - \mu_y) \quad \text{Equation (6)}$$

Where:

$B_{old,adjusted}$	Adjusted B_{old} to account the ex post usage of firewood in baseline cookstove(s) by project households in addition to improved cookstove (in tonnes per device)
μ_y	Baseline stove usage factor to account for use of baseline cookstoves along with improved cookstoves

Since the methodology uses different energy efficiencies and therefore emission reductions depending on the age of the stoves, this project uses the concept of “age groups” (AG) to differentiate between stoves that are distributed during different monitoring periods. Contrary to the batches, the installation date of each individual stove is used to calculate $N_{y,i,j}$ instead of the installation date of the last stove.

All stoves that are in use for less than one year at the time of monitoring are considered “AG 0-1”. For this age group, $N_{y,i}$ will then be less than the number of operational stoves since these have not yet been in operation for a full year. Stoves that have been in operation for more than 365 days but less than 730 days (2 years), are in AG 1-2 and so on.

Different age groups have, as defined in the methodology, different stove efficiencies, and are also expected to have different user drop-off rates, since older cookstoves will function less and will therefore have higher loss rates (see ex-ante calculation below).

Ex-ante calculation

For ex-ante calculation purpose, the assumptions below are applied for the 7 years of the first crediting period:

1. The project will install up to 125,000 ICS, ICS installation will be implemented in the first six years: 22,000 in year 1, 34,000 in year 2, 19,000 in year 3, 27,500 in year 4, 18,000 in year 5 and 4,500 in year 6
2. The project will replace up to 56'000 ICS : 22'000 in year 6 and 34'000 in year 7
3. The life span of the ICS is 5 years. For conservative estimate of ER, the annual stove usage rate is estimated at a progressively higher rate as the years progress (cumulative application of usage rates), values are taken from⁷ and converted to annual stove loss rates :

Age group	Stove loss rate ($U_{y,j}$)
0-1	5%
1-2	9.5%
2-3	35%
3-4	39.3%
4-5	53%

4. According to the kitchen performance test, B_{old} is calculated to be 3.18. A baseline stove usage rate (μ_y) of 10% is assumed, so $B_{old,adjusted}$ is calculated at 2.86 as described by equation 6 of the methodology
5. In the month of distribution, stoves are only accounted by half to account for the distribution happening along the month, resulting in half ER's generated on average

Determination of number of ICS operating during month y

The ex-ante calculation takes yearly distributions as input and spreads them proportionally in each month of the year. This is made to take into account the gradual distribution of stoves throughout the year.

The monthly number of stoves active (i.e. stoves within their lifespan, taking into account the annual loss rates) is then transformed in stove equivalent (i.e. the number of corresponding stoves active for a full year). The yearly ER's are then proportionally applied to the stoves according to their corresponding age group. ER's of the first month of each stove are divided by two to account for the gradual distribution within the month itself.

Year	Number of cookstoves distributed	Number of stove equivalent
Year 1	22'000	2,628
Year 2	34,000	21,329
Year 3	19,000	45,390

Year 4	27,500	54,887
Year 5	18,000	58,164
Year 6	26,500	57,146
Year 7	34,000	72,747

Determination of efficiency of ICS during year y

$$\eta_{new,y,i,j} = \eta_p \times (DF_n)^{y-1} \times 0.94$$

Where $\eta_p = 31\%$ and $DF_n = 0.99$

Age group	Stove efficiency ($\eta_{new,y,i,j}$)
0-1	29.14 %
1-2	28.85 %
2-3	28.56 %
3-4	28.27 %
4-5	27.99 %

Fuelwood savings and emission reductions

As per the calculation sheet :

Year	Estimated baseline emissions or removals (tCO2e)	Estimated project emissions or removals (tCO2e)	Estimated leakage emissions (tCO2e)	Estimated net GHG emission reductions or removals (tCO2e)
Year 1	9,033	0	0	9,033
Year 2	73,215	0	0	73,215
Year 3	155,335	0	0	155,335
Year 4	187,413	0	0	187,413
Year 5	198,282	0	0	198,282
Year 6	194,672	0	0	194,672
Year 7	248,556	0	0	248,556
Total	1,066,507	0	0	1,066,507

5 MONITORING

5.1 Data and Parameters Available at Validation

Data / Parameter	B _{old}
Data unit	Tonnes/year
Description	Annual quantity of woody biomass that would have been used in the household in the absence of the project activity to generate useful thermal energy equivalent to that provided by the project devices
Source of data	VMR0006, section 8.4 option b : baseline survey of local usage For calculation of B _{old} , see documents "BFCT_UP_Malawi_LV_VCS3262_Analysis_3-stones and charcoal stoves_v1.0", "BFCT_UP_Malawi_LV_VCS3262_Analysis_3-stones only_v1.0" and "BFCT_UP_Malawi_LV_VCS3262_Consolidated result_v1.0" A conversion factor of 6 kg of firewood per kg of charcoal has been used for households using charcoal along firewood on baseline devices.
Value applied	3.18
Justification of choice of data or description of measurement methods and procedures applied	The kitchen performance test as promoted by the clean cooking alliance was used to calculate this value.
Purpose of Data	Calculation of emission reductions
Comments	-

Data / Parameter	η_{old}
Data unit	Fraction
Description	Efficiency of baseline stove
Source of data	VMR0006 v1.1, section 9.2
Value applied	10%
Justification of choice of data or description of	Provided as default value for conventional open fire

measurement methods and procedures applied	
Purpose of Data	Calculation of emission reductions
Comments	-

Data / Parameter	η_p
Data unit	Fraction
Description	Efficiency of project stove at the start of project activity
Source of data	Clean Cookstoves catalogue: http://catalog.cleancookstoves.org/stoves/385
Value applied	31%
Justification of choice of data or description of measurement methods and procedures applied	The adopted efficiency is the average of the two available test results
Purpose of Data	Calculation of emission reductions
Comments	-

Data / Parameter	$\eta_{new,i}$										
Data unit	Fraction										
Description	Efficiency of the device of age group i implemented as part of the project activity										
Source of data	VMR0006 v1.1, section 8.4										
Value applied	<table> <tr> <td>$\eta_{new,AG0-1}$</td><td>29.14 %</td></tr> <tr> <td>$\eta_{new,AG1-2}$</td><td>28.85 %</td></tr> <tr> <td>$\eta_{new,AG2-3}$</td><td>28.56 %</td></tr> <tr> <td>$\eta_{new,AG3-4}$</td><td>28.27 %</td></tr> <tr> <td>$\eta_{new,AG4-5}$</td><td>27.99 %</td></tr> </table>	$\eta_{new,AG0-1}$	29.14 %	$\eta_{new,AG1-2}$	28.85 %	$\eta_{new,AG2-3}$	28.56 %	$\eta_{new,AG3-4}$	28.27 %	$\eta_{new,AG4-5}$	27.99 %
$\eta_{new,AG0-1}$	29.14 %										
$\eta_{new,AG1-2}$	28.85 %										
$\eta_{new,AG2-3}$	28.56 %										
$\eta_{new,AG3-4}$	28.27 %										
$\eta_{new,AG4-5}$	27.99 %										
Justification of choice of data or description of measurement methods and procedures applied	Equation 5 : $\eta_{new,i,y} = \eta_p \times (DF)^{y-1} \times 0.94$										

Purpose of Data	Calculation of emission reductions
Comments	Since all devices are the same type, there is no distinction based on stove type. However, since $\eta_{new,i}$ depends on the age of the project device, there will be made a distinction between stove age groups.

Data / Parameter	$f_{NRB,y}$
Data unit	Fraction
Description	Fraction of non-renewable biomass
Source of data	Calculation of f_{NRB} based on CDM Tool 30 EB 108 Annex 11 v3.0 2020
Value applied	95.49%
Justification of choice of data or description of measurement methods and procedures applied	Seed Ecology and the Cape Climate Collective was appointed as third party to estimate the f_{NRB} value for Malawi ²³
Purpose of Data	Calculation of emission reductions
Comments	-

Data / Parameter	$NCV_{biomass}$
Data unit	TJ/t
Description	Net calorific value of the non-renewable woody biomass that is substituted or reduced
Source of data	IPCC default for wood fuel
Value applied	0.0156 TJ/tonne
Justification of choice of data or description of measurement methods and procedures applied	Default value provided in VMR0006, version 1.1, section 9.2
Purpose of Data	Calculation of emission reductions

²³ Calculation of the fraction of non-renewable biomass (f_{NRB}) Malawi (2022). N. Salonen, S. Sunkur, M. Schleicher & K. Prayag. C4 EcoSolutions (Pty) Ltd. p6 (see 'Malawi_Chitetezo Cookstoves_fNRB Report_23 Feb 2022.pdf')

Comments	-
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Data / Parameter	EF _{wf,CO2}
Data unit	tCO ₂ /TJ
Description	CO ₂ emission factor for the use of wood fuel in baseline scenario
Source of data	IPCC default for wood fuel
Value applied	112 tCO ₂ /TJ
Justification of choice of data or description of measurement methods and procedures applied	Default value provided in VMR0006, version 1.1, section 8.4
Purpose of Data	Calculation of emission reductions
Comments	-

