

TRIP REPORT: MALAWI



CONSULTANTS NAMES:

YVES CYAKA-NKUSI

JEREMIMO ZANDAMELA

AMP

TA PERIOD: 04 February – 06 March, 2016

LILONGWE-MALAWI

REPORT DATE: 10 April, 2016

1. INTRODUCTION

The main campaign will target those areas not previously covered during the mini-campaign or the activities supported by Concern Universal with LLINs from the Against Malaria Foundation (AMF). The total quantity of LLINs to be distributed for the 19 remaining districts, based on the final household registration figures, is 8,483,820 LLINs. A total of 9,060,950 LLINs were received from suppliers for distribution through the Global Fund's pooled procurement mechanism (PPM). Based on the request submitted to Global Fund in 2014, 9,061,350 LLINs were expected to be received as the need was quantified based on the total population of the country and did not account for the mini-campaign or Concern Universal distribution. Based on the count done during reception of the nets, the country has received 400 LLINs (10 bales) less than were expected.

2. CONSULTANT IN COUNTRY

- Yves CYAKA: 14th February to 06th March, 2016
- Jeronimo ZANDAMELA: 04th February to 04th March, 2016

3. ACTIVITIES ACHIEVED

In preparation for the cascade training on distribution and nets distribution the follow activities were done:

- Finalization and printing of the PowerPoint (PPT) presentation for the cascade training
- Finalization and printing of the SoPs
- Printing of the tally sheet
- Review, finalization and printing of the distribution site supervisor summary report
- Review, finalization and printing of the cluster supervisor summary report
- Finalization and printing of the National Task Force (NTF) supervision schedule
- Working on HSAs orientation exercise
- Working on supervision plan for national task force team
- Review and finalization of the distribution materials
- Review and finalization of the quantification of distribution materials based on the updated household registration data
- National task force meeting preparations
- National task force meeting conducted on Friday:
 - Points on the agenda:
 - General update on mass campaign
 - Status on Logistics and stock management
 - Status on liquidations and 3rd disbursement of cash to the districts
 - Status on campaign distribution & SBCC materials
 - Key technical issues for distribution phase of the campaign
 - Timeline for next activities & way forward
- Transport plan from regional warehouse was completed and adjusted according to the final HHR figures
- 02 new district warehouses namely Chikhwawa and Nsanje were re-inspected and considered in good condition to receive nets
- Meeting with contractors took place on 19th February for a second briefing on the tracking system and log tools for the movement of nets.

The start of the cascade training was postponed in order to ensure time for the FA to receive and approve all the payments justifications submitted for HHR before moving on to distribution activities.

4. HOUSEHOLD REGISTRATION

After household registration exercise, each district summarized and analyzed the collected data and sent a summary district report at national level (NMCP). However, until the last week of the AMP TA mission the districts were updating the report by sending new HHR information. Based on the last version of the HHR report, the need was 8,483,820 LLINs for a population of 14,176,571 in the 19 districts targeted.

It is important to highlight that the household registration in Lilongwe had to be done twice due to the inappropriate process during the first HHR.

