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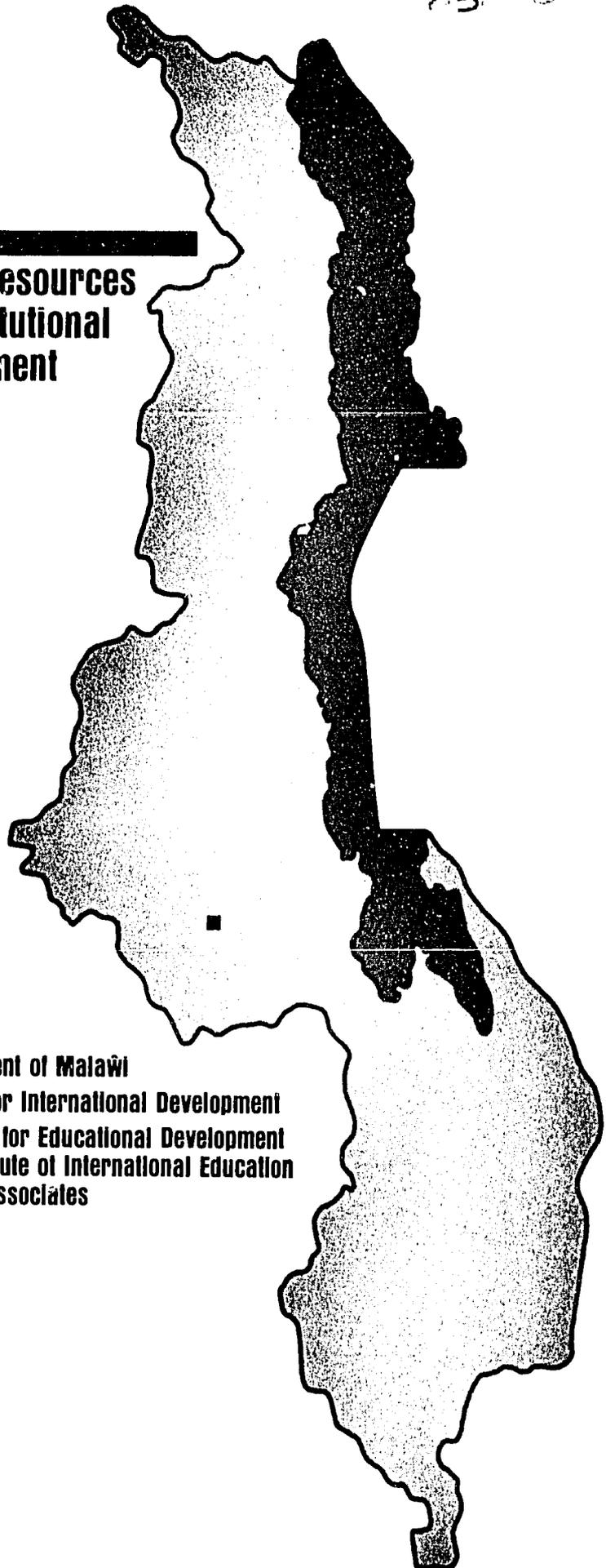
Malawi

Human Resources and Institutional Development Project

Semi-annual Report

March 1, 1993 - August 31, 1993

In Collaboration: The Government of Malawi
The Agency for International Development
The Academy for Educational Development
with the Institute of International Education
and Aurora Associates



ELEVENTH SEMI-ANNUAL REPORT

MARCH 1, 1993 - AUGUST 31, 1993

MALAWI HUMAN RESOURCES AND INSTITUTIONAL DEVELOPMENT

ACADEMY FOR EDUCATIONAL DEVELOPMENT

A.I.D. CONTRACT NUMBER: 612-0230-C-00-8009-00

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I. BACKGROUND

At its independence in 1964, Malaŵi had an insufficient human resource base for economic and social development. Over the next two decades Malaŵi steadily improved its human resources foundation. By the first half of the 1980's, Malaŵi's literacy rate had increased by 32.3 percent. The University of Malaŵi was established in 1964 to provide trained manpower for the country's developing economy. The University system now comprises five colleges: Chancellor College, Bunda College of Agriculture, the Polytechnic, the Medical College, and Kamuzu College of Nursing. In 1985/86 there were 2,360 students enrolled in diploma and academic degree courses; by 1991 the enrollment had increased to over 3,000.

Since its establishment, the University has made significant progress in expanding Malaŵi's human resource base, but that base is still insufficient for the country's continuing development needs. The Human Resources and Institutional Development (HRID) Project is part of an effort by the U.S. Agency for International Development (USAID) to assist the Government of Malaŵi in addressing some of that insufficiency. USAID's strategy reflects the development priorities of the Government of Malaŵi (GOM). The strategy addresses three key problem areas which impede sustained economic growth in Malaŵi. These are:

- low per capita income due to low smallholder agricultural productivity and limited sources of rural income and off-farm employment opportunities;
- critical shortages of foreign, domestic, and financial resources caused by a narrow and nondiversified export base, costly international transportation routes, and limited industrial infrastructure; and
- high rates of mortality, morbidity, and population growth, which are functions of poor health conditions and services as well as low levels of income and education.

The HRID Project focuses on the need for improved technical, professional, and managerial capacity in the private and public sectors, both of which are characterized by a scarcity of trained and experienced human resources, limited institutional capacity, and inefficient manpower utilization. The Project uses three approaches in addressing these problems. First, since a quantitative expansion in the availability of human resources takes time to realize, the Project gives priority to upgrading the skills and improving the efficiency of existing personnel in the private and public sectors. Second, because the Government of Malaŵi needs urgently to improve productivity of existing training institutions, the Project gives priority to pre-service and in-service training of instructional staff in the use of innovative and adaptive instructional approaches and methodologies. Third, because existing policies and procedures for human resources development in Malaŵi result in serious inefficiencies in the utilization of personnel, the Project provides assistance to the GOM and the private sector to strengthen their human resources planning and development capacities.

The Academy for Educational Development (AED) and its subcontractors, the Institute of International Education (IIE) and Aurora Associates, joined with the Agency for International Development (AID) and the Government of Malaŵi in March, 1988, to provide technical assistance and participant training services needed to address human resources development constraints described above. At the technical direction of USAID/Malaŵi and in collaboration with the GOM, the AED contractor team has principal implementation responsibility for HRID Project activities.

Promoting Health Interventions for Child Survival (PHICS)

After much discussion and planning, the HRID Project's contract was assigned the responsibility in 1989 for managing a portion of the PHICS funds allocated to technical assistance and participant training. These funds are in addition to the HRID

funds specifically set aside for strengthening the Ministry of Health's training capacity. Specifically, the PHICS project addresses the need to increase the institutional capacity of the Ministry of Health (MOH) and the Ministry of Works (MOW) to deliver child survival services on a sustained basis, and to increase the supply and utilization of these services at the community and family level. This is accomplished through activities implemented under the project's two main objectives--institutional strengthening and service delivery.