Data / Parameter	EF _{wf,non CO2}
Data unit	tCO ₂ /TJ
Description	Non-CO ₂ emission factor for the use of wood fuel in baseline scenario
Source of data	IPCC default for wood fuel
Value applied	26.23 tCO ₂ /TJ
Justification of choice of data or description of measurement methods and procedures applied	Default value provided in VMR0006, version 1.1, section 8.4
Purpose of Data	Calculation of emission reductions
Comments	-

Data / Parameter	L
Data unit	Fraction
Description	Discount factor to account for leakage

Source of data	VMR0006, version 1.1, section 8.3
Value applied	0.95
Justification of choice of data or description of measurement methods and procedures applied	A net to gross adjustment factor (0.95 default) is applied in order to adjust Bold to account for leakages as per paragraph 8.3 of the VMR 0006, version 1.1 methodology.
Purpose of Data	Calculation of emission reductions
Comments	-

Data / Parameter	Life span
Data unit	Number of years
Description	The operating lifetime of the project device
Source of data	Lifespan Survey for Chitetezo Mbaula Stoves, Lilongwe, Malawi, December 2020, Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ), Energising Development
Value applied	5
Justification of choice of data or description of measurement methods and procedures applied	Cookstoves beyond their theoretical lifespan (4 years) are automatically excluded from the project database for ER calculations. Cookstoves out of order during the monitoring surveys are counted as not generating ER's.
Purpose of data	Calculation of emission reductions
Comments	-

5.2 Data and Parameters Monitored

Data / Parameter	$N_{y,i}$
Data unit	Number
Description	Number of equivalent project devices of age group i , operating during year y .
Source of data	VMR0006, section 8.4 option b, baseline survey of local usage : project database and monitoring surveys
Description of measurement methods	The project database (recorded continuously) detailing per stove distributed the beneficiary with their current living location,

and procedures to be applied	telephone number and sales date and the monitoring survey to determine usage rate and number of stoves used per household.																
Frequency of monitoring/recording	Biennially																
Value applied	Ex-ante estimations of stove equivalents: <table border="1"> <thead> <tr> <th>Year</th><th>N</th></tr> </thead> <tbody> <tr><td>1</td><td>2,628</td></tr> <tr><td>2</td><td>21,329</td></tr> <tr><td>3</td><td>45,390</td></tr> <tr><td>4</td><td>54,887</td></tr> <tr><td>5</td><td>58,164</td></tr> <tr><td>6</td><td>57,146</td></tr> <tr><td>7</td><td>72,747</td></tr> </tbody> </table>	Year	N	1	2,628	2	21,329	3	45,390	4	54,887	5	58,164	6	57,146	7	72,747
Year	N																
1	2,628																
2	21,329																
3	45,390																
4	54,887																
5	58,164																
6	57,146																
7	72,747																
Monitoring equipment	Project database																
QA/QC procedures to be applied	Data crosschecking will occur to ensure consistency of the data collected.																
Purpose of data	Calculation of emission reductions																
Calculation method	The following formula is applied: $N_{y,i,j} = n_{y,i,j} * U_y / DF_{stoves/HH,y}$ Where $n_{y,i,j}$ is the number of stove equivalents (number of days the stove was in use during the monitoring period divided by a year, 365) for year y and age group i, A correction is applied to account for the lag between the moment the stove is bought and first used. U_y is the usage rate, or the percentage of households that use their project device according to the monitoring survey $DF_{stoves/HH,y}$ is a correction factor for the usage of multiple stoves by the same household. It is the average number of stoves per household as determined by the monitoring survey																
Comments	Since all cookstoves are the same cookstove type, there is no differentiation between cookstove types. The project does not work with batches, but does make a difference in age groups (stoves less than a year old, between 1-2 years old etc.) since $\eta_{new,i}$ is dependent on age.																
Data / Parameter	μ_y																

Data unit	Fraction
Description	Adjustment to account for any continued use of pre-project devices during the year y
Source of data	VMR0006, section 8.4 option b, baseline survey of local usage : monitoring surveys
Description of measurement methods and procedures to be applied	The sampling plan is developed proportionally to age groups distribution to ensure representativity. Households included in the sampling plan will be interviewed with a questionnaire designed to capture information on the simultaneous use of pre project or other cooking devices.
Frequency of monitoring/recording	At least once every two years
Value applied	Ex-Ante estimation : 10%
Monitoring equipment	Monitoring surveys
QA/QC procedures to be applied	Data crosschecking will occur to ensure consistency of the data collected : consistency check of answers along the questionnaire, pictures cross check, visual inspection and narrative cross check. Data for this parameter will be collected using the same survey for the fraction of $N_{y,j}$.
Purpose of data	Calculation of emission reductions
Calculation method	The adjustment factor for baseline stove usage shall be determined based on the number of meals cooked using the baseline/ pre-project stove divided by the total number of meals cooked. The impact of seasonal variation on the use of the baseline stove is also taken into account. The required information shall be captured through sample surveys carried out following a random sampling approach. The number of households for each age-group will be proportionate to the fraction of stoves from that age-group compared to the total amount of stoves.
Comments	-

Data / Parameter	Bold,adjusted
Data unit	Tonnes/year
Description	Adjusted baseline fuel use to account for any continued use of pre-project devices during the year y
Source of data	Ex-ante: based on assumed μ_y

	Ex-post: Based on μ_y from monitoring survey
Description of measurement methods and procedures to be applied	Application of equation 6
Frequency of monitoring/recording	Once per monitoring period
Value applied	Ex-ante : 2.86
Monitoring equipment	-
QA/QC procedures to be applied	See QA/QC for μ_y
Purpose of data	Calculation of emission reductions
Calculation method	Application of equation 6
Comments	-

5.3 Monitoring Plan

The monitoring plan is designed to monitor the parameters listed in the section above. The share of operating stoves and the continued use of pre-project devices will be determined based on sampling procedures as outlined below. United Purpose will be responsible for conducting the sampling surveys and maintaining a database with all operating stoves.

Baseline survey and baseline fuel consumption

For the baseline survey, the sampling frame consists of households living within the 215 clusters where project stoves will be disseminated across the 3 districts of Mzimba North, Mzimba South and Nkhotakota. 16 clusters are randomly selected and for each cluster up to 8 households are randomly selected for surveying. Surveyors are advised to walk from center of the cluster in different directions of the cluster and ask the first householder they meet with if he/she is willing to participate in the survey. If the householder is not willing, surveyors should talk to the subsequent householder they meet with. After a successful first survey, surveyors walk to the next household/person (randomly selected) and ask for their willingness to participate and so on. Following the aforementioned procedure allows random sampling of households and avoid any bias.

Important guidelines were given to the surveyors on how to sample households randomly, as described above, and perform a proper data collection. They were also given a training.

Based on the results of the baseline survey, baseline scenarios were identified. Scenarios that appeared in more than 5% of the cases were deemed significant, which were households cooking with only a three-stone stove/open fire and households using a combination of a three-stone stove/ open fire and a traditional stove. For these two scenarios, a baseline fuel consumption test was organized to determine

the **Bold**. The Baseline Kitchen Performance Test (BKPT) protocol was used for this. The same clusters were visited as in the baseline survey and BFCT and where possible, the same households were visited.

Monitoring survey

No monitoring for leakage through competitive use of biomass is required, as the parameter wood usage is multiplied by 95% to account for leakage.

As per the Guideline for Sampling and Surveys for CDM Project Activities and Programme of Activities, version 04, the sampling plan is the following:

Sampling Design

Due to the large number of ICS envisioned to be distributed as part of the project activity, it is not economically feasible to monitor each individual ICS unit distributed. Therefore, representative sampling will be undertaken in line with the requirements of section 8.4 option b of the VMR0006 methodology.

Objective and reliability requirements

The objective is to obtain an unbiased and reliable estimate of the proportion or mean value of the following key variables over the course of the crediting period (as per applied methodology VMR0006 V1.1).

Parameter	Description of parameter	Frequency
$N_{y,i,j}$	Number of project devices of type i and batch j operating during year y	Biennial
μ_y	Adjustment to account for any continued use of pre-project devices during the year y	Biennial

Target populations

The target population are all households in the project database which are using fuelwood in the CM stoves distributed under the project for cooking.

Sampling frame

It is expected that the geographical locations do not have influence on the parameters of interest that are $N_{y,i,j}$ and μ_y . Therefore, these parameters can be assumed to be homogeneous regardless of how the end user group and distribution/installation location is defined since the end users shall always be households and geographical location is restricted to the project boundary. Since all stoves are of the same type, all stoves can be grouped into a homogeneous sampling frame.

When sampling to determine $N_{y,i}$ and μ_y , a simple random sampling approach shall be followed as described in VMR0006. Since the project target population is bigger than 1000 households, the minimum sample size will be 100. Oversampling is encouraged to compensate for attrition, outliers or non-response. Therefore, a sample of 150 households was taken.

The fraction of each age-group in the sample will be the same as the proportion of that age-group in the total number of households of the project database.

Sampling method

The sampling method for monitored parameters $N_{y,l}$ and μ_y is simple random sampling. After determining the proportion of households in age group 0-1 and 1-2 at the moment of sampling, the number of households necessary for each age group is determined and accordingly randomly selected using a random number generator²⁴.