| NR | District | # of household registered | # of household members registered | # of household members projected | # of sleeping spaces | # of nets required based on HHR | # of sleeping spaces /HH | # of people /HH |
|----|--------------|---------------------------|-----------------------------------|----------------------------------|----------------------|---------------------------------|--------------------------|-----------------|
| 1 | Nsanje | 78,809 | 368,052 | 281,552 | 202,832 | 202,832 | 3 | 5 |
| 2 | Chikwawa | 139,102 | 654,525 | 533,714 | 356,558 | 356,558 | 3 | 5 |
| 3 | Blantyre | 279,844 | 1,377,363 | 1,283,332 | 842,726 | 842,726 | 3 | 5 |
| 4 | Thyolo | 208,500 | 745,891 | 643,836 | 464,522 | 464,522 | 2 | 4 |
| 5 | Mulanje | 171,130 | 795,977 | 572,305 | 440,997 | 440,997 | 3 | 5 |
| 6 | Chiradzulu | 96,171 | 366,042 | 318,323 | 210,226 | 210,226 | 2 | 4 |
| 7 | Machinga | 166,914 | 793,147 | 608,182 | 453,220 | 453,220 | 3 | 5 |
| 8 | Mangochi | 284,877 | 1,264,568 | 1,017,070 | 702,742 | 702,742 | 2 | 4 |
| 9 | Zomba | 256,535 | 945,056 | 799,479 | 570,500 | 570,500 | 2 | 4 |
| 10 | Salima | 117,934 | 571,657 | 419,448 | 320,512 | 320,512 | 3 | 5 |
| 11 | Lilongwe | 578,635 | 2,639,086 | 2,492,795 | 1,674,298 | 1,674,298 | 3 | 5 |
| 12 | Kasungu | 203,622 | 944,645 | 826,285 | 527,896 | 527,896 | 3 | 5 |
| 13 | Ntchisi | 69,548 | 308,787 | 285,892 | 165,196 | 165,196 | 2 | 4 |
| 14 | Mzimba South | 155,518 | 650,702 | 895,550 | 385,143 | 385,143 | 2 | 4 |
| 15 | Mzimba North | 113,634 | 511,269 | 223,740 | 421,944 | 421,944 | 4 | 4 |
| 16 | Nkhatabay | 75,118 | 347,376 | 269,069 | 185,953 | 185,953 | 2 | 5 |
| 17 | Rumphu | 57,843 | 247,992 | 208,616 | 155,419 | 155,419 | 3 | 4 |
| 18 | Karonga | 84,037 | 413,597 | 337,448 | 255,489 | 255,489 | 3 | 5 |
| 19 | Chitipa | 50,820 | 230,839 | 216,912 | 147,647 | 147,647 | 3 | 5 |
| | Total | 3,188,591 | 14,176,571 | 12,233,548 | 8,483,820 | 8,483,820 | 3 | 4 |

5. LOGISTICS PLANNING: LLINs SHIPMENT/DELIVERY TO THE REGIONAL WAREHOUSES

- Shipment and delivery of LLINs to the regional warehouses in Malawi was done according to the schedule.
- 9,060,950 LLINs are currently stored in 05 regional warehouses as shown on the table below:

| Regional warehouses stock report | | | | | | | | | | |
|----------------------------------|---------------------|---------------------|---------------------|----------------|---------------------|------------------|------------------|--------------------------------|-----------------------------------|---|
| Regional Warehouse | Expected # of LLINs | Expected # of bales | # of LLINs received | % received | # of Bales received | Total Weigh/KG | Volume (m3) | Balance to be received # LLINs | Balance to be received # of Bales | Remarks |
| Liwonde | 2 092 400 | 52 310 | 2 092 400 | 100% | 52 310 | 1 569 300 | 263 642 | - | - | Completed |
| Blantyre | 1 843 400 | 46 085 | 1 843 400 | 100% | 46 085 | 1 382 550 | 232 268 | - | - | Completed |
| Lilongwe | 2 438 900 | 60 973 | 2 438 740 | 99,993% | 60 969 | 1 829 070 | 307 281 | 160 | 4 | To be completed/ <i>discrepancy of 4 bales (160nets)</i> |
| Salima | 1 486 000 | 37 150 | 1 485 760 | 99,984% | 37 144 | 1 114 320 | 187 206 | 240 | 6 | To be completed/ <i>discrepancy of 6 bales (240 nets)</i> |
| MZUZU | 1 200 650 | 30 017 | 1 200 650 | 100% | 30 017 | 900 510 | 151 282 | - | - | Completed |
| GT | 9 061 350 | 226 534 | 9 060 950 | 99,996% | 226 524 | 6 795 713 | 1 797 808 | 400 | 10 | |

6. TRANSPORT LOGISTICS

a. Identification of warehousing / Storage and security

- 19 district warehouses were identified by the contractors, guided by NMCP through the LSC and following the master storage plan (indicating an estimate of storage space (m2) needs at the district level), as well as criteria for selection of the warehouses.
- Identified storage spaces at district level have been visited by NMCP teams for assessment and inspection following the warehouse inspection checklist that was developed by the LSC and provided to the teams.
- After the first round of inspection, 02 of the warehouses were not approved. Contractors identified 02 new warehouses and after the second inspection all 19 district warehouses were approved and considered in good condition to start receiving LLINs from the regional warehouses.

b. Transport planning from regional to district warehouses

The preliminary transport plan was adjusted based on the final figures from household registration.

