

Rural
Poultry
Centre

M a l a w i

ANNUAL REPORT

2019-2020



Village Poultry - Village Livelihoods

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Cover Photo: Chickens like this have been called "petty cash on legs". They make a significant contribution to welfare and livelihoods of people like Rachael Msiska pictured here, at her village of Mtekera in the north of Malawi. (Credit: One of the many professional photos kindly provided by Richard Nyoni.)

Who we are



A cluster of rural houses in Ntchisi.

The Rural Poultry Centre (RPC) in Malawi is a local NGO registered under the Trustees Incorporation Act of 1962. It was conceived in early 2013 as an affiliate of the International Rural Poultry Centre, a subsidiary of the KYEEMA Foundation based in Brisbane, Australia.

RPC exists to promote the needs of smallholder poultry farmers throughout Malawi and to improve livelihoods and contribute to improved nutrition in rural areas of Malawi. RPC focuses on improvements in the smallholder poultry sector and adopts a keep-it-simple philosophy with an emphasis on effective support at the grass roots level.

Rural Poultry Centre
PO Box 81
Likuni
Malawi
Tel: +265 995 943034
rpc@ruralpoultrysmalawi.org
<http://www.ruralpoultrysmalawi.org>

Our Vision and Goals

Our **vision** is:

- Improved livelihoods amongst resource poor and vulnerable families.

Our **mission** is:

- To sustainably improve rural livelihoods through interventions encompassing poultry.

Our **goals** are:

- To empower, educate and motivate individuals and communities;
- To contribute to the socio-economic development of resource poor families;
- To advance village poultry health and production;
- To prevent and control diseases of poultry;
- To act as an information centre on rural poultry.



A community based vaccinator learns to vaccinate chickens.

Our Board of Trustees

Overall policy development and strategic direction of the RPC is vested in its five member Board of Trustees which remains comprised of:

- Prof Timothy Gondwe, Professor of Animal Breeding, Lilongwe University of Agriculture and Natural Resources. (Chairperson)
- Dr Patrick Chikungwa (representing the Department of Animal Health and Livestock Development)
- Dr Gilson Njunga
- Mrs Judith Kanyama-Chikoti
- Mr Bernet Lwara

Dr Pat Boland, as Director of RPC, is Secretary to the Board.

Our Staff



RPC staff, 2019: Saul Nkhata, Pat Boland, Andrew Chimalizeni, Silvester Mkandawire, Luka Tumbwe.

The current staff of RPC consist of the Director, Dr Pat Boland, and the Technical Adviser, Mr Luka Tumbwe, both of whom have been working on a voluntary basis.

In addition, RPC engaged the following staff during the year:

Mr Andrew Chimalizeni, Project Coordinator for the Village Poultry for Better Livelihoods project in Mchinji;

Mr Silvester Mkandawire, Project Field Officer for the same project;

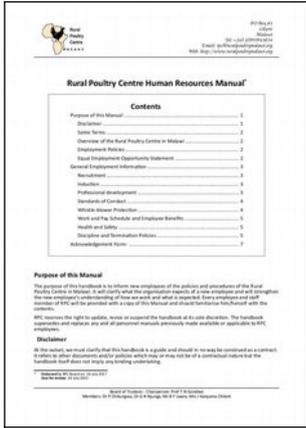
Mr Saul Nkhata, Accounts Assistant.

Our Policies and Guidelines

As a matter of principle, RPC adopts policies which ensure ethical integrity, transparency and accountability in all of its operations. Typically, its policies are tailored for Malawi and encompass principles which are promoted and adopted by internationally recognised institutions. Relevant policy documents such as our Code of Conduct (including our Child Protection Code of Conduct) and our Human Resources Manual, are posted on the RPC website.

RPC strives to ensure its policies conform with contemporary standards with respect to common cross cutting issues. It advocates equity and respect across spectra such as gender, race, colour, religion, ethnic or social origin or disability. It advocates respect for the environment through engaging in environmentally friendly work practices.

RPC Board meetings include as permanent agenda items conflict of interest declarations; complaints register; status of policies.