Data

Surveys

The majority of interviews will be conducted in person by the local team of United Purpose in Malawi or by hired externals trained beforehand. Data quality control will be performed by the consultant.

The survey is done biennially to assess the required parameters mentioned below. Questions will be asked about the usage of the ICS as well as baseline technology use, fuel consumption and seasonal variations.

All of the aforementioned surveys/tests are intended to be carried out with smartphones (by using e.g. AKVO Flow or Kobo Collect or any other appropriate software tools) and as soon as the user is online all the captured data are transferred to a centralized database. The team of United Purpose and the external carbon consultant carries out further data analysis based on these data. If smartphone technology for any reason cannot be used, data will be recorded in paper form.

Monitoring of cookstove database

United Purpose keeps records of all distributed ICS in an electronic database. As a minimum the following information will be recorded in the database:

- Unique serial number of the ICS
- Date of sales or distribution
- End-user contact details (name, state, mobile number, or national ID number)
- Name of stove promoter
- Quantity of ICS distributed or sold
- Model type of the ICS

The USN of each ICS entered into the distribution database will be linked to a distribution date (recorded during distribution). Thus, for any monitoring period it is possible to calculate the period of time for which the stoves included in the emissions reduction calculations are deemed operating. If e.g. a stove has

²⁴ For the first monitoring period, the document “VCS3262_LV_UP_malawi_sampling_full_MP1.xlsx” documents the sampling process.

been operating for 100 days, then the full-year operating fraction is 0.274 (=100/365 days). A stove will be counted as operational (= start crediting) from the next day following the stove distribution. The sum of the operating fractions of all appliances determines the equivalent full-time appliances for the monitoring period.

The database will be continuously checked for possible double-entries or implausible data entries. Though a household may own more than one ICS at the same time, only one ICS with serial number and being within the age of 4 years per household can claim carbon credits.

To monitor the number of stoves that continue to be in use ($N_{y,i}$), the data collected will be a representative number of households from the database. The method of collecting data will be field surveys of the required sample size of ICS users in the database. Data will be collected from the field surveys, entered in the database and included in the monitoring report.

Monitoring of μ_y

During the same field surveys, μ_y , the proportion of users still using their baseline stove, will also be determined. This method is preferred over using data loggers, since installing data loggers is not considered practical. Occasional usage of a pre-project stove is deemed insignificant, so μ_y is only calculated if baseline stoves are used on a weekly basis.

This survey will be part of the above mentioned $n_{y,i,j}$ survey and will therefore be conducted with the same households.

The surveys should capture the number of meals cooked using the baseline stove in the dry and wet season. There will be three situations:

1. Project ICS are completely discarded
2. Baseline stove(s) are completely discarded
3. Baseline stove(s) used along with project ICS.

The first scenario will not be taken into account for μ , since this proportion of operational stoves is already used to calculate $N_{y,i,j}$. The second scenario gives a μ of 0% for that household. For the third case, the number of meals cooked in the dry and wet season using the baseline stove will be divided by the number of meals cooked in the dry or wet season respectively. Then, a weighted average of the two will be taken to determine the baseline stove use percentage. The obtained percentages of all households in the second and third scenario will be averaged to obtain μ_y .

Monitoring of $N_{y,i}$

A visual inspection of the premises will be done to see if the ICS is operational and in use. Additionally, an interview with the end user will be held to ascertain that the stove is used on a regular basis. This will determine if the stove is in use or not (Yes/No).

Additionally, the household will be asked how many project stoves they currently have (not counting replacement stoves as an old stove and its replacement stove are accounted as one stove in the database) (number of stoves).

The project database will be used to determine the number of stove equivalents (days stove in use during monitoring period/ 365). Since the database only records the sale date, the monitoring survey will also ask how many days after the purchase of the project stove the device has been taken in use and this will be taken into account when calculating the stove equivalents.

APPENDIX 1 : STAKEHOLDER CONSULTATION PROCESS

Invitation list

Stakeholder Type/Organisation (if relevant)	Name of invitee	Male/ Female	Method of invitation	Date of invitation
Mzimba District				
Stove Promoter	Albert Shaba	Male	Phone call	2022/12/05
Stove Promoter	Zifa Kajani	Male	Phone call	2022/12/05
Stove Promoter	Alick Mkandawire	Male	Phone call	2022/12/06
Stove Promoter	Esther Moyo	Female	Phone call	2022/12/06
Stove Promoter	Bettie Mvula	Female	Phone call	2022/12/05
Stove Promoter	Wezzie Mvalo	Male	Phone call	2022/12/06
Stove Promoter	Eliteki Chirwa	Female	Phone call	2022/12/06
Stove Promoter	Etta Bongowongo	Female	uninvited	uninvited
Beneficiary	Margret Nyirenda	Female	Phone call	2022/12/06
Beneficiary	Wyness Shaba	Female	Phone call	2022/12/06

Beneficiary	Vingston Phiri	Male	Phone call	2022/12/06
Beneficiary	Colleta Mundululi	Female	Phone call	2022/12/06
Beneficiary	Luwiza Nyirenda	Female	Phone call	2022/12/06
Beneficiary	Anderson Banda	Male	Phone call	2022/12/07
Beneficiary	Benson Phiri	Male	Colleague	2022/12/07
Beneficiary	Florence Zimba	Female	uninvited	uninvited
Group Village Head	Zikhole Sakala	Male	Phone call	2022/12/05
Group Village Head	Foster Chitete Jere	Male	Phone call	2022/12/05
Group Village Head	Lewis K Jere	Male	Phone call	2022/12/05
Group Village Head	Muswamohira Musi	Male	Phone call	2022/12/05
Group Village Head	Ngizezeni Sibande	Male	Phone call	2022/12/07
Group Village Head	Mapira Shaba	Male	Through Colleague	2022/12/05
Group Village Head	Yolam B Jere	Male	Phone call	2022/12/07
Village Natural Resources Management Committee	Edward Malinga	Male	Phone call	2022/12/05
Village Natural Resources Management Committee	Etta Msiska	Female	Phone call	2022/12/05
Village Natural Resources Management Committee	Ellen Mumba	Female	Phone call	2022/12/05

Village Natural Resources Management Committee	Jonathan Jere	Male	Phone call	2022/12/07
Village Natural Resources Management Committee	Madalitso V Banda	Female	Phone call	2022/12/05
Area Development Committee (ADC) Chairperson	Breakfast Mgomezulu	Male	Phone call	2022/12/05
Area Development Committee (ADC) Chairperson	Nathan Nyirenda	Male	Phone call	2022/12/05
Area Development Committee (ADC) Chairperson	Flemmingo Zgambo	Male	Phone call	2022/12/05
Area Development Committee (ADC) Chairperson	Malaulira Chiwaka	Male	Phone call	2022/12/05
Area Development Committee (ADC) Chairperson	Chancy Ronald Nkhoswe	Male	Phone call	2022/12/05
Area Development Committee (ADC) Chairperson	Verson Theu	Male	Phone call	2022/12/07
Area Development Committee (ADC) Chairperson	Emmanuel Mumba	Male	Phone call	2022/12/07
Area Development Committee (ADC) Chairperson	Grace Matundu	Female	Phone call	2022/12/12

Area Executive Committee (AEC)	Kabiya Gondwe	Male	Phone call	2022/12/05
Area Executive Committee (AEC)	Ephraim M. Njikho	Male	Phone call	2022/12/05
Area Executive Committee (AEC)	Osman Mzembe	Male	Phone call	2022/12/05
Area Executive Committee (AEC)	Asbusy Honde	Male	Phone call	2022/12/05
Area Executive Committee (AEC)	Simbarishe S Dube	Male	Phone call	2022/12/12
Area Executive Committee (AEC)	Daniel Banda	Male	Phone call	2022/12/12
Councillor	Antony Dewe	Male	Phone call	2022/12/05
Councillor	andrew Malinga	Male	Phone call	2022/12/05
Councillor	Paul Chondo	Male	Phone call	2022/12/05
Councillor	Joel Nkhata	Male	Phone call	2022/12/05
Councillor	Nelson Mnyenyembe	Male	Phone call	2022/12/07
Councillor	Martin Nkhata	Male	Phone call	2022/12/07
Councillor	Zaluma Ngoma	Male	Phone call	2022/12/07
Councillor	Muwuso Nkhoma	Male	uninvited	uninvited
Councillor	Bentry Kumwenda	Male	uninvited	uninvited

Councillor	Victor Muva	Male	uninvited	uninvited
District Commissioner	Mr Simwaka	Male	Email	2022/12/09
Director of Planning and Development	Walter Chikuni	Male	Email	2022/12/05
Planning and Administration Officer	Lowrence Kalinga	Male	Phone call	2022/12/12
District Forestry Officer	Agness Dziwapo Nyirenda	Female	Phone call	2022/12/12
Principal Social Welfare Officer	Violet Mugala	Female	Phone call	2022/12/07
NIS	Fellings Nhlema	Male	Phone call	2022/12/12
CDA	Isaac Nseteka	Male	Phone call	2022/12/12
District Community Development	Winnie Migodi	Female	Phone call	2022/12/12
Director of Administration	Lewis Moyo	Male	Phone call	2022/12/12
NGORA	Kennedy Kumwenda	Male	Phone call	2022/12/12
Forestry Assistant	Thokozani Skinner	Male	Phone call	2022/12/12
Mzimba District Council	Patrick Manyowa	Male	Phone call	2022/12/12
Disaster Planning	Faith Longwe	Female	Phone call	2022/12/12
CDA	Richard Kabiya	Male	Phone call	2022/12/12
Mzimba Community Radio	Everister Lungu	Female	Phone call	2022/12/12