After the adjustment, some of the warehouses did not have sufficient number of LLINs to supply their assigned districts. Therefore, there was also a need to identify the nearest and the most convenient/appropriate warehouse to fill the gaps in the districts based on the available HHR data. This exercise was done by NMCP together with the contractors.

The table below shows the situation after the adjustment.

| Regional Warehouse | District Warehouse | Regional warehouse stocks | Number of LLINs required base on HHR | Number of Bales | Total Weigh per #bales | Volume (m3) | Space required /m2 | #nets required for adjustment or balance | #bales required for adjustment or balance | Warehouses from where adjustment will be done |
|--------------------|-----------------------|---------------------------|--------------------------------------|-----------------|------------------------|---------------|--------------------|--|---|---|
| Liwonde | Machinga | | 453 220 | 11 331 | 339 915 | 1 428 | 685 | | | |
| | Mangochi | | 702 742 | 17 569 | 527 057 | 2 214 | 1 063 | | | |
| | Zomba | | 570 500 | 14 263 | 427 875 | 1 797 | 863 | | | |
| | Total Liwonde | 2 092 400 | 1 726 462 | 43 162 | 1 294 847 | 5 438 | 2 610 | 365 938 | 9 148 | |
| Blantyre | Blantyre | | 842 726 | 21 068 | 632 045 | 2 655 | 1 274 | | | |
| | Chikwawa | | 356 558 | 8 914 | 267 419 | 1 123 | 539 | | | |
| | Chiradzulu | | 210 226 | 5 256 | 157 670 | 662 | 318 | | | |
| | Nsanje | | 202 832 | 5 071 | 152 124 | 639 | 307 | | | |
| | Mulanje | | 440 997 | 11 025 | 330 748 | 1 389 | 667 | | | |
| | Thyolo | | 464 522 | 11 613 | 348 392 | 1 463 | 702 | | | |
| | Total Blantyre | 1 843 400 | 2 517 861 | 62 947 | 1 888 396 | 7 931 | 3 807 | - 674 461 | - 16 862 | |
| Lilongwe | Kasungu | | 527 896 | 13 197 | 395 922 | 1 663 | 798 | | | |
| | Lilongwe | | 1 674 298 | 41 857 | 1 255 724 | 5 274 | 2 532 | | | |
| | Total Lilongwe | 2 438 740 | 2 202 194 | 55 055 | 1 651 646 | 6 937 | 3 330 | 236 546 | 5 914 | |
| Salima | Ntchisi | | 165 196 | 4 130 | 123 897 | 520 | 250 | | | |
| | Salima | | 320 512 | 8 013 | 240 384 | 1 010 | 485 | | | |
| | Total Salima | 1 485 760 | 485 708 | 12 143 | 364 281 | 1 530 | 734 | 1 000 052 | 25 001 | |
| Mzuzu | Chitipa | | 147 647 | 3 691 | 110 735 | 465 | 223 | | | |
| | Karonga | | 255 489 | 6 387 | 191 617 | 805 | 386 | | | |
| | Mzimba North | | 421 944 | 10 549 | 316 458 | 1 329 | 638 | | | |
| | Mzimba South | | 385 143 | 9 629 | 288 857 | 1 213 | 0 | | | |
| | Nkhata Bay | | 185 953 | 4 649 | 139 465 | 586 | 281 | | | |
| | Rumphi | | 155 419 | 3 885 | 116 564 | 490 | 235 | | | |
| Total Mzuzu | 1 200 650 | 1 551 595 | 38 790 | 1 163 696 | 4 888 | 2 346 | - 350 945 | - 8 774 | | |
| GT | | 9 060 950 | 8 483 820 | 212 096 | 6 362 865 | 26 724 | 12 827 | | | |