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Purpose of this Manual
The purpose of this handbook is to define the policies and procedures of the Rural Poultry Centre in Malawi. It will clarify the organisational structure, the role and responsibilities of the various departments and staff. It will also provide information on the various policies and procedures of the Centre.

Disclaimer
It is noted that this handbook is a guide and should not be used as a contract. It is subject to change without notice and may be amended at any time without notice. It is not intended to create a contract between the Centre and its employees.

Registration as a Non Governmental Organisation

RPC is incorporated in Malawi under the Trustees Incorporation Act of 1962.

It is a registered member of the Council for NGOs in Malawi (CONGOMA).

RPC is registered by the NGO Board of Malawi under the Non-Governmental Organisations Act of 2001.

What we do

Community Based Activities and Projects

RPC conducts activities and projects consistent with its mission to sustainably improve rural livelihoods through interventions encompassing poultry. Specific projects are discussed below.

Affiliation with the Kyeema Foundation

Much of the work currently being undertaken by RPC is facilitated through its affiliation with the Kyeema Foundation, a like minded non-profit NGO based in Brisbane, Australia. Funding for the activities undertaken by RPC are largely channelled through Kyeema which assists with fund raising for those activities.

Support for Newcastle Disease Control

The I-2 vaccine is a critical component in the control of Newcastle disease in village poultry. That is why RPC gives such strong support to the vaccine production unit at the Central Veterinary Laboratory in Lilongwe which is the only source of this vaccine in Malawi.

Liaison and Networking

RPC continues to liaise and collaborate with other NGOs in poultry related interventions. Poultry are often one component of a multi-strategy approach to improving rural livelihoods. However, lead implementing agencies do not necessarily have the requisite experience and technical expertise to efficiently bring about lasting improvements in rural poultry production. As a more specialised organisation, we are able to play important advisory and training roles in such cases.

This year, we have collaborated with the following institutions:

Villages in Partnership	Supply of I-2 vaccine, following past training of community based vaccinators for VIP assisted villages.
BASEDA/Inter-Aide	Supply of I-2 vaccine. Joint liaison with the vaccine production unit and the Department of Animal Health and Livestock Development.
Department of Animal Health and Livestock Development	Expert advice and intervention to avoid failure in the vaccine production unit at CVL. Periodic liaison and consultation. Participation in DAHLD meetings on invitation.
Wildlife Action Group	Expert advice. Provision of I-2 vaccine. Assistance with monitoring and evaluation with respect to the village poultry component of WAG's work on the western border of Thuma Forest Reserve.

Communications

The principal channels of communication by RPC remain its website, its e-newsletter, and its social media page. Six e-newsletters have been distributed and posted on the website during the year, covering a range of topics relating to our activities and mission.

Kyeema's communications via its website and social media platforms also plays an important role in augmenting RPC's own communications.

RPC continuously updates and augments the list of on-line publications which are of relevance to institutions working in the rural poultry sector. In addition, it has produced its own publications, many of which can be obtained free of charge from its web site.



Vaccination training by our partners
"Villages in Partnership"

Key Activities and Projects

Ntchisi

During the year under review, RPC continued to monitor its project based in Ntchisi and entitled "Improving Rural Livelihoods in Malawi Through Village Poultry". During the year under review, more than 98,000 chickens have been vaccinated in Ntchisi by community based vaccinators trained and supported by RPC.

RPC will continue to monitor vaccination in Ntchisi at strategic intervals. In this way, a realistic assessment of the enduring impact of the project can be made.



Newcastle disease vaccination training, Ntchisi

Mchinji

RPC has long planned to expand on its pilot work in Mchinji if and when possible. The successful accreditation of the Kyeema Foundation under the Australian NGO Cooperation Program (ANCP) opened an opportunity to submit a proposal and apply for funding for wider activities in the District. Accordingly, in consultation with Kyeema, a proposal was developed for a project entitled "Village Poultry for Better Livelihoods" with a focus on Newcastle disease vaccination and improvement of management for young chicks.