District Youth Department	Joel B Saiwa	Male	Phone call	2022/12/12
DYO	Chigonjetso Chiromo	Male	Phone call	2022/12/12
MDC	Yolanda Ngwira	Female	Phone call	2022/12/12
EDO	Gift Kasambala	Male	Phone call	2022/12/12
HRMO	Mercy Chisuwo Banda	Female	Phone call	2022/12/12
Save the children	Tadeo	Male	Phone call	2022/12/05
Citizen Alliance	Lloyd Nyirenda	Male	Phone call	2022/12/06
National Publications	Elton Mhango	Male	Phone call	2022/12/12
Tovwirane Organisation	George Lungu	Male	Phone call	2022/12/06
ZODIAK Broadcasting Station	Vanani Nyirenda	Male	Phone call	2022/12/12
MIJ FM	Blessing Gondwe	Male	Phone call	2022/12/12
Focus	Tumbikikani Munthali	Female	Phone call	2022/12/06
CSOs Chair person	Christopher Melele	Male	Phone call	2022/12/06
Nhkotatkota District				
Stove Promoter	Agness Phillipo	Female	phone	2022/12/03
Stove Promoter	Suzika Banda	Male	phone	2022/12/03
Stove Promoter	George Kamwendo	Male	Phone	2022/12/05

Stove Promoter	Tryness Kamanga	Female	phone	2022/12/04
Stove Promoter	Justice Simizesi	Male	Phone	2022/12/04
Stove Promoter	Zainabu Lajabu	Female	Phone	2022/12/04
Stove Promoter	Moses Kaufulu	Male	Uninvited	
Beneficiary	Vaileti Amulli	Female	Phone	2022/12/04
Beneficiary	Manuwelo Bikitoni	Male	Phone	2022/12/03
Beneficiary	Janipher Sambaniso	Female	Phone	2022/12/05
Beneficiary	Patricia Ngwata	Female	Phone	2022/12/05
Beneficiary	Esther Phiri	Female	Phone	2022/12/04
Beneficiary	Ndida Christopher	Female	Phone	2022/12/05
Group Village Head	Choloka Banda	Male	Phone	2022/12/05
Group Village Head	Alex Kapyola	Male	phone	2022/12/04
Group Village Head	Samuel Banda	Male	Phone	2022/12/05
Group Village Head	GVH Mphonde	Male	phone	2022/12/05
Group Village Head	Lamesi Sandalamu	Female	Phone	2022/12/05
Group Village Head	Leonard Mdotu	Male	Phone	2022/12/05
Group Village Head	Emma Mwale	Female	Uninvited	Uninvited

Village Natural Resources Management Committee	Smart Sagwirika	Male	Phone	2022/12/05
Village Natural Resources Management Committee	Anie Phiri	Female	Phone	2022/12/05
Village Natural Resources Management Committee	Dikileni Chisema	Male	Phone	2022/12/04
Village Natural Resources Management Committee	Gift Chawa	Male	Phone	2022/12/04
Village Natural Resources Management Committee	Halfs Binusi	Male	Phone	2022/12/04
Village Natural Resources Management Committee	Mr Chibudula	Male	Phone	2022/12/05
Area Development Committee (ADC) Chairperson	Brian Chafuwa	Male	Phone	2022/12/05
Area Development Committee (ADC) Chairperson	Mwayiwawo Filimoni	Female	Phone	2022/12/04
Area Development Committee (ADC) Chairperson	Cyril Mangochi	Male	Phone	2022/12/05
Area Development Committee (ADC) Chairperson	Anthony Chunga	Male	Phone	2022/12/05
Area Development Committee (ADC) Chairperson	Kennedy Njakama	Male	Phone	2022/12/04

Area Development Committee (ADC) Chairperson	McPasswell Mzumala	Male	Phone	2022/12/05
Area Executive Committee (AEC)	Aubry Duwe	Male	Phone	2022/12/04
Area Executive Committee (AEC)	Nellie Zimba	Female	Phone	2022/12/05
Area Executive Committee (AEC)	Geoffrey Mambo	Male	Phone	2022/12/04
Area Executive Committee (AEC)	Benson Chitunga	Male	Phone	2022/12/04
Area Executive Committee (AEC)	Ethel Mwase	Female	Phone	2022/12/05
Area Executive Committee (AEC)	Mr Mchima	Male	Phone	2022/12/05
	Raphael Mwale	Male	Uninvited	Uninvited
Councillor	Samuel Chunga	Male	Phone	2022/12/05
Councillor	Watson Mkute	Male	Phone	2022/12/05
Councillor	Funda Banda	Male	Phone	2022/12/05
Councillor	Collings Mtambo	Male	phone	2022/12/05
Councillor	Edah Chafuwa	Female	Phone	2022/12/05
Councillor	Wanangwa Harawa	Male	Phone	2022/12/05

Councillor	Charles Banda	Male	Uninvited	Uninvited
Councillor	Gaziel Chimzere	Male	Uninvited	Uninvited
Councillor	Fiton Khofi	Male	Uninvited	Uninvited
District Commissioner	Ben Tohno	Male	Phone	2022/12/10
Director of Planning and Development	Alick Munthali	Male	Phone	2022/12/10
Environmental District Officer	Jane Kayira	Female	Phone	2022/12/10
Environmental -Intern	Jamuson Bimphi	Male	Uninvited	Uninvited
District Forestry Officer	George Zibophe	Male	Phone	2022/12/10
ADFO	Chriss Kamuzanjira	Male	Uninvited	2022/12/10
Principal Social Welfare Officer	Oswald Mwale	Male	Phone	2022/12/10
ASWO	Limbani Nsokela	Male	Uninvited	Uninvited
District Council	Veronica Longwe	Female	Uninvited	Uninvited
District Council-Messenger	Bolo Khombo	Male	Uninvited	Uninvited
District SCT Officer	Francis Maganga	Male	Phone	2022/12/10
District Community Development Officer	Elina Lukasi	Female	Phone	2022/12/10
District Community Development	Dorothy Malamulo	Female	Uninvited	Uninvited

District Social Welfare Officer	Mac Donald Mpichi	Male	Phone	2022/12/10
District Monitoring and Evaluation Officer	John Manda	Male	Phone	2022/12/10
District Water Development Officer	Ephraim Mbewa	Male	Phone	2022/12/10
District Liaison Officer	Steven Matemba	Male	Phone	2022/12/10
Director of Administration	James Tembo	Male	Phone	2022/12/10
Director of Public Works	Vinnicent Phiri	Male	Phone	2022/12/10
Director of Finance	Khumbo Masankhula	Male	Phone	2022/12/10
Chief of Agriculture, Environment and Natural Resources	Precious Chautsi	Male	Phone	2022/12/10
Chief of Education, Youth and Sports	Getrude Chipeta	Female	Phone	2022/12/10
Director Health and Social Services	Jacob Kafulafula	Male	Phone	2022/12/10
District Youth Officer	Abson Mwale	Male	Phone	2022/12/10
Nkhotakota Magistrate Court	Felix Haiya	Male	Phone	2022/12/10
Judiciary	Gerald Chimbale	Male	Uninvited	Uninvited
Gender	Scholar Mwamlima	Female	Uninvited	Uninvited

Police Officer In-Charge	Petro Mkokamasa	Male	Phone	2022/12/10
Development Aid from People to People (DAPP)	Johnstone Chitupira	Male	E-mail	2022/12/09
Ripple Africa	Christopher Chazeka	Male	phone	2022/12/10
Evangelical Association of Malawi	F. Musowa	Male	E-mail	2022/12/09
Umunthu PLUS	Mavuto Jawadu	Male	phone	2022/12/10
Nkhotakota Community Radio	Hawa A Mzee	Female	Uninvited	Uninvited
FA	Samuel I Moloko	Male	Uninvited	Uninvited
EAM	Simoni Zuze	Male	Uninvited	Uninvited
Binusu	Hafizi Saidi	Male	Uninvited	Uninvited
NGO Board Officer	Ruth Chigamba	Female	phone	2022/12/10

Public invites

Participation list

LSC in Sandton Conference Hall in Mzimba District

Name of participant, job/position in the community	Male / Female	Contact details	Organisation (if relevant)
Albert Shaba, Promoter	M	0881112153	
Zifa Kajani, Promoter	F	0888891765	

Alick Mkandawire, Promoter	M	0985025556	
Esther Moyo, Promoter	M	0997796606	
Bettie Mvula, Promoter	M	0883547535	
Wezzie Mvalo, Promoter	M	0885419110	
Eliteki Chirwa, Promoter	F	0983192936	
Etta Bongowongo, Promoter	M	0889859931	
Margret Nyirenda, Beneficiary	F	0881072478	
Wyness Shaba, Beneficiary	M	0884339849	
Vingston Phiri, Beneficiary	M	0884523704	
Colleta Mundululi, Beneficiary	F	0881167086	
Luwiza Nyirenda, Beneficiary	M	0981930779	
Anderson Banda, Beneficiary	F	0882145020/099971 7084	
Benson Phiri, Beneficiary	M		
Florence Zimba, Beneficiary	M	0885064859	
Zikhole Sakala, Village Group Head	M	0882988658	
Foster Chitete Jere, Village Group Head	M	0884448000	
Lewis K Jere, Village Group Head	M	0881923735	