- Salima regional warehouse will have a balance of 1 000 052 LLINs after supplying its assigned districts
- Liwonde regional warehouse will have a balance of 365 938 LLINs after supplying its assigned districts
- Lilongwe regional warehouse will have a balance of 236 546 LLINs after supplying its assigned districts
- 649 107 LLINs will be moved from Salima regional warehouse to cover the gap of the regional Blantyre warehouse assigned districts
- 25 354 LLINs will be moved from Liwonde regional warehouse to cover the gap of the Blantyre regional warehouse assigned districts
- 350 945 LLINs will be moved from Salima regional warehouse to cover the gap of the Mzuzu regional warehouse assigned districts

LLINs will start moving from regional warehouses to district warehouses on 14th March 2016. Contractors have already been informed by NMCP to be ready for this movement.

c. Transport planning from districts to distribution points/sites

NMCP has provided to the contractors a template to guide them on transport planning from district warehouses to distribution points/sites during a joint meeting (technical and log). This meeting was also part of training/briefing provided to the contractor's staff on log tracking system and tools at national level.

Following the action points agreed during the meeting, contractors have worked with DHMTs to identify distribution points and start planning for the movement of LLINs from districts to distribution points/sites.

After 02 weeks of work, all the contractors have submitted to NMCP 19 completed district plans, which are good enough to guide the movement of LLINs from districts to distribution points/sites.

LLINs will start moving from district warehouses to distribution points/sites on the day of the actual distribution.

Remaining nets after distribution at the distribution points/sites will be moved to the respective health facility at cluster level.

7. DISTRIBUTION

Vue les différentes rencontrées durant tout le processus, il a été suggéré et décidé de mener cette distribution en trois phases et répartie en trois zones. La répartition suggérée et adoptée était comme suit, il est à souligner qu'en de souci d'amélioration cette répartition pouvait être revue :

- Zone I: South West and South East
 - Blantyre City
 - Blantyre Rural
 - Chikwawa
 - Chiradzulu
 - Nsanje
 - Machinga
 - Mangochi
 - Mulanje
 - Thyolo
 - Zomba City
 - Zomba Rural
- Zone II : Central, Central West & North zone
 - Kasungu
 - Mzuzu City
 - Ntchisi
 - Salima
 - Chitipa
 - Karonga
 - Mzimba
 - Nkhata Bay
 - Rumphu
- Zone III : Lilongwe

8. LLINs DISTRIBUTION IN LILONGWE (URBAN AREA)

There is a need to consider specific adjustments to distribution strategy to account for factors which characterize the urban context, namely, high population density, enhanced population mobility, the heterogenic nature of urban populations, varied household compositions, heightened security needs, enhanced congestion and other access issues, and a generally different programmatic environment than what is found in rural areas. Considerations for urban planning are especially important for Lilongwe, where it is known that the quality of

household registration data was not really good at it should be. Some key recommendations will be shared in this report to support the strategy in place.

9. REMAINING NETS

After distribution, a certain number of LLINs will remain at the distribution sites and others will remain at regional warehouses. In the first case if there are remaining LLINs at the distribution sites, the nets will be returned to the health facilities for distribution during the routine distribution. According to the HHR the LLINs need was 8,483,820 and based on number of nets procured and received, a number of 577,130 LLINs will not be distributed at the end of the campaign and will remain at regional warehouses.

The high number of leftover campaign nets led to the issue as to what was the best approach to put in place and distribute these nets to the beneficiaries? The initial decision taken was to cover all the boarding schools and refugee camps with these nets, since the need for routine distribution was already covered by PMI funding with LLINs procurement in progress.

However, after collecting data on sleeping spaces for each boarding school in collaboration with the Ministry of Education, the need was very low comparative to the number of remaining nets. A second decision was taken to discuss with the NTF members and find an appropriate channel for distribution of the remaining nets.

10. TRAINING SYSTEM AND TOOLS

Contractors, under the guidance and supervision of the NMCP, printed waybills (delivery notes) and stock cards to ensure high accountability for the LLINs during storage and transport. At the time of the logistics consultant departure, tally sheets were being printed by NMCP, with the support from PSI, after adjustments made by technical and log teams.