Women at Kangwere in Mchinji discuss plans for vaccination of chickens

Key activities under this project during the period in question included:

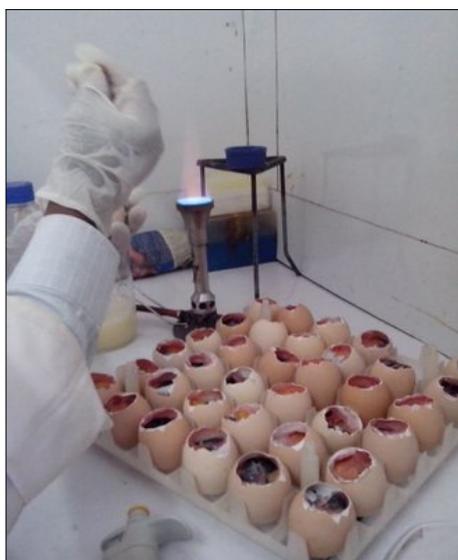
- Consultation with the District Agricultural Development Office which provided in-kind support for accommodation and transport in Mchinji. Five of the seven EPAs in Mchinji district were identified for the project.
- Completion of a baseline survey (which was interrupted by the COVID-19 pandemic).
- An early review of progress by an ANCP delegation from the Australian embassy in Harare which ultimately gave a very favourable report on progress.

Significant other activities

The coronavirus pandemic

The pandemic started to have an impact on RPC activities even before any cases were detected in Malawi. In response to steps implemented by the Malawi government and other countries, RPC issued advice for staff in March and regularly updated that advice. One of the steps taken by RPC to ensure the safety of rural communities was to restrict travel from the city to rural areas.

This had a significant impact on carrying out the initial baseline survey for the Village Poultry for Better Livelihoods in Mchinji. Early plans to do the survey in a short period using a team were replaced by a longer term program involving only staff already located in the area. Fortunately, the Australian NGO Cooperation Program (ANCP) anticipated such difficulties and gave a generous level of support to accredited NGOs including Kyeema.



Harvesting vaccine at CVL

Support for the I-2 Vaccine Production Unit

The government managed unit at Central Veterinary Laboratory is the only source of Newcastle disease vaccine suitable for use in village chickens in Malawi. RPC, in consultation with other significant stakeholders, has continued to play a key role in supporting the vaccine production unit (VPU).

A Public/Private Partnership for I-2 Vaccine Production

In view of recurring various threats and failures to provide a continuous supply the I-2 vaccine, RPC has continued discussions with government and other key stakeholders in an attempt to find solutions. It has reviewed the situation and released a report entitled "Vaccination Services for Rural Poultry in Malawi". On the basis of conclusions from that review, it has urged the government to consider alternative structures for the management of the unit,

most especially a public/private partnership (PPP) under which government would maintain control over vaccine standards and quality and a private entity would be responsible for vaccine production, marketing, sales and distribution.

At the request of the Director of Animal Health and Livestock Development, RPC prepared and submitted a concept note on a PPP for consideration by government. In response, the Director advised that the prevailing consensus within DAHLD was that a PPP model was not desirable at this time. However, DAHLD undertook to institute a policy that as a matter of principle, a minimum standing stock of one month's average supply of vaccine should be on hand, ready for sale/distribution, at all times. It also undertook to appoint a "Vaccine Production Manager" who would ensure I-2 production targets are met.

The RPC Volunteers Program

Activities under the volunteers program in the year were restricted to follow up of activities initiated earlier. In particular, support was continued for the Kusamala Thuma Poultry Project, a collaboration between RPC and the Wildlife Action Group (WAG) in west Thuma on the border of Lilongwe and Salima districts. The activities, funded principally by WAG, have been to distribute chickens and set up Newcastle disease vaccination programs in several villages bordering the protected area of Thuma Forest Reserve.

In April 2020, the program was suspended due to the coronavirus situation in Malawi. It will be reinstated when the situation allows.



Distribution of chickens for the Kusamala Thuma Poultry Project

Chickens for Africa Photographic Competition 2020

Once again, RPC joined with the Kyeema Foundation to promote the Chickens-for-Africa Photographic Competition.