Addressed through a combination of technical assistance, commodities provision, and participant training, the Project has the five following components:

- Expansion of the MOH Health Education Unit (H.E.U.) and strengthening and institutionalization of the unit's capacity to develop and disseminate messages leading to the adoption of behaviors and the use of services which improve child survival;
- Improvement of the capacity of the MOH to plan, implement, monitor, and evaluate child survival services through the strengthening of key MOH operational units--Research, Epidemiology, Health Education, Health Information, Control of Diarrheal Diseases (CDD) and Malaria, and Environmental Health (Sanitation and Hygiene Education);
- Assistance to the MOH in designing, implementing, evaluating, and replicating a community-based child survival program which has measurable impact on child morbidity and mortality and which can be sustained over the long term with resources available to the GOM;
- Assistance to the MOW and rural communities in increasing access to safe water through an extension of the gravity-fed piped water system and, in so doing, contribution to the key MOH child survival goal of preventing water-borne diseases, particularly diarrheal diseases among children; and
- Strengthening of the capacity of the MOH Planning Section and

Project Implementation Unit to plan and manage MOH programs, including the PHICS project.

II. STATUS OF WORK AND PROGRESS TO DATE

This is the eleventh biannual report. It covers the period from March 1993 through August 1993. It focuses on the achievements and progress made on five of the six main areas of responsibility that the Academy for Educational Development and its sub-contractors, Aurora Associates and the Institute of International Education, have under the HRID contract. This report fulfills part of the obligation of the sixth area of responsibility. The six responsibilities are the following:

- A. assist the Government of Malaŵi and USAID/Malaŵi to plan for project implementation;
- B. recruit and provide administrative and financial backstopping support services for short-term and long-term technical assistance personnel;
- C. place, manage and support all overseas participant training in the U.S. and third countries;
- D. assist in-country institutions to organize and conduct in-country training activities;
- E. prepare detailed specifications for and procure commodities; and
- F. report to the GOM and USAID/Malaŵi on project implementation.

The report addresses each of the first five responsibilities directly; the report in total is in support of the sixth responsibility. Comments on goals set for this period are in Section G. A synopsis of Delivery Orders received, active, or completed during this reporting period is found in Section H. PHICS-funded activities are so noted under each Section.

A. ASSIST THE GOVERNMENT OF MALAWI AND USAID/MALAWI TO PLAN FOR PROJECT IMPLEMENTATION

The basic planning mechanism for the HRID Project is the HRID Working Group, a select group of the Project Coordinating Committee (P.C.C.), the parent body which sets direction, assigns funding priorities, and oversees activities of the Working Group. The Working Group consists of representatives from the Department of Personnel, Management and Training (DPM&T), the HRID Project Office and USAID MalaWi. The HRID Project Office serves as the secretariat for both the Working Group and the P.C.C. and is responsible for setting up meetings, writing minutes, producing Project reports, and working with clients to develop and implement approved Project activities. During this period the Working Group met in May, July, and August.

The University of MalaWi, local currency expenditures and the DPM&T MIS effort were constant agenda items at all three meetings of the Working Group. The May 13 meeting also discussed the pending Awards Banquet, and suggested that the Project visit the University to review concerns about how programs were developing and learn about the University's plans. A large part of the July 16 meeting was directed at reviewing the findings of the June visits to the University and other Project clients. The August 24 meeting again focused heavily on the University, and established a meeting on the 26th with Mrs. Thawe, Coordinator of Women's Programs, to review the concerns,

The first activity of note this period was the last minute negotiations about, and the filing of, the budget for the Core contract for the Project. As the Project's initial Core contract ended after five years, renegotiations had been proceeding for most of the previous six months and involved determining the anticipated level of Project activity, and the appropriate level of support to carry out that activity.

The contract was signed at the last hour, and established that the Project would carry on at full operation through the sixth year, and then begin to taper off until the Field Office closed in mid-1995. The final bookkeeping necessary to close the Project would be completed thereafter so that the Project would be closed by the end of September 1995. The Institute for International Education (IIE) and Aurora Associates had their subcontracts amended to reflect these realities, with IIE receiving additional funds because of the continued high level Fellows training activity to support and monitor.

Also in March, word was received from AID that Project Implementation Orders (PIO) funded by 1987 monies could not have any further charges filed against them after September 1993. Both the Core Contract and numerous Delivery Orders were funded by 1987 monies. To avoid losing those funds, plans were made to shift funding and find ways to speed up spending so that final charges could be placed against those funds in time to have them processed before the end of September. By the middle of April, when much of the planning had been completed, word was received that the anticipated restrictions in the use of 1987 monies would not take place.

The planning exercise did have some use as it focussed again on the need to continue the deobligation process so as to close out completed activities and free funds for use elsewhere. In July, a request to close 15 Delivery Orders and 10 additional PIO/Ps was presented to USAID/Malawi for processing. It represented a total release of \$154,778, which could then be reprogrammed on other activities. A second request was being prepared for additional closings, and will be presented by mid-September.

Amendments were prepared, signed, and received during this period to close-out Project activities, and to provide funds for activities to continue where initially anticipated budgets were not

sufficient. (Set figures are used for two year technical assistants (TA) and long- and short-term Fellows training, and need to be adjusted once the TA is hired or the Fellow accepted and placed for studies.) The following amendments were received during this six month period:

<u>D.O.</u>	<u>Purpose</u>	<u>Amount</u>
7	Amend. 5 TOT course for DEMATT staff	\$ 2,500
19	Amend. 4 Transfer funds for secret'l support	--0--
20	Amend. 3 Fellows Training Adjustment	4,614
36	Amend. 2 Fellows Training Adjustment	1,714
38	Amend. 2 Fellows Training Adjustment	(509)
39	Amend. 5 Fellows (7) Training Adjustment	(3,447)
47	Amend. 3 Fellows Training Adjustment	36,371
49	Amend. 4 Fellows (4) Training Adjustment	135,977
50	Amend. 3 Fellows (1) Training Adjustment	25,000

In addition, three amendments were prepared for signature but had not been returned before the period ended:

20	Amend. 4 Fellows Training Adjustment	41,700
39	Amend. 6 Fellows Training and Nguyen Extension	(46,930.76)
45	Amend. 3 Extension of Kristine de Queiroz	79,334

Local currency expenditures received more of a focus during this period as the Project begins to look towards completing its activities. Quarterly reports were prepared by the Field Office and by DPM&T and reviewed by USAID in April and August. The August meeting went into greater depth as USAID's new Comptroller, Mark Powdermaker, wanted the opportunity to meet with both the Project's and DPM&T's staff on local currency reporting. For that meeting the Project prepared a brief analysis of what the various sub-activities were, how they were progressing against anticipated budgets, and what the projections were for funds to complete the

activities. The analysis showed that there were some funds that could be used for additional activities.