11. Main challenges

- Finalize the HHR payments and ensure adequate justification
- Contractors would like to move the exact number of nets to the districts and DPs, which means opening bales at regional and district warehouses. According to the contractors, they were told to proceed like this and it is written on the contracts with MOH. However, this also increases risk for accountability in the supply chain and is not recommended until absolutely necessary in the supply chain. This issue will be addressed during the NTF meeting that will take place on 23rd February.
- Transporting and distributing LLINs during the rainy season. Transport plans may have to be adjusted from time to time to fit the current road conditions.
- The disbursement of money and liquidation, still a big challenge and it is affecting the whole campaign.
- NMCP is always complaining about the FA agent performance.
- Plan for the remaining nets.
- Plan for urban area distribution.

- Reverse logistics of remaining LLINs at regional warehouses of Lilongwe and Liwonde after distribution was not budgeted for and may be constraint to NMCP if a decision about what to do with them is not taken on time.

12. RECOMMENDATIONS

- Improve the quality of the training/briefing exercise especially for HSAs
 - It is recommended that the number of participants in each training session is limited to ensure that the training environment is suitable for question-answer, plenary discussion and practical exercises.
 - Working group exercise during the HSAs training/briefing
- Improve the quality of supervision
- NMCP needs to have a close monitoring on the movement of LLINs from region to district warehouse and further down to distribution points/sites to ensure proper tracking and usage of tracking tools.
- NMCP need to ensure that contractors and DHMTs are keeping files for the supply chain management documents used during the movement of LLINs.
- During the DHMTs briefing on distribution NMCP needs to ensure that the log component is part of the briefings (SOPs and presentations contains this portion)
- During the supervision of actual distribution, NMCP teams need also to supervise the logistics aspects to make sure that tracking tools are being used during transport and storage.
- FA and NMCP need to work together as a team in order to move forward and not block the campaign, by identifying the problems and immediately finding solutions/corrections.
- The campaign may require more distribution points per administrative/ geographic unit in urban areas, each of which may need additional personnel to ensure smooth distribution. This will have budget implications that will need to be addressed.
- More security may be required for the transportation, storage and actual distribution of the nets
- Store larger buffer stocks of nets (for example up to 15%) close to distribution points in order to resolve potential issues with underestimating population to be served and because of challenges with moving nets around large distances due to traffic congestion
- If you have potential for “chaotic” distribution points, alert local police in advance and ask for crowd control assistance, brief officers on desired process and procedures; make contingency plans for supplemental deliveries if stocks move faster than planned; plan for before and after-work hours at distribution sites.
- Allocate enough days - the distribution may take longer than in rural areas, and it may also be useful to open the distribution points for longer periods to allow people to attend before or after work
- Consider implementing communication activities at the distribution points based on the specific audiences attending

13. NEXT STEPS

| ZONE I: SOUTH WEST & SOUTH EAST | |
|---|------------------|
| <i>ORIENTATION</i> | |
| DHMTs orientation | 15 March |
| HSAs orientation | 16 March |
| Supervision of HSAs orientation | 14-17 March |
| <i>LOG & DISTRIBUTION OF LLINs</i> | |
| Supportive supervision visits to the districts by NTF | 14-16 March |
| Shipment of LLINs from Port-regional-district warehouses-Zone1 | 14-15 March |
| Distribution of LLINs to distribution points (DPs) and beneficiaries-Zone1 | 22-25 March |
| Support, monitor and supervision of distribution processes from Zone to DPs | 21-26 March |
| Synthesis of data and production of report at district level | 22 March-6 April |
| Synthesis of data and report writing at national level | 06-08 April |
| <i>BCC AND IEC FOR THE MASS CAMPAIGN</i> | |
| Social mobilization (HSAs) | 17-19 March |
| Placement of BCC materials | 17-25 March |

Attachments

- Updated roadmap
- Tools quantification
- Stock adjustment
- Transport plans from region to district warehouses
- Transport plans from Districts warehouses to DP/Sites

14. PEOPLE MET

| NAME | ORGANISATION | E-MAIL ADDRESS |
|----------------------|----------------------|--|
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| | | |

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