Winning entry 2020: Marzina Khatun from Choubaria village in Bangladesh.
Photo credit: Dr Soshe Ahmed

The competition was again a success this year and resulted in entries from many parts of the world. Donations associated with the competition totalling over AUD \$5,000 were collected via the KYEEMA Developing Country Relief Funding (DCRF) for support primarily for RPC but also other programs in Africa and elsewhere.

Summary of RPC work-plan objectives and activities: 2020-21

	J	A	S	O	N	D	J	F	M	A	M	J
Objective 1: Promote RPC programs	■		■		■		■		■		■	
Objective 2: Institutional Development			■	■	■				■	■	■	
Objective 3: Collaboration with other NGOs	■	■	■	■	■	■	■	■	■	■	■	■
Objective 4: Support Consultative Group on ND in Village Poultry						■					■	
Objective 5: Education program							■					■
Objective 6: Collaboration with Government of Malawi	■	■	■	■	■	■	■	■	■	■	■	■
Objective 7: Village Poultry for Better Livelihoods project in Mchinji	■	■	■	■	■	■	■	■	■	■	■	■
Objective 8: Ntchisi project monitoring				■				■				■

RPC Board of Trustees

In accordance with the RPC constitution, two Board meetings were held during the period under review. This year, the Board reviewed and revised several policies including guidelines for Board members, a financial procedures manual, and a procurement policy.

Other matters considered for possible future development included support for development of a breed of indigenous improved chicken, and establishment of a farmer field school specialising in local village poultry.

Publications

During the year, RPC added the following documents to its repository of documents available via its website.

- "Rations for Chickens" a short publication which was reviewed and updated to give guidance to small scale poultry producers.

Financial Picture

Notes to the Financial Statements for the Year Ended 30 June 2020

- These financial statements have been prepared on historical cost and using generally accepted accounting principles ie IAS and FRS.
- Income not received and expenditure not paid for has been accrued.
- The trial balance has a balancing figure of unrealised losses which is a result of the Dollar conversions as the accounts are using the nearest dollar exchange rate
- The financial statement prepared is the income statement and the statement of financial position at that date.
- The statements has been prepared from the list of accounts of which some are in US dollars and are converted in Malawi Kwacha (MWK) on the date of preparation of the statements using the nearest exchange rate.
- Prepayment on Insurance has been adjusted as it starts from January to December

Provisional Statement of Comprehensive Income for Year Ending 30 June 2020

Incomes	MWK	MWK	MWK
	Adjustments	Amounts	Totals
DCRF Support - Kyeema		17,311,994.00	
SLLP - Balaka Project		2,185,806.00	
Total Income			19,497,800.00
Expenses			
Allowances		397,775.00	
Bank Charges		249,587.85	
CBPW bicycles		8,274,000.00	
CBPW work-wear		1,405,000.00	
Fuel		637,540.00	
Office consumables		4,085.00	
Insurance	83,550-41,775	41,775.00	
Motorbike Rehalitation - MC		500,500.00	
MC- Office maintanance costs		100,000.00	
MC - Operational costs		612,995.00	
Motorbike Repair -LL Office		132,000.00	
Other Office Costs - LL office		300,586.00	
Phone & Internet		458,000.00	
Public Transport		131,000.00	
Refreshments		79,743.00	
Salaries		2,760,000.00	
Social Welfare		70,000.00	
Stationery		351,060.00	
Volunteer Allowance		600,000.00	
Unrealised losses		8,462.93	
Depreciation		28,500.00	
Total Expenses			17,142,673.78
Surplus income over expenditure			2,355,126.22

Statement of Financial Position for the Year Ended 30 June 2020

	MWK	MWK	MWK
Assets	Cost	Depreciation	Net Value
Non Current Assets			
Laptop - Computers	550,000.00	-	550,000.00
Generator	135,200.00	-	135,200.00
Office Equipments & Accessories	171,000.00	28,500.00	142,500.00
Total Non Current Assets			827,700.00

Current Assets			
Bank Balance			2,056,740.38
Petty Cash Balance			101,706.00
Savings In Dollars			33,893.92
Prepayments			41,775.00
Total Current Assets			2,234,115.30
Total Assets			3,061,815.30

Equity & Liabilities			
Equity			706,689.08
Surplus For The Year			2,355,126.22
Total Equity			3,061,815.30