Visits to Project activity sites on June 15-16 and June 21-3 with USAID staff provided an opportunity to familiarize the new Project Deputy Director, Simeon Mawindo, with Project activities and to discuss with principal staff at each activity both the current state of that activity and what future plans might be. In some cases it was also possible to meet with Fellows who had completed Project-funded training and find out how that had been useful to the organization. The results of these visits informed the Working Group discussions in July and August.

The major focus on those visits, and in the Working Group meetings, was the University of Malawi and its Chancellor, Polytechnic, and Center for Social Research campuses. A previously requested audit of the local currency expenses had indicated that there were funds at the University which had not been expended for their intended purposes and need to be returned. That also suggested that there was a lack of agreement between the Project and the University on the goals and purposes of the Project's activities at the University.

Discussions with Dr. Kandoole, Vice Principal, and Mr. Chipungu, Registrar, at the University centered on refunding the unused monies, establishing the Coordinator of Women's Programs position and office, implementing changes reflected by the Tracer Study activity, and the construction of dormitories for women. Various recommendations from the Tracer Study, and subsequent workshop, will be discussed by the Academic Affairs Committee.

Dormitory space is needed for women, especially since the Project has been bringing in women through fellowships for women to study in non-traditional fields. It was agreed that since the University also receives funds for these same women from the

Government of Malaŵi, the HRID funds could be used to match University funds applied to dormitory construction. The Project also offered to raise the number of scholarships for women to 75 per year.

Another area in which the Project provided assistance was in the planning for additional computer hard- and software in support of the DPM&T MIS activity. Initial discussion of needs and purposes took place in March, with a preliminary list of supplies developed for discussion thereafter. It was agreed that the Project should supply a technical advisor to DPM&T for the MIS activity. One of his first acts was to review the proposed lists and make final recommendations for what USAID should purchase.

Promoting Health Interventions for Child Survival (PHICS)

In April, the Project Office prepared and submitted to USAID a status report of PHICS Delivery Orders and funding. The Project prepared the materials for the review, which not only looked at what had been done, but also what options there might be for the remainder of the Project. The discussions informed later decisions about options in extending technical assistants and bringing in new ones. In May, Project Coordinator Rudi Klauss visited the Polytechnic to investigate the status of the certificate programs offered in Laboratory Technology and Environmental/Public Health for future possible PHICS support.

There were no amendments to PHICS Delivery Orders this period. As the Project begins to end its activities, very little new implementation is likely. There will be more coordination on precisely how to use remaining funds to the best advantage of the goals of USAID and Government of Malaŵi.

B. RECRUIT AND PROVIDE ADMINISTRATIVE AND FINANCIAL BACKSTOPPING SUPPORT SERVICES FOR SHORT- AND LONG-TERM TECHNICAL ASSISTANCE PERSONNEL

Although the Project was entering its final two and a half years, there were still fourteen Operational Experts (OPEXer) providing technical assistance to Project activities at the start of this period. Four OPEXers finished their assignments, three new ones began theirs, and recruitment was begun for two more in the next six months. Thus there was more for both Project offices to do with recruitment, orientation, settling-in, and returning home than was previously anticipated.

At the beginning of March the University approved the appointments of Paula Tavrow (D.O. #42) and William Burmeister (D.O. #41), both of which had been in process since December. Ms. Tavrow completed AED orientation in Washington left for Malawi to take up her appointment as a Health Researcher at the Center for Social Research on March 31. As Mr. Burmeister was teaching, he and his wife were not able to attend orientation and depart until mid-May. He began his appointment to the Public Administration department at Chancellor College, where he will be assisting the continuing development of the Personnel Management specialty, on May 19, 1993.

Following an evaluation of the MIS activity at the Department of Personnel, Management, and Training (DPM&T), USAID and DPM&T agreed that the best way to consolidate and move forward with development of the system was to bring in a technical advisor who had experience with personnel systems, work in a developing country, the PC environment, and D-Base. A short list of candidates had been prepared and consensus developed on the prime candidate when he had to withdraw.

This period began with a reopening of the search process. On April 3, Dean Salpini of the AID Office of Information Resource Management (IRM), and Kurt Moses and John Hatch of AED interviewed three candidates and nominated George Caldwell as the best qualified for the position. Mr. Caldwell and his wife completed orientation on June 14 and departed to take up his fifteen month assignment. He spent his first six weeks getting an overview of the needs of the system and advising on the final configuration of the procurement of equipment needed to consolidate and expand the system. Since then he has been working on translating the current system into D-Base in preparation for later interfacing with other government agencies.

Three OPEXers completed their contracts this period:

<u>Name</u>	<u>Position</u>	<u>D.O.</u>
Raymond LaPointe	Curriculum Advisor, Min. of Works	19
Aaron Adiv	Transportation Economist, Chancellor	20
Robert Edwards	Chemistry Professor, Bunda College	39

Mr. LaPointe's assistance was terminated two months earlier than had been initially anticipated as there was no advantage seen to keeping him on the job longer. Three volumes of training materials were produced for the Ministry at the end of his assignment. The final report of Joseph Rajbansee (D.O. #41) was received and sent to Malaŵi in July, ten months after he had completed his assignment.

Three OPEXers had their contracts extended:

<u>Name</u>	<u>Position</u>	<u>Extension</u>	<u>D.O.</u>
Vu Nguyen	Agro. Mechanics, Bunda	two years	39
Karin Hyde	Educ. Researcher, Cen.Soc.R.	one year	42
Kristine de Queiroz	Surg. Nursing Instr., KCN	10 1/2 months	45

Dr. Nguyen's family will be joining him in September for the duration of the extension. The Center for Social Research has

indicated that Dr. Hyde's position has proved to be so important that the University will be regularizing it beginning in the 1995 academic year.

The OPEXers currently in Malaŵi at the end of this period were:

<u>D.O.</u>	<u>OPEXer</u>	<u>Position</u>
9	Joseph Caldwell	MIS Advisor to DPM&T
32	James Hellerman	Medium Enterprise Advisor, DEMATT
39	Barbara Sulanowski	Development Communications, Bunda
39	Ellaline Roy-Macaulay	Home Economics, Bunda College
39	Vu Nguyen	Math/Mechanics, Bunda College
39	Raziq Qazi	Irrigation Engineering, Bunda
41	William Burmeister	Personnel Administration, Chancellor
42	Karin Hyde	Educ. Researcher, Ctr. for Soc. Res.
42	Paula Tavrow	Health Researcher, Ctr. for Soc. Res.
45	Kristine de Queiroz	Med. Surg. Nurs., Kamuzu Col. of Nur.