Muswamohira Musi, Village Group Head	M	0991528007	
Ngiyezeni Sibande, Village Group Head	F	0888653483	
Mapira Shaba, Village Group Head	M		
Yolam B Jere, Village Group Head	M	0991811680	
Edward Malinga, Village Natural Resource Management Committee	F	0888937611	
Etta Msiska, Village Natural Resource Management Committee	M	0991664782	
Ellen Mumba, Village Natural Resource Management Committee	F	0885347243	
Jonathan Jere, Village Natural Resource Management Committee	F	0884598376	
Madalitso V Banda, Village Natural Resource Management Committee	M	0994001717	
Breakfast Mgomezulu, Area Development Committee (ADC) Chairperson	F	0996300047	
Nathan Nyirenda, Area Development Committee (ADC) Chairperson	M	0881117586	
Flemmingo Zgambo, Area Development Committee (ADC) Chairperson	M	0999410480	

Malaulira Chiwaka, Area Development Committee (ADC) Chairperson	F	0999102981	
Chancy Ronald Nkhoswe, Area Development Committee (ADC) Chairperson	F	0881542499	
Verson Theu, Area Development Committee (ADC) Chairperson	M	0881345763	
Emmanuel Mumba, Area Development Committee (ADC) Chairperson	M	0991007272	
Grace Matundu, Area Development Committee (ADC) Chairperson	F	0997047766	
Kabiya Gondwe, Area Executive Committee (AEC)	M	0884029217	
Ephraim M. Njikho, Area Executive Committee (AEC)	M	0882227925	
Osman Mzembe, Area Executive Committee (AEC)	M	0991543407	
Asbusy Honde, Area Executive Committee (AEC)	M	0992328178	
Simbarishe S Dube, Area Executive Committee (AEC)	M	0888687378	
Daniel Banda, Area Executive Committee (AEC)	M	0884116760	
Antony Dewe, Councillor	M	0988300899	

Andrew Malinga, Councillor	M	0999563344	
Paul Chondo, Councillor	M	0999478811	
Joel Nkhata, Councillor	M	0999610881	
Nelson Mnyenyembe, Councillor	M	0888639799	
Martin Nkhata, Councillor	M	0990285981	
Zaluma Ngoma, Councillor	M	0884105699	
Muwuso Nkhoma, Councillor	M	0883657772	
Bentry Kumwenda, Councillor	M	0888150415	
Victor Muva, Councillor	M	0888433631	
Mr Simwaka, District Commissioner	M		
Walter Chikuni, Director of Planning and Development	M		
Lowrence Kalinga, Planning and Administration Officer	M	0992007033	
Agness Dziwapo Nyirenda, District Forestry Officer	F	0999471124	
Violet Mugala, Principal Social Welfare Officer	F	0992503327	
Fellings Nhlema, NIS	M	0991874502	
Isaac Nseteka, CDA	M	0883726561	

Winnie Migodi, District Community Development	F	0992332222	
Lewis Moy, Director of Administration	M	0999628887	
Kennedy Kumwenda, NGORA	M	0888430571	
Thokozani Skinner, Forestry Assistant	M	0888336612	
Patrick Manyowa, Mzimba District Council	M	0884751820	
Faith Longwe, Disaster Planning	F	0888626882	
Richard Kabiya, CDA	M	0884029217	
Everister Lungu, Mzimba Community Radio	F	0994177286	
Joel B Saiwa, District Youth Department	M	0881901855	
Chigonjetso Chiromo, DYO	M	0999248582	
Yolanda Ngwira, MDC	F	09938259	
Gift Kasambala, EDO	M	0881777196	
Mercy Chisuwo Banda, HRMO	F	0884613717	
Tadeo, Save The Children	M	0999269318	
Lloyd Nyirenda, Citizen Alliance	M	0992656840	
Elton Mhango, National Publications	M	0882788020	

George Lungu, Tovwirane Organisation	M	0999271916	
Vanani Nyirenda, ZODIAK Broadcasting Station	M	0999343714	
Blessing Gondwe, MIJ FM	M	0996951364	
Tumbikikani Munthali, Focus	F	0888545478	
Christopher Melele, CSO's Chair Person	M	0882505251	

United Purpose EVENT ATTENDANCE SHEET

Sheet No. ____
Of totals sheets ____


Date of Event:

13/12/2022

Location of Event:

SANDTON CONFERENCE HALL / MYZIMBA.

Type of Event:

LOCAL STAKEHOLDERS CONSULTATION MEETINGS

Dept Code/Project name:

SOUTH POLE

Budget Code:

No.	Name of Participant	Gender	Position	Organization/ Dept/Village	Signature Morning Session	Signature Afternoon Session	Phone number/ E-mail or Address
1	Isaac Malekano	M	PC	UP/SHA	[Signature]		0584377081
2	Naiyegem Sibane	M	GVH	GVH	[Signature]		0888653483
3	JOSL Nkhata	M	CHL	MDC	[Signature]		0559610881
4	Andersson Banda	M	ADC SEC	SOCIAL	[Signature]		0999717084
5	JOSEPH Nkhata	M	CHL	MDC	[Signature]		0852056663
6	Yaluma Ngoma	M	CHL	MDC	[Signature]		0884105699
7	Paul Chabela	M	CHL	MDC	[Signature]		0533548081
8	Andrew Malunga	M	CHL	MDC	[Signature]		0999563340
9	Martin Nkhata	M	CHL	MDC	[Signature]		0990285981
10	Mr. Agston Piri	M	CHL	Wamalande	[Signature]		058452334
11	MAPIRA Shaba	M	GVH	GVH	[Signature]		-
12	MALAUWIRA CHWAKA	M	ADC CHAIR	CHIRI ADC	[Signature]		0999102981
13	Albert Shaba	M	Promoter	United Purpose	[Signature]		088112153
14	Luwiza Nyenda	F	secretary	Kapopo	[Signature]		0981930779
15	Ahek Mwandawire	M	Promoter	United Purpose	[Signature]		0955025556

I have prepared this event attendance sheet, the supporting documents and allocated the coding. I confirm that the details provided are correct. The document is now ready for checking by finance and authorization from the budget holder.

Prepared By: Mary Chawman Signature

(Name - United Purpose Officer)

I hereby declare that I was a witness to the above transactions and confirm that the details provided are correct

Witnessed By: Isaac Malekano Signature

(Name - United Purpose Officer)

In approving this event attendance sheet, I declare that I am authorized to do so in accordance with the UP authorization framework and I confirm that the supporting documents are complete and comply with UP's procedures

Approved By: _____ Signature

(Name - United Purpose Line Manager)

Note: A separate attendance sheet should be completed for any continuation of this sheet and for each separate day of the event. In the event that a second UP staff is not available, approval should be obtained in advance from the respective manager to have a senior community leader, facilitator or government official sign as a witness.



United Purpose EVENT ATTENDANCE SHEET

United Purpose 
Formerly known as Concern Universal

Sheet No. _____
Of totals sheets _____

Date of Event: 13/12/2022

Location of Event: SANDION CONFERENCE HALL

Type of Event: LOCAL STAKEHOLDERS CONSULTATION MEETING

Dept Code/Project name: SOUTH POLE Budget Code: _____

No.	Name of Participant	Gender	Position	Organization/Dept/Village	Signature Morning Session	Signature Afternoon Session	Phone number/ E-mail or Address
1	Elitich chimwa	F	Promoter	United Church	E. Chica		0933193936
2	Benson Phiri	M	member		B. Phiri		
3	ZIFA KAJATI	M	Promoter		H. Kajati		0888891765
4	VERSON THEA	M	AAC CHAIR	KADIPUNDO	THEA		0881345763
5	Jonathan Jere	M	ASSISTANT FA	Forestry Department	Jere S.		0884598376
6	Yokim B. Jere	M	G.V.H	Mabikaba	Yokim		0991811688
7	Grace Matundu	F	ABC chair	mabikaba	G. Matundu		0997041766
8	ZILCHOLE SAKALA	M	G.V.H.	MIMBELWA	Z. Sakala		0884995379
9	Etta Bongwanga	F	Promoter	MIMBELWA	E. Bongwanga		0889859931
10	Florence Zimba	F	wogula	MIMBELWA	F. Zimba		0885064859
11	ESTHER MOYO	F	Promoter	Wamungo Sibanda	E. Moyo		0997796606
12	ASBURY HATSE	M	VDC Chair	Makubela	A. Hatse		0992328178
13	Flemming Zsimba	M	AAC chair	h244244	F. Zsimba		0995410480
14	COLLETA mundulub	F	BanEFisa	Mzimba	C. Mundulub		0881167086
15	Ellen mumba	F	chair	Makubela	E. Mumba		08853217243

I have prepared this event attendance sheet, the supporting documents and allocated the coding. I confirm that the details provided are correct. The document is now ready for checking by finance and authorization from the budget holder.