There has not been much short-term technical assistance provided during this period. Laurel Druben (D.O. #31) completed her assistance to the Malaŵi Chambers of Commerce and Industry (MCCI), developing a revised statement of purpose and five year work plan in early March. While it was anticipated that she would return in August to assist the new Director with establishing processes for implementing new structures to achieve the five year plan, a delay in having the Director in place has postponed her visit until a later date.

Other assistance includes the provision of support to Ed Compton in the design of workshops on implementing the gender awareness plans of the National Commission on Women in Development (NCWID), which will be offered in early September under D.O. #33. Mr. Compton's assistance was purchased from the GENESYS Project by USAID with HRID funds. Backstopping by Kurt Moses to the procurement of the computers for Bunda College (D.O. #39) and

Vivian Toro to the DPM&T MIS effort (D.O.#9 and #11) was provided over this period from the Academy for Educational Development.

Promoting Health Interventions for Child Survival (PHICS)

Jack Farmer (D.O. #25), Surface Water Engineering Specialist for the Ministry of Works (MOW), was the only PHICS-funded OPEXer to complete his assistance this period. Initially it was thought that his services would be requested for a fourth year, but when the proposed term was reduced to four months, he decided that he would not stay beyond his April 22 anniversary date. He visited the Home Office in early July to turn over final receipts and close his accounts.

The two OPEXers working in the Ministry of Health (MOH) under D.O. #44, Mary Stephano and Anne Bauer, were extended for three and two months respectively. Dr. Bauer will complete her work as a Curriculum Development Specialist in October and Dr. Stephano's position as Manpower Planner will end in November. OPEXers serving under PHICS funding at the end of this period were:

<u>D.O.</u>	<u>OPEXer</u>	<u>Position</u>
29	Ciro Franco	Epidemiological Advisor, MOH
44	Mary Stephano	Manpower Planning, MOH
44	Annabel Bauer	Curriculum Developer, MOH

Completion is pending for the recruitment of technical assistants for MOH and MOW. The MOW position, for a water engineer, is envisioned to be for four months initially, and then for a year if there seems to be justification for it. The MOH position would be for a year, for an MIS specialist to assist in the development of project and personnel tracking systems. Candidates for these positions will be sent to USAID in September.

C. PLACE, MANAGE, AND SUPPORT ALL OVERSEAS PARTICIPANT TRAINING IN THE U.S. AND OTHER COUNTRIES.

The Institute for International Education (IIE) continues to support all Thomas Jefferson Fellows (Fellows) studying in the USA. The Field Office provides support to two participants studying at Kamuzu College of Nursing and one studying in Botswana. No new long-term Fellows were placed during this period, though there were a few on short courses and study tours, both in the USA and in Africa. As the number of returned Fellows increases, some of the focus has shifted to examining what participant training has meant to the capacity of the institutions which sent the individuals for training. During visits in June to Project clients, Dr. Klauss and Mr. Mawindo asked questions to determine what difference the training has made.

To support and encourage reflection on the purpose of their training, the Project has an annual Awards Banquet which recognizes those who have recently completed their studies, and occasional "reunion" meetings at which there are outside speakers addressing issues of current and general interest to the Fellows. The Awards Banquet, which was held in Lilongwe on May 12, and featured Fellows Coordinator Dorothy Anderson of IIE speaking on the history of USAID sponsored participant training in southern Africa, was attended by over seventy people. Two other meetings were held in Blantyre, the first in March at which 20 people heard a presentation by MCCI consultant Laurel Druben on international investment options for Malaŵi. The second featured Jennifer Bisgard, USAID/Pretoria Human Resources Specialist, speaking on the role of NGOs in South African education, and was attended by over 40 people.

Support to Fellows by the Home Office normally includes seeing that they get paid, reviewing their programs and performance of

study, and answering logistical questions. The Field Office gets involved when there are special requests for support: when a Ph.D. candidate goes to Malaŵi to carry out research, amending PIO/Ps to cover changes in costs of training, and assuring that the Fellow has returned to carry on their work. Special efforts this period included supporting Naomi Ngwira's data collection for her Ph.D. in Economics through April, arranging for a video tape to be produced and shipped to Robert Salama on macadamia nut production in Malaŵi to be used as a part of his Master's thesis in Business, and arranging for the approval of a request of Maxwell Mkwezalamba's family to remain with him in the USA through August 1994.

Four Fellows had their requests for extensions for completing their degrees moved until December 1993: Molland Nkhata (M.A., Communications), Wellam Kamthunzi (M.A. Agricultural Engineering), Joseph Chikagwa (M.A. Communications Engineering), and Andrew Safaloah (M.A. Animal Husbandry). Florence Tsakela (M.A. Public Health) and Agnes Jonas (M.A. Hospital Administration) were extended until August 1994. Andrew Dimba has requested that he be allowed to extend from August 1995 through December 1995. Four Fellows completed their studies and returned home:

Mary Chimwele	Nursing Officer Min. of Health	M.A. Public Health West. Michigan Univ.
Sam Gunde	Admin. Asst. Malaŵi Broadcasting	M.A. Public Admin. Univ. of Pittsburgh
Olive Khakome	Asst. Lecturer Kamuzu College	M.A. Allied Medical Catholic University
Robert Salama	Marketing Officer Mal. Exp. Pro. Cou.	M.A. Int'l. Trade Oklahoma City Un.

It was planned that five members of the Bunda College of Agriculture would make study tours to visit their faculty members in training and review what is being taught in their fields so that they could upgrade and better prepare advanced degree programs at Bunda. Two of the visits were postponed to a later time, and Dr.

Kasomekera, Principal of the college, will begin his trip in September. Dr. Peter Makhambera, Dean of the Faculty, and Dr. Vincent Saka, Head of Crop Production, began their visits in August.