Prepared By: Mary Chankwe Signature _____
(Name - United Purpose Officer)

I hereby declare that I was a witness to the above transactions and confirm that the details provided are correct

Witnessed By: Isaac Malekano Signature _____
(Name - United Purpose Officer)

In approving this event attendance sheet, I declare that I am authorized to do so in accordance with the UP authorization framework and I confirm that the supporting documents are complete and comply with UP's procedures

Approved By: _____ Signature _____
(Name - United Purpose Line Manager)

Note: A separate attendance sheet should be completed for any continuation of this sheet and for each separate day of the event. In the event that a second UP staff is not available, approval should be obtained in advance from the respective manager to have a senior community leader, facilitator or government official sign as a witness.

United Purpose EVENT ATTENDANCE SHEET


Sheet No. _____
Of totals sheets _____

Date of Event: 13/12/2022
Location of Event: SANDION CONFERENCE HALL
Type of Event: LSC Meetings
Dept Code/Project name: SOUTH POLE Budget Code: _____

No.	Name of Participant	Gender	Position	Organization/ Dept/Village	Signature Morning Session	Signature Afternoon Session	Phone number/ E-mail or Address
1	FOSTER CHITETE JERE	M	INKOBANA	FOSTER JERE	[Signature]	[Signature]	0984448000
2	Nathan Nyirenda	M	ADC Chair	ADC	[Signature]	[Signature]	0881117586
3	Kennedy Kumbwenda	M	DSCO	NGORA	[Signature]	[Signature]	0888430571
4	Chancy R. Nkhoswe	M	Chair	ADC	[Signature]	[Signature]	0999588236
5	Ephraim Njiriko	M	ADC Chair	Mzambumba	[Signature]	[Signature]	0882227925
6	Agnes Kizungu Mwach	F	ADFO	Forestry	[Signature]	[Signature]	0999471124
7	Thokozani G. Kinnu	M	FA	Forestry	[Signature]	[Signature]	0882276612
8	Simbaraishe S. Dube	M	AEC Chair	ADC	[Signature]	[Signature]	088687378
9	DANIEL BANDA	M	AEC Chair	ADC	[Signature]	[Signature]	0884116760
10	Gatete Mambwe	M	PROBRO	mt. Cune	[Signature]	[Signature]	0884781820
11	Faith Longue	F	RPO	Planning	[Signature]	[Signature]	0888228852
12	Mercy Chisasa	F	HRMO	MDC	[Signature]	[Signature]	0884613717
13	Margaret Nyirenda	F	member	Genesis	[Signature]	[Signature]	0881072473
14	Richard Kabuya	M	CDA	Mmbemwa	[Signature]	[Signature]	0884029217
15	Nelson Mupfema	M	CIIP	MAC	[Signature]	[Signature]	0888639799

I have prepared this event attendance sheet, the supporting documents and allocated the coding. I confirm that the details provided are correct. The document is now ready for checking by finance and authorization from the budget holder.

Prepared By: Mary Chanku
(Name - United Purpose Officer)

Signature

I hereby declare that I was a witness to the above transactions and confirm that the details provided are correct

Witnessed By: Isaac Malekano
(Name - United Purpose Officer)

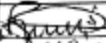
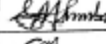
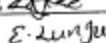
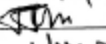
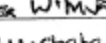
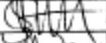
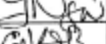
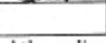
Signature

In approving this event attendance sheet, I declare that I am authorized to do so in accordance with the UP authorization framework and I confirm that the supporting documents are complete and comply with UP's procedures

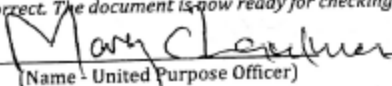
Approved By: _____
(Name - United Purpose Line Manager)

Signature

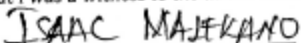
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United Purpose EVENT ATTENDANCE SHEET							Sheet No. ____ Of totals sheets ____
							
Date of Event:	13/12/2022						
Location of Event:	SANDTON CONFERENCE HALL/MZIMBA						
Type of Event:	LSC Meeting						
Dept Code/Project name:	SOUTHFOLE		Budget Code: _____				
No.	Name of Participant	Gender	Position	Organization/Dept/Village	Signature Morning Session	Signature Afternoon Session	Phone number/E-mail or Address
1	Bettie Mvula	F	Promoter	United Purpose			0988226815 0983347855
2	EMMANUEL MUMBA	M	ABC SEC	UNITED PURPOSE			0991003235 0288318585
3	Edwards Lanningo	M	Chairman	UP			0999722659
4	LEWIS K. JERE	M	SGVH	UNITED PURPOSE			0841923735
5	EVERAISTER LUNGU	F	SCOUTMASTER	MCA	E. Lungu		0994177286
6	Violet Mugala	F	SKA	Social Worker V.M			099250332
7	Isaac Mufeteka	M	CDA	Community Dev			0883726861
8	Wesley Mvalo	M	Promoter	United Purpose			0385419110
9	Wyness Shaba	F	Beneficiary	Shabani	W. Shaba		0883945022 0831901855
10	Joel B. Saiya	M	CA	MDC			0992448585
11	Chigongetso Chumiso	M	DYD	MDC			09938259
12	Yolanda Ngwira	F	CP	MDC			088177196
13	Giff Kambala	M	EDD	MDC			099628827
14	Louis Moyo	M	Ag. DDA	MDC			
15							

I have prepared this event attendance sheet, the supporting documents and allocated the coding. I confirm that the details provided are correct. The document is now ready for checking by finance and authorization from the budget holder.

Prepared By:  (Name - United Purpose Officer) Signature

I hereby declare that I was a witness to the above transactions and confirm that the details provided are correct

Witnessed By:  (Name - United Purpose Officer) Signature

In approving this event attendance sheet, I declare that I am authorized to do so in accordance with the UP authorization framework and I confirm that the supporting documents are complete and comply with UP's procedures

Approved By: _____ (Name - United Purpose Line Manager) Signature

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Government of Malawi

United Purpose

Facilitating Livelihoods
in Rural Areas

Sheet No. _____

Of totals sheets _____

Date of Event: 13/12/2022

Location of Event: SANDEN CONFERENCE HALL / MZIMBA

Type of Event: LSC Meeting

Dept Code/Project name: SOUTH POLE Budget Code: _____

No.	Name of Participant	Gender	Position	Organization/ Dept/Village	Signature Morning Session	Signature Afternoon Session	Phone number/ E-mail or Address
1	Mwambi Mphahlele	M	G.V.A	mbala	M Mphahlele		0991528007
2	Victor Mwa	M	CLV	MDC	Mwa		0888433631
3	Breakfast Mphahlele	M	ABC chv	ABC	M Mphahlele		0996300047
4	Mwambi Mphahlele	F	VNF	Chair	M Mphahlele		0991000177
5	Angela Mphahlele	M	CSO chair	MIDET	M Mphahlele		0996333777
6	Isaac Mphahlele	M	NGO	camajir	M Mphahlele		0991874502
7	Patrick Banda	M	PM	UP	M Banda		0991192502
8	Owen Banda	M	MD	UP	M Banda		0884493918
9	ELTON Mphahlele	M	Journalist	NATION	M Mphahlele		0880788070
10	VANANI NYIRENDA	M	Journalist	ZBS	M Nyirenda		099343714
11	Lloyd NYIRENDA	M	CSO Mgr	Citizen Alliance	M Nyirenda		0992065000
12	Blessings Gwede	M	Journalist	MIT	M Gwede		09916951364
13	Winnie Migodi	F	CDO	Comm Development Village	M Migodi		0992332222
14	Tambikani Muthali	F	F.O	FOCUS	M Muthali		0888945478
15							

I have prepared this event attendance sheet, the supporting documents and allocated the coding. I confirm that the details provided are correct. The document is now ready for checking by finance and authorization from the budget holder.

Prepared By: Mary Chawinga (Name - United Purpose Officer) Signature: _____

I hereby declare that I was a witness to the above transactions and confirm that the details provided are correct

Witnessed By: Isaac Mphahlele (Name - United Purpose Officer) Signature: _____

In approving this event attendance sheet, I declare that I am authorized to do so in accordance with the UP authorization framework and I confirm that the supporting documents are complete and comply with UP's procedures

Approved By: _____ (Name - United Purpose Line Manager) Signature: _____

Note: A separate attendance sheet should be completed for any continuation of this sheet and for each separate day of the event. In the event that a second UP staff is not available, approval should be obtained in advance from the respective manager to have a senior community leader, facilitator or government official sign as a witness.



United Purpose EVENT ATTENDANCE SHEET

United Purpose 
Formerly known as Community Development

Sheet No. _____
Of totals sheets _____

Date of Event: 13/12/2022

Location of Event: SANDTON CONFERENCE HALL

Type of Event: LSC meeting

Dept Code/Project name: South Pole Budget Code: _____

No.	Name of Participant	Gender	Position	Organization/ Dept/Village	Signature Morning Session	Signature Afternoon Session	Phone number/ E-mail or Address
1	Laurence Kalingi	M	PA	MDC			09922737
2	Myemio Nkhoma	M	Councillor	MDC			0833657772
3	BETRY KUMERA	M	CUR	MDC			088810415
4							
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I have prepared this event attendance sheet, the supporting documents and allocated the coding. I confirm that the details provided are correct. The document is now ready for checking by financial authorization from the budget holder.

Prepared By: Mary Chaudhary  Signature
(Name - United Purpose Officer)

I hereby declare that I was a witness to the above transactions and confirm that the details provided are correct

Witnessed By: Isaac Makfano  Signature
(Name - United Purpose Officer)

In approving this event attendance sheet, I declare that I am authorized to do so in accordance with the UP authorization framework and I confirm that the supporting documents are complete and comply with UP's procedures

Approved By: _____ Signature
(Name - United Purpose Line Manager)

Note: A separate attendance sheet should be completed for any continuation of this sheet and for each separate day of the event. In the event that a second UP staff is not available, approval should be obtained in advance from the respective manager to have a senior community leader, facilitator or government official sign as a witness.

LSC in Nkhokotota District Council in Nkhokotota District

Name of participant, job/ position in the community	Male / Female	Contact details	Organisation (if relevant)
Agness Phillipo, Promoter	F	0995234272	
Suzika Banda, Promoter	M	0992662226	
George Kamwendo, Promoter	M	0991232772	
Tryness Kamanga, Promoter	F	0998767738	
Justice Simizesi, Promoter	M	0982144517	
Zainabu Lajabu, Promoter	F	0998307070	
Moses Kaufulu, Promoter	M		
Vaileti Amulli, Beneficiary	F	0996255177	
Manuwelo Bikitoni, Beneficiary	M	0996973507	
Janipher Sambaniso, Beneficiary	F	0999923500	
Patricia Ngwata, Beneficiary	F	0993545096	
Esther Phiri, Beneficiary	F	0995569530	
Ndida Christopher, Beneficiary	F	0990879061	
Choloka Banda, Group Village Head	M	0996211777	
Alex Kapyola, Group Village Head	M	0998522360	
Samuel Banda, Group Village Head	M	0999473684	
GVH Mphonde,, Group Village Head	M	0993705869	

Lamesi Sandalamu, Group Village Head	F	0995871581	
Leonard Mdotu, Group Village Head	M	0998030605	
Emma Mwale, Group Village Head	F		
Smart Sagwirika, Village Natural Resource Management Committee	M	0997615686	
Anie Phiri, Village Natural Resource Management Committee	F	0996586377	
Dikileni Chisema, Village Natural Resource Management Committee	M	0999860394	
Gift Chawa, Village Natural Resource Management Committee	M	0885042112	
Halfs Binusi, Village Natural Resource Management Committee	M	0993521380	
Mr Chibudula, Village Natural Resource Management Committee	M	0997272733	
Brian Chafuwa, Area Development Committee (ADC) Chairperson	M	0999064104	
Mwayiwawo Filimoni, Area Development Committee (ADC) Chairperson	F	0998016573	
Cyril Mangochi, Area Development Committee (ADC) Chairperson	M	0999250771	

Anthony Chunga, Area Development Committee (ADC) Chairperson	M	0998311499	
Kennedy Njakama, Area Development Committee (ADC) Chairperson	M	0995258393	
McPasswell Mzumala, Area Development Committee (ADC) Chairperson	M	0991955018	
Aubry Duwe, Area Executive Committee (AEC)	M	0999510204	
Nellie Zimba, Area Executive Committee (AEC)	F	0999211523	
Geoffrey Mambo, Area Executive Committee (AEC)	M	0993826875	
Benson Chitunga, Area Executive Committee (AEC)	M	0991216152	
Ethel Mwase, Area Executive Committee (AEC)	F	0999253110	
Mr Mchima, Area Executive Committee (AEC)	M	0999305530	
Raphael Mwale	M	0997654252	
Samuel Chunga, Councillor	M	0999664992	
Watson Mkute, Councillor	M	0996253217	
Funda Banda, Councillor	M	0992653344	

Collings Mtambo, Councillor	M	0990305931	
Edah Chafuwa, Councillor	F	0999141747	
Wanangwa Harawa, Councillor	M	0995364378	
Charles Banda, Councillor	M		
Gaziel Chimzere, Councillor	M		
Fiton Khofi, Councillor	M	0991192502	
Ben Tohno, District Commissioner	M	0999278385	
Alick Munthali, Director of Planning and Developmnet	M	0995432959	
Jane Kayira, Environmental District Officer	F	0991248304	
Jamuson Bimphi, Environmental Intern	M	0993855494	
George Zibophe, District Forestry Officer	M	0999609739	
Chriss Kamuzanjira, ADFO	M		
Oswald Mwale, Principal Social Welfare Officer	M	0999464757	
Limbani Nsokela, ASWO	M		
Veronica Longwe, District Council	F	0996562679	

Bolo Khombo, District Council Messenger	M	0996555643	
Francis Maganga, District SCT Officer	M	0999083534	
Elina Lukasi, District Community Development Officer	F	0999298544	
Dorothy Malamulo, District Community Development	F		
Mac Donald Mpichi, District Social Welfare Officer	M	0994878772	
John Manda, District Monitoring and Evaluation Officer	M	0999091707	
Ephraim Mbewa, District Water Development Officer	M	0999278454	
Steven Matemba, District Liaison Officer	M	0999484736	
James Tembo, Director of Administration	M	0993196826	
Vinnicent Phiri, Director of Public Works	M	0999662299	
Khumbo Masankhula, Director of Finance	M	0999162189	
Precious Chautsi, Chief of Agriculture, Environment and Natural Resources	M	0999389886	

Getrude Chipeta, Chief of Education, Youth and Sports	F	0888864224	
Jacob Kafulafula, Director Health and Social Services	M	0881701382	
Abson Mwale, District Youth Officer	M	0999273399	
Felix Haiya, Nkhokota Magistrate Court	M		
Gerald Chimbale, Judiciary	M	0999781676	
Scholar Mwamlima, Gender	F		
Petro Mkokamasa, Policy Officer In-Charge	M	0992783969	
Johnstone Chitupira, Development Aid from People to People (DAPP)	M		
Christopher Chazeka, Ripple Africa	M	0999324075	
F. Musowa, Evangelical Association of Malawi	M		
Mavuto Jawadu, Umuthu PLUS	M	0999196535	
Hawa A Mzee, Nkhokota Community Radio	F		
Samuel I Moloko, FA	M		
Simoni Zuze, EAM	M	0994603213	
Hafizi Saidi, Binusu	M		

Ruth Chigamba, NGO Board Officer	F	0990365759	
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United Purpose EVENT ATTENDANCE SHEET

Sheet No. _____
Of totals sheets _____

United Purpose
Formerly known as
Community Development

Date of Event: 15/12/2022
Location of Event: NKHOTAKOTA - District Council
Type of Event: LSC Meeting
Dept Code/Project name: SOUTHPOLE Budget Code: _____

No.	Name of Participant	Gender	Position	Organization/ Dept/Village	Signature Morning Session	Signature Afternoon Session	Phone number/ E-mail or Address
1	MOSES KANFULU	M	PRO	NKHOTAKOTA DC	MKS		
2	Alex Kaphola	M	CPW	Social Welfare	AK		
3	BENSON CHITUNGA	M	SECRETARY	UNICEF	BC		
4	Johnstone Chitupa	M	PM	DAAP	JC		
5	MAYOT. JAWAHO	M	EP	Umanthu Plus	MA		
6	Edwene Mubwa	M	DE	EAM	EM		
7	Charles Banda	M	Councillor	Council	CB		
8	Samuel Chumbe	M	"	"	SC		
9	Emma Mubwa	F	PLANNING	NKK Council	EM		
10	Wanangwa Harau	M	Councillor	NKK-Council	WH		
11	Gaziel Chimzere	M	CIC	NKK-Council	GC		
12	Hana A. Mwa	F	Reporter	NKK-Council	HA		
13	NELLIE ZIMBA	F	SAVH	NKK	NZ		
14	Samuel Banda	M	SAVH	NKK	SB		
15	George Kamwendo	M	Reporter	NKK	GK		

I have prepared this event attendance sheet, the supporting documents and allocated the coding. I confirm that the details provided are correct. The document is now ready for checking by finance and authorization from the budget holder.

Prepared By: Mary Chauluma Signature _____
(Name - United Purpose Officer)

I hereby declare that I was a witness to the above transactions and confirm that the details provided are correct

Witnessed By: Isaac Malekani Signature _____
(Name - United Purpose Officer)

In approving this event attendance sheet, I declare that I am authorized to do so in accordance with the UP authorization framework and I confirm that the supporting documents are complete and comply with UP's procedures

Approved By: _____ Signature _____
(Name - United Purpose Line Manager)

Note: A separate attendance sheet should be completed for any continuation of this sheet and for each separate day of the event. In the event that a second UP staff is not available, approval should be obtained in advance from the respective manager to have a senior community leader, facilitator or government official sign as a witness.