Fellows studying under HRID scholarships at the end of this period were:

<u>D.O.</u>	<u>Fellow</u>	<u>Program</u>
49	James Bokosi	Ph.D. Crop Breeding University of Nebraska-Lincoln
45	Marcia Chalanda	M.A. Nursing Virginia Commonwealth Univeristy
46	Joseph Chikagwa	M.A. Commun. Engineering N.C. Agr'l & Tech State University
50	Nyson Chizani	M.A. Computer Science Jackson State University
22	Henry Gaga	M.A. Agriculture (Food Sci) Tuskegee University
45	Agnes Jonas	M.A. Hospital Administration Indiana University at Indianapolis
45	Peter Kachimanga	M.A. Hospital Administration New School for Social Research
5	Mary Kachingwe-Sisya	M.A. Nursing Catholic University
45	Rosemary Kalea	M.A. Nursing Wayne State University
39	Wellam Kamthunzi	M.A. Agricultural Engineering University of California/Davis
37	Mildred Kenala	B.A. Nursing Ball State University
49	Jeremy Likongwe	Ph.D. Forestry Penn. State Univ. - University Park
49	Orpah Maganga	M.A. Textile Science Kansas State University

5	Mary Mkali	M.A. Nursing Hampton University
39	Patricia Mkandawire	Ph.D. Family Rel. & Child Dev. Virginia Poly. Inst. & St. U.
20	Maxwell Mkwezalamba	Ph.D. Economics University of Illinois/Urbana
39	Peter Mumba	Ph.D. Chemistry Kansas State University
7	Naomi Ngwira	Ph.D. Agri. Economics Michigan State University
46	Molland Nkhata	M.A. Mass Communications University of Iowa
52	Disher Pindani	M.A. Public Administration Virginia Commonwealth University
39	Andrews Safalaoh	M.A. Animal Husbandry Oklahoma State University
37	Henry Sefu	B.A. Medicine Howard University
45	Florence Tsakala	M.A. Public Health Indiana University at Indianapolis
45	Maurice Zulu	M.A. Public Health Washington University

In addition, three students are studying at KCN under local currency scholarships: Ellen Mbwera, Address Mgawi, and Ivy Lekera.

Promoting Health Initiatives for Child Survival (PHICS)

The Project has been trying, unsuccessfully, to find placements within Africa for up to five Nursing educators from the Lilongwe School of Health Sciences in B.Sc. Nursing programs. While there had been hope that Nigeria would be able to take them, that did not work out. Because of the opening of South Africa, a variety of efforts were directed towards schools there, including

requests by Ms. Jean Phiri, Deputy Secretary for DPM&T, when she was there for a conference. Additional activities included approval of J.K. Banda's request for research funds, and the approval of Andrew Dimba's transfer to Howard University to complete his B.S. in Medicine.

Catherine Chiphazi (D.O. #47) completed her studies at Kamuzu College of Nursing in August and received her B.Sc. in Nursing. She has rejoined the KCN faculty. Fellows studying under PHICS-funded scholarships at the end of this period included:

<u>D.O.</u>	<u>Fellow</u>	<u>Program</u>
47	Andrew Dimba	B.A. Medicine, Howard University
47	A. Kamperewere	B.A. Sanitation, Washington St. Univ.
47	Amose Kudzala	B.A. Sanitation, Md. Univ.-Eastern Shore
47	Allen Macheso	B.A. Public Health, Ball State Univ.
47	Alfred Phiri	B.A. Sanitation, Washington St. Univ.
47	Henry Sefu	B.A. Medicine, Howard University
47	Tannesh Masache	M.A. Community Health, No. Iowa Univ.
47	Evelyn Munlo	M.A. Health Curr. Plng., Hampton Univ.
47	Wilfred Nkhoma	Ph.D. Public Health, Tulane University
47	John K. Banda	Dip. Library Science, Univ. of Botswana

D. ASSIST IN-COUNTRY INSTITUTIONS TO ORGANIZE AND CONDUCT IN-COUNTRY TRAINING ACTIVITIES.

Primary focus during this period has been on the University of Malaŵi, with lesser focus on the Ministry of Local Government and other ministries and parastatals. Assistance has been a combination of technical assistance, participant training and some commodities for training, plus infusions of local currency for various activities of the University. As the Project moves towards its conclusion, strengthening the capacity for in-country training is likely to be an increasingly important part of the HRID Project's intent.

The University was the first recipient of HRID funds, given to support a Tracer Study of graduates (D.O. #1). The purpose of the study was to determine how well the university was preparing the students for a changing Malaŵi and to collect information which might assist the University with academic planning. A workshop in the fifth year of the Project helped to focus the results of the study on possible changes by the University in its offerings and approaches to academics. During the four or five visits made by the Project staff to the University this period, questions were asked about what actions were being taken based on the Tracer Study Report and workshop.

Technical assistance to Chancellor College now consists only of Mr. Burmeister (D.O. #41) who has just begun a two-year appointment to the Public Administration department to further the development of the Personnel Administration major. Disher Pindani, member of the department, is currently earning an MA in order to assist with leadership of the program. The Project has also been negotiating with the University to use scholarship funds for women in non-traditional studies as matching grants to University funds to build dormitories for women students at Chancellor.

Kristine de Queiroz (D.O. #45) has had her contract extended for another year at the request of Kamuzu College of Nursing (KCN). Ms. de Queiroz, a Visiting Lecturer in Medical-Surgical Nursing, has more recently been assisting KCN to transform its diploma course into a B.Sc. in Nursing. One of the KCN staff sent for an MA, Olive Kakome, returned at the end of this period while others studying for M.A.s and Ph.D.s have yet to return. About \$200,000 worth of instructional supplies were purchased and shipped to the college during this period. While they were primarily laboratory and classroom teaching aids, there were also computers for the staff. These commodities will be used at both the Lilongwe and Blantyre campuses.

Robert Edwards, one of the six OPEXers at Bunda College (D.O. #39), returned to the US after two years, while Vu Nguyen had his contract extended for two more years. The Principal, Dr. Kadsomekera, and four other faculty members have or will be making study tours to visit faculty members studying in the U.S. and to assess what Bunda ought to be doing with its own programs to remain current in addressing the changing needs of Malaŵi. While Bunda has readied the new room for the long anticipated arrival of computers for instructional purposes, there continues to be delays in getting the computers to the college. They are now expected to be shipped in October.

While the Local Currency account of the Project is administered by USAID and DPM&T, the Project Office has responsibility for assisting in tracking the funds, monitoring and advising on their expenditure, and helping the recipients to best use them. Significant funds have gone to encourage 57 women students to enroll in fields of study not normally chosen by or open to them. As the funds are not strictly needed by the University to support the women's study, the Project has suggested and urged that they be used as matching funds for the construction of dormitories for women. The Local Currency account has also been

used to support professionals enrolled in the Personnel Administration degree program at Chancellor College.

Two certificate programs at the Polytechnic and Malaŵi College of Accountancy (MCA), designed to attract unemployed, recent liberal arts graduates, have been supported for three years by the Local Currency account. The Marketing Conversion program has been quite successful, with HRID participants graduating and finding positions equally with those regularly enrolled in the program. The Accounting conversion program has not been as successful, with many of the HRID-supported students using it as a way-station for any employment. As it does not lead to the ACCA Level I certification as it does for those regularly enrolled at MCA, there is an additional disincentive to complete the program. The program is to be discontinued when the current enrollees complete their studies.

The Certificate in Marketing conversion program, which is administered by the Management Center at the Polytechnic, has had 100% employment of the graduates, including four who have established a consulting group at the Management Center. The HRID Project will continue to support the program if the Management Center will designate a Director and provide quality faculty who agree to teach the courses in the future.

In addition, the Project has been providing support to the Certificate in Financial Management program. This program was designed to strengthen business and parastatal organizations through a program of study for employees. It has been well subscribed to, and is meeting the needs of both the employers and their employees.

During this period, Project staff visited the Bachelor of Public Administration for Personnel Management, Master's in Sociology (Women in Development), and Master's of Economics

programs at Chancellor College. Their development has been assisted by the Project through technical assistance, staff training and minimal equipment and books. The B.P.A. had 17 of 19 enrolled in the first year pass and has 18 currently enrolled. Being employed professionals, they found student life more spartan than they were accustomed to. The HRID Working Group turned down their request for special financial consideration, while sympathizing with their problems. Of five in the first group admitted to the Women in Development (WID) program, one passed and two are resubmitting their papers; the other two probably will drop out. There are four in the second enrollment and three in the most recent, two of whom are from Tanzania. The WID program is benefitting from the return of Flora Sambunkunzi, who completed her M.A. and returned from the U.S. in the past year. The Project hosted a social gathering for B.P.A. and WID students and their faculty on June 15. There are twelve in the first group of Economics MA students and they went to Nairobi after the first two semesters to join students from other African universities for twelve weeks of courses.

The Project has also been assisting the Associated Chambers of Commerce and Industry in Malaŵi, recently renamed the Malaŵi Chamber of Commerce and Industry (MCCI), the Development of Malaŵi Trader Trust (DEMATT), and the Electrical Supply Company of Malaŵi (ESCOM) with the development of their capacities to provide training and assistance to Malaŵians and businesses in Malaŵi. Under D.O. #21, the Project provided Todd Smith to help ESCOM develop and establish a Switch-gear training program. The program has since graduated 43 people, nine of whom came from outside of ESCOM. Dr. Klauss has been regularly invited to the graduation exercises. DEMATT has received technical assistance for small to medium enterprise development (Jim Hellerman, D.O. #32), agro-industrial training and development (Ken Allen, D.O. #8), and general management development (Ron Shultz, D.O. #8). DEMATT has also received MA degree training for three of its staff and some

equipment and a vehicle. At the end of Mr. Hellerman's three year assignment the HRID Project concludes its work with DEMATT. MCCI has been receiving short-term assistance from Laurel Druben (D.O. #31) towards revising their charter and establishing a five-year plan. Both were completed and adopted during this period, and during August 1993 a new Executive Director was selected. When he is in place for a few months, Ms. Druben will return for 3-4 weeks to assist with institutionalizing a revised strategic and management plan.

Assistance has also been provided to the Ministry of Local Government (MOLG) and the Ministry of Works (MOW) to develop their training capacities. Raymond LaPointe completed his work as Curriculum Developer to MOW under D.O. #19 in March. The Project turned over to MOW ten three-volume sets of training materials he developed for use in regional training centers and one volume of reference material. Quarterly review meetings with MOLG and USAID were held in March and June to review the progress on the development of the Accounting and Financial Management Training Manual and a Local Councilors Handbook (D.O. #15). The latter was distributed to three councils for field testing in June and returned in August with comments to be used for revision. A draft of the former was critically evaluated at a workshop in April and then sent to be drafted in May. For both MOW and MOLG, the expectation is that the materials produced will greatly assist both ministries to provide consistent, specific, and relevant training to district and village level personnel.

The National Commission on Women in Development (NCWID) and DPM&Ts MIS activity also received assistance in developing their training capacities. Under D.O. #9, Metamorfix completed its assistance to the development of the MIS software in March. By late August, the team was planning a workshop to be given to those in other ministries who will be using the MIS programs for personnel tracking. After two workshops to define its approach

and work plan for the next five years, NCWID (D.O. #33) began in July to develop the first of its workshops for others. In early September the Project will support a one week NCWID workshop for Desk Officers and a one-day workshop for Principal Secretaries on the implementation of the NCWID agenda. Project funds have also been used by NCWID to train its own staff through the Master's in Sociology program on Women in Development at Chancellor College.

Promoting Health Initiatives for Child Survival (PHICS)

Annabel Bauer (D.O. #44), whose contract has been extended through October, has been helping the Ministry of Health's (MOH) Lilongwe School of Health Sciences to define training needs more precisely and then to develop curriculum to meet those job expectations. The result of her work will be both new curriculum materials and staff trained to be able to update and develop materials for future needs.

E. PREPARE DETAILED SPECIFICATIONS FOR AND PROCURE COMMODITIES

There were three main activities during this period: the development of specifications for and procurement of instructional materials for the Kamuzu College of Nursing (KCN) under Delivery Order #51; the completion of the procurement of computers for instructional purposes for Bunda College of Agriculture (Bunda) under D.O. #39, and the development of specifications for additional hard- and software for the DPM&T MIS effort which, except for a few small items, will be purchased by USAID. The Center for Social Research was also encouraged to refine its plan to buy PCs and supporting software for research needs, and submit it to the Project for procurement under D.O. #42. Finally, back-ordered photocopiers, one each for the Ministry of Local Government (D.O. #15) and the Department of Public Administration at Chancellor College (D.O. #41) were received and delivered in March.

Three Requests for Procurement (RFP) were issued in November 1992, but because of the difficulty in finding some of the material specified, bidders asked for or suggested alternatives. Final resolution of the description of the materials needed for Kamuzu College of Nursing was made at the beginning of March, and proposed contracts for the selected vendors were forwarded to USAID's Contracts Office in Nairobi for approval in April. By the middle of May the contracts were signed. To speed up the shipment and allow KCN to inventory and accept the numerous items arriving, the items were sent in four shipments, the first two of which arrived in June, the third in July, and the last in August. As small scale vendors were used, this pattern also allowed them to receive their payments more rapidly. Official acceptance of the last shipment is expected in September.

The procurement of the Bunda computers had already been a long drawn out affair when the period began, complicated by the rapid

evolution of computer design during the process which required the replacement of the original computers bid by those two generations newer. This period began with the submission of the proposed contract to USAID/REDSO offices in Nairobi for approval, a contract which had just been vetted by the AID IRM Offices at the request of USAID/Malawi. The contract was approved in April and submitted by Aurora Associates to the vendor for acceptance. After some negotiations the contract was agreed upon at the end of May and signed June 15, with the first shipment expected during the first week of July. More discussions took place about the funding process and with bankers on the arrangements for letters of credits, so that the period ended with the shipment date currently expected to be in the second week of September.

With the possible exceptions of the additional computer related items for the Center for Social Research, a few back ordered items and occasional parts for the Field Office equipment, these should be the final two procurements for the Project. Procurement was expected to be a minor part of the Project's activities, with only occasional supplies to strengthen various targeted components of the Project to better support management and training capacities. While this has remained true, the importance attached to the items has raised their procurement to high visibility throughout the Project.