United Purpose EVENT ATTENDANCE SHEET


Sheet No. _____
Of totals sheets _____

Date of Event:

Location of Event:

Type of Event:

Dept Code/Project name:

Budget Code:

No.	Name of Participant	Gender	Position	Organization/Dept/Village	Signature Morning Session	Signature Afternoon Session	Phone number/E-mail or Address
1	Kamukama Sautatani	M	Liberal	Liberal			
2	Dikilani Chisema	M	Forer assn	Kamphongwe			
3	Moniwele Dikilani	M	BEN	Kamphongwe			
4	Christopher Chazeka	M	P.A.G	Ripple Africa			
5	Samuel I. Moleka	M	F.A	Nkhosha			099336922
6	CHARIS KAMUZANISA	M	ADFO	NKH - FONG			099458744
7	CYRIL MANGOCHI	M	ADC CHAIR	MPHONDE			09992507
8	Pulk Chigamba	F	NSCO	NBORA			099177822
9	Ethel Mwale	F	ADC Secretary	Mdenochi			09925311
10	Lindani Mshoni	M	ADWD	Social Cash			0995716
11	Douglas Mlambo	F	PCDO Rep	Community dev			09931771
12	HARIZI SAIDI	M	Chairman	Bimuse Fost			099352138
13	Suzana Banda	M	Promoter	KAPUZU			09926622
14	Anthony Chungu	M	ADC Chair	Kapuzi			099311497
15	AUBREY DUWE	M	ADC SEC	AAE			099951020

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Prepared By:

(Name - United Purpose Officer)

Signature

I hereby declare that I was a witness to the above transactions and confirm that the details provided are correct

Witnessed By:

(Name - United Purpose Officer)

Signature

In approving this event attendance sheet, I declare that I am authorized to do so in accordance with the UP authorization framework and I confirm that the supporting documents are complete and comply with UP's procedures

Approved By:

(Name - United Purpose Line Manager)

Signature

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United Purpose EVENT ATTENDANCE SHEET


Sheet No. _____
Of totals sheets _____

Date of Event:

15/12/2022

Location of Event:

NKHOTAKOTA District Council

Type of Event:

LSC Meeting

Dept Code/Project name: SOUTH POLE

Budget Code:

No.	Name of Participant	Gender	Position	Organization/ Dept/Village	Signature Morning Session	Signature Afternoon Session	Phone number/ E-mail or Address
1	CHOWKA Banda	M	BVH	GALETA	[Signature]	[Signature]	0995090930
2	Smart Sagusini	M	XVH CB	MWADZANA	[Signature]	[Signature]	0997615636
3	Trynass Kamanga	F	Promoter	Nkhungu	[Signature]	[Signature]	0998767738
4	Muxyward Fillmon	F	ABC chair	Mwasambo	[Signature]	[Signature]	0998016573
5	Kennedy Njankani	M	CHAIR	ABC	[Signature]	[Signature]	0995258393
6	McPasswell Mzumbe	M	ABC chair	ABC	[Signature]	[Signature]	0991955018
7	Brian S. Chelume	M	ABC chair	Mwandana	[Signature]	[Signature]	0999064104
8	Patricia Nkanda	F	customer	chiboko	[Signature]	[Signature]	0993545096
9	Jenipher Santonio	F	customer	Nkhungu	[Signature]	[Signature]	0999923000
10	Justice SMITHES	M	Promoter	Mwandana	[Signature]	[Signature]	0982144577
11	McDonald Mphahlele	M	NSWO	Gwelo wankh	[Signature]	[Signature]	0854411392
12	LEONARD MDUHU	M	SGVA	MAKUTA	[Signature]	[Signature]	0998030605
13	Fiona Chofi	M	Ward chair	Council	[Signature]	[Signature]	0826090135
14	Pamela Banda	M	PM	UP	[Signature]	[Signature]	0991192502
15							

I have prepared this event attendance sheet, the supporting documents and allocated the coding. I confirm that the details provided are correct. The document is now ready for checking by finance and authorization from the budget holder.

Prepared By:

Mary Chankwan

(Name - United Purpose Officer)

Signature

I hereby declare that I was a witness to the above transactions and confirm that the details provided are correct

Witnessed By:

Isaac Malekano

(Name - United Purpose Officer)

Signature

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Approved By:

(Name - United Purpose Line Manager)

Signature

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United Purpose EVENT ATTENDANCE SHEET


Sheet No. _____
Of totals sheets _____

Date of Event:

Location of Event:

Type of Event:

Dept Code/Project name:

Budget Code:

No.	Name of Participant	Gender	Position	Organization/ Dept/Village	Signature Morning Session	Signature Afternoon Session	Phone number/ E-mail or Address
1	Simon Zulu	M	DF	EAM	[Signature]		0994403217
2	Geoffrey Nambo	M	ASc Secretary	Mwanambaa	[Signature]		0993763411
3	Jamison Bimphi	M	Taten	NUL-ENV	[Signature]		0993855494
4	Zainab Jayab	F	Promoter	NK	Z Jayab		0998307070
5	Vaileti Amuli	F	Chimwala	NK	V. Amuli		0996255177
6	GERALD CHIMBALAME	M	DEPUTY SECRETARY	Indicim	[Signature]		0999731676
7	Kiphasi Mwale	M	SECRETARY	Amula	R M		0997680258
8	Vernice Lungwe	F	ADMINISTRATOR	CDUNAL HK	[Signature]		0996562674
9	Anie Phiri	F	member	Kufuzira	A. Phiri		0996586377
10	Esther Phiri	F	member	Kufuzira	E Phiri		0995569530
11	Sola Khombo	M	MOSS	AKK DC	[Signature]		0996555463
12	Treen Kaunda	F	member	NUL-PC	[Signature]		0990900182
13	Agnes Phillips	F	Promoter	Bango	A. Phillips		0995234272
14	Ndida christoph	F	CRASH	Bango	N. Christo		0990879061
15	Langster Mchale	M	MO	UP	[Signature]		0990056277

I have prepared this event attendance sheet, the supporting documents and allocated the coding. I confirm that the details provided are correct. The document is now ready for checking by finance and authorization from the budget holder.

Prepared By:

(Mary Chamukwa)
(Name - United Purpose Officer)

Signature

I hereby declare that I was a witness to the above transactions and confirm that the details provided are correct

Witnessed By:

(Isaac Mchale)
(Name - United Purpose Officer)

Signature

In approving this event attendance sheet, I declare that I am authorized to do so in accordance with the UP authorization framework and I confirm that the supporting documents are complete and comply with UP's procedures

Approved By:

(Name - United Purpose Line Manager)

Signature

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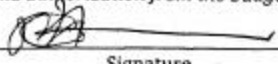
United Purpose EVENT ATTENDANCE SHEET


Sheet No. _____
Of totals sheets _____

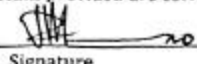
Date of Event: 15/12/22
 Location of Event: Nkhosakota District Council
 Name of Event: LSC Meeting
 Project Code/Project name: SOUTH POLE Budget Code: _____

No.	Name of Participant	Gender	Position	Organization/ Dept/Village	Signature Morning Session	Signature Afternoon Session	Phone number/ E-mail or Address
1	JACOB HARA	M	DRIVER	UP			0994419878
2	Mary Chauline	F	Accounts	UP			09923375
3							
4							
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Prepared By: Mary Chauline 
 (Name - United Purpose Officer) Signature

I hereby declare that I was a witness to the above transactions and confirm that the details provided are correct

Witnessed By: ISAAC MALEKANO 
 (Name - United Purpose Officer) Signature

In approving this event attendance sheet, I declare that I am authorized to do so in accordance with the UP authorization framework and I confirm that the supporting documents are complete and comply with UP's procedures

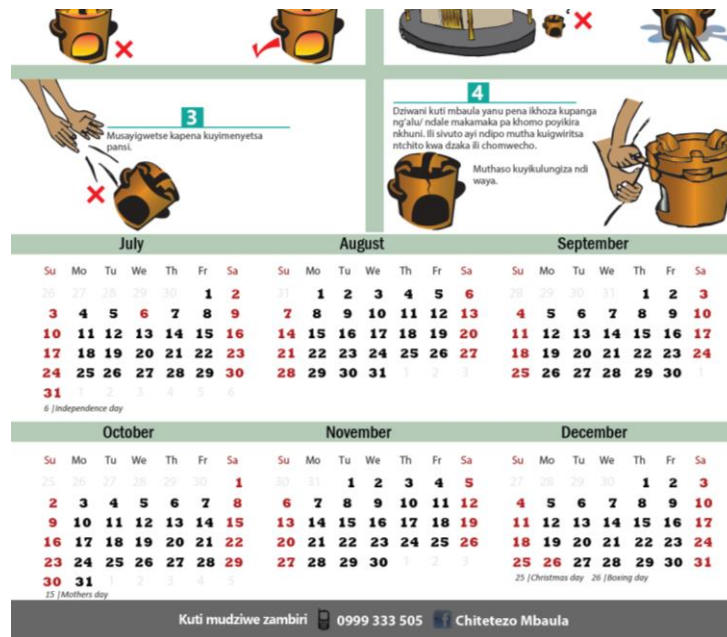
Approved By: _____
 (Name - United Purpose Line Manager) Signature

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APPENDIX 2 : COMMUNICATION MECHANISMS

The following mechanisms are in place to ensure fluid communication with stakeholders :

- Every customer receives a calendar with the main hotline number mentioned :



- United Purpose has a dedicated channels to collect concerns - anonymously if necessary - available in Chichewa and English :



- Ads are available at the promoters' locations and contact numbers are widely advertised (radio, promoters shirts, signposts)