F. REPORT TO THE GOM AND USAID/MALAWI ON PROJECT IMPLEMENTATION

Regular formal reports completed this period included the previous Semi-Annual report, two sets of quarterly reports on technical assistance and expenses, Gray Amendment, Historically Black Colleges and Universities, and other standard quarterly reports. Vouchers with special line-item expense back-ups were prepared monthly. An annual Property Report was prepared and submitted to USAID, as were receiving reports for equipment and supplies purchased by the Project in support of various Project activities. The Field Office also prepared an annual review of Local Currency expenses, and assisted DPM&T in the preparations and presentation of the Local Currency quarterly reports.

The one special report prepared was requested by USAID and grew out of a Congressional question about how much Project funds had been spent on the University. The report showed that through FY 1992/3, HRID had spent \$3,436,850 and PHICS \$21,945. The Project also worked with DPM&T and USAID to assist in the audits of the HRID local currency expenditures of the University. The final reports for Mr. Mulawu's estate and for the accounting of the funds misappropriated by Andrew Mwamsambo were completed during this time.

In addition to formal reports prepared, the Project informed and involved GOM and USAID in the search for a successor to Deputy Director Patrick Mulawu, who passed away the previous September. Dr. Klauss, Bill Mvalo, Human Resources Development Specialist at USAID, and Ben Mtalimaja, Principal Training Officer at DPM&T, interviewed six final candidates in March. Simeon Mawindo was selected and began work in June. Unfortunately, the Field Office's Michael Malera died unexpectedly on June 9. As there had been an initial search to fill Mr. Malera's position in November, there were candidates who could be called upon for interviews. Mr. Ishmael Lwanja was selected as the Financial

Assistant and began work in July. The period ended with Mr. Mawindo and Mr. Lwanja having a general orientation to their roles and the needs of the Project. Further orientation on financial accounting will be provided by John Hatch during his visit in September.

G. REPORT ON THE GOALS OF THE PREVIOUS SIX MONTHS

1. Complete the staffing of the Field Office. In March, Rudi Klauss (HRID), Sam Mvalo (USAID), and Ben Mtalimanja (DPM&T) interviewed six finalist candidates for the Deputy Director position. Simeon Mawindo was selected in April and began work in June. Mr. Mawindo had recently worked on a World Bank project and had a distinguished career in the Ministry of Education.

The unexpected death of Financial Assistant Michael Malera on June 9 was a blow to the Project, and meant that candidates for that position had to be solicited and interviewed. In July, Ishmael Lwanja joined the Project, which brought the Field Office staffing to its proper level.

2. Close out Delivery Orders and PIOs as soon as it is feasible. In July the first new request for close-outs was sent to the Field Office, representing a net of \$154,778.60 to be deobligated from 15 Delivery Orders and 10 PIOs. A further request was being prepared as the period ended. A plan was made to review the status of previously requested deobligations, along with the whole process relating to deobligations, when John Hatch is in Malaŵi in September on his annual trip.

3. Complete OPEXer recruitment, orientation and placement. The two candidates awaiting University Of Malaŵi approval received it in March. Paula Tavrow departed at the end of that month to assume her position at the Center for Social Research, where she will specialize in health issues. Because of prior teaching commitments Dr. William Burmeister and his wife could not depart until mid-May, at which time he began his work with the Department of Public Administration at Chancellor College. George Caldwell was selected in May as an advisor to the DPM&T. He and his wife arrived in Malawi in mid-June to begin his fifteen month appointment. All three newly appointed OPEXers attended an orientation at AED's office in Washington the day prior to their departure for Malaŵi.

In June USAID's HPN office suggested that they would be interested in the possibility of having two OPEXers for 12-15 month appointments; one for the Ministry of Works in ground water systems with experience with NGOs, and one with a Health MIS background for the Ministry of Health. Recruitment produced about six good candidates for each position, and their resumes will be taken to Malaŵi by John Hatch in September. It is critical that these new positions be filled as soon as possible so that they can complete their assignments before the Field Office is closed in May 1995.

4. Prepare OPEXer extensions and assist OPEXers with end-of service preparations. This goal has been achieved. When the Core Contract was signed, contract extensions were done for OPEXers whose contracts were initially limited by availability of funds. Next to be extended were those whose employers had asked for, and justified to the HRID Working Committee, the need for extensions of two months to two years, depending on the individual and the position's need.

As anticipated, there were OPEXers who departed Malaŵi during this period, and several who would depart shortly thereafter. Both the Field and Home Offices made preparations to assist the OPEXers in making a smooth transfer to their homes.

5. Complete the Bunda and Kamuzu College procurements. Unfortunately, only half of this goal was achieved. The Kamuzu College of Nursing's shipments were all in-country by the end of the period. The acceptance documents for the third and final shipment need to be completed and given a final review in order to close this activity.

In April, USAID's Contracts Office in Nairobi approved the contract for \$100,000 worth of computers and software for Bunda College. The contract was accepted by the vendor in late May. The vendor then discovered that because of the length of time it had

taken for the contract to get that far, the machines proposed were no longer available. The vendor proposed that they be replaced by more powerful machines at a slightly lower price. After some checking, it was agreed that they could be substituted for those originally proposed without having to readvertise the procurement. Aurora Associates, subcontractor for procurement, and the vendor were then unable to agree to, arrange, and establish proper financial arrangements until the end of this period. Currently, the shipment is expected to be shipped in the second week in September. It is hoped that everything will go as planned and the computers delivered and installed before the term begins.

H. Delivery orders received, active, or completed

Delivery Order #1

Active

Delivery Order #1, signed March 16, 1988, and amended August 8, 1988, February 17, 1989, and April 10, 1991, provides short-term technical experts to various public and private sector organizations in the areas of agriculture, health, transport, small and medium scale enterprises, finance, policy reform, economics, administrations, and human resources in support of the development of the HRID Project.

Delivery Order #2

Completed

Delivery Order #2, signed June 2, 1988, and amended May 1, 1989, provided funds for a period of nine(9) months for a Master's degree in Public Policy Administration at Harvard University for Mr. Mpata, the Principal Secretary, Ministry of Labor. This Delivery Order has been completed and Mr. Mpata has returned to Malaŵi.

Delivery Order #3

Completed

Delivery Order #3 , signed September 26, 1989, and amended September 14, 1990, provided funds for Deputy Secretaries Bright Mangulama, Ephron Ng'oma and Elywin Nkhoma to pursue a public management diploma at IPS, University of Connecticut. This program has enabled them to develop leadership and problem solving capabilities, modern ways for management technologies and advanced skills in management specialization. It has been completed and the Deputy Secretaries returned to Malaŵi.

Delivery Order #4

Completed

Delivery Order #4, the Polytechnic Engineering Expansion Project, provided funds to strengthen the capability of the Polytechnic in the fields of engineering, business, and vocational education through a study tour by the Polytechnic's Principal to various technical education institutes in the U.S.A. The D.O. was signed on November 16, 1988, and amended for a total of \$9,739.83. The study tour was completed in December 1988.

Delivery Order #5

Active

Delivery Order #5, signed May 17, 1989, and amended September 5, 1990, provides funds for participant training services for two persons in the area of health services: Mrs. Ida Mtimaukanena, who earned a Master's Degree in Community Health Nursing and Ms. Olive Kakhome, who is pursuing a Master's Degree in Nursing Science. The Delivery Order was amended again on June 9, 1992, and December 10, 1992, to add funds for Ms. Kachingiwe-Sisya to pursue a M.A. in Nursing and Florence Mkali to earn an M.S. in Medical-Surgical Nursing.

Delivery Order #6

Active

Delivery Order #6 signed on May 17, 1989, and amended September 3, 1992, provides funds for training services for the Department of Personnel Management and Training's Management Information System (MIS). The training is being conducted both in Malawi and in the U.S.

Delivery Order #7

Active

Delivery Order #7, signed May 17, 1989, and amended July 18, 1990, November 29, 1990, August 12, 1991, March 30, 1992, and April 27, 1993, provides funding for seven persons for the purpose of participant training in the United States and Third countries:

- Mr. Moses Kanunkha, MUSCCO - Was trained in Harare, Zimbabwe to enable him to increase his knowledge and skills for a more effective and efficient management of training functions. His program is completed.
- Mr. Vincent K. Nkunika, MUSCCO - Was trained in Harare, Zimbabwe to learn modern methods and techniques of auditing.
- Mr. Francis C. Makoza, DEMATT - Master's Degree program in the United States to improve upon his management of small and medium enterprise development. Mr. Makoza has finished his program and returned to Malaŵi.
- Ms. Linda L. Semu, University of Malaŵi - Master's Degree program in Sociology with a specialization in Women in Development. Ms. Semu has completed her program and returned to Malaŵi.
- Ms. Naomi Ngwira, University of Malaŵi - Doctorate in Agricultural Economics and Sociology.
- Mr. Anthony D. Masanza, DEMATT - Master's Degree in Human Resource Management and Development. Mr. Masanza has completed his training and returned to Malaŵi.
- Mr. Paul Lowe, MUSCCO - For short term training, which has been completed.
- Messrs. E. Chikuse, S.W. Kadzola, L.J. Kanje, and D.D.J. Silungwe of MUSCCO, all for short-term training, which has been completed.
- Messrs. Shaba and Ntambo of DEMATT, all for short-term training, which has been completed. Messrs. Likupe and Chirwa, their short-term training programs have not yet taken place.

Delivery Order #8

Completed

Delivery Order #8, signed May 17, 1989, and amended May 29, 1990, June 17, 1991, July 19, 1991, and June 19, 1992, provides funds for long-term technical assistance to the following: University of Malawi's department of Sociology to develop a program in Women in Development (Dr. Jean Davison); DEMATT's Agro-Industry sector to develop training programs along with assisting and advising DEMATT staff (Mr. Ken Allen); DEMATT, to develop and implement staff development programs (Mr. Jerry Schultz). All three have completed their work.

Delivery Order #9

Active

Delivery Order #9, signed May 17, 1989, and amended December 27, 1991, funds short-term technical assistant services provided primarily by Mr. Eric Eno, Ms. Barbara Brown, and Ms. Vivian Toro to develop MIS software and to manage the MIS training program for the participants of Delivery Order #6.

Delivery Order #10

Completed

Signed on May 17, 1989, Delivery Order #10 provided funds for the short-term technical assistance, (Ms. Kristina Engstrom), to design a course in the area of determining needs assessment techniques, participatory training techniques, adult education theory and evaluating the impact of training, for DEMATT.

Delivery Order #11

Active

Delivery Order #11 was signed on May 17, 1989 and amended July 18, 1990. It was created for the purpose of providing the necessary funds for commodity procurement services. The funding is being used for the purchases of microcomputers, printers and accessories, software programs, diskettes, supplies, books, and other computer accessories for Malaŵi College of Accountancy and the Department of Personnel and Management Training (DPM&T).

Delivery Order #12

Completed

Signed on May 17, 1989 to provide funds for commodities procurement services to Center for Social Research (University of Malaŵi), Chancellor College (University of Malaŵi) and DEMATT. The commodities include microcomputers, printers, supplies, photocopiers, books and publications and audiovisual training equipment.

Delivery Order #13

Completed

Signed on June 14, 1989 to provide funding for Mr. Gilbert G. Lengu the Assistant General Manager in the Reserve Bank of Malaŵi to get a Master's degree in Public Policy and Management Program at Harvard, beginning June 26, 1989. He completed his program in June 1990.

Delivery Order #14

Completed

Was signed on June 14, 1989, and amended September 10, 1990, to provide funds for Mr. Zanazana D. Chikosi of the Ministry of Finance, to participate in a workshop on Budgeting in Public Finance, at Harvard Institute for International Development, from June 26 - August 5, 1989.

Delivery Order #15

Active

Delivery Order #15, signed September 18, 1991, and amended January 20, 1993, provides for Peter Efange to serve as a Training Advisor to the Ministry of Local Government in Malaŵi. Mr. Efange helped to establish a training management program within the Ministry. The Delivery Order also provides for commodities and support to local training efforts.

Delivery Order #16

Completed

Signed on August 11, 1989, and amended August 5, 1991, provides funds for Mr. Richard A. Banda, Judge of the High Court and Supreme Court of Malaŵi, to attend a seminar on Administration of Justice and Constitutional rights, from October 30 - November 17, 1989.

Delivery Order #17

Completed

D.O. #17 was signed on October 11, 1989, and amended 16; 1990. It was developed to provide funds for Miss. Jean Phiri to participate in the Human Resources and Personnel Management program at the University of Pittsburgh from October 2 - December 8, 1989.

Delivery Order #18

Completed

Signed on October 11, 1989, and amended September 10, 1990. D.O. #18 provided funds for Mr. Symphorian Liwimbi to attend a seminar on Privatization Strategies. The conference was held in Washington, D.C.

Delivery Order #19

Active

Delivery Order #19, signed November 15, 1989, and amended four times for a total of \$591,878 provides funds for several activities under the Ministry of Works: A Data Processing Advisor for a period of two years (Hugh Gibson); two short-term management advisors (Jerald DeJaager and Terrence O'Connor); study tours in the U.S. for two senior officials (Mr. Sydney Mainala and Mr. Kandulu Banda); curriculum development specialist for one year.

Delivery Order #20

Active

Delivery Order #20, signed November 15, 1989, and amended April 4, September 11, 1992, and June 14, 1993, provides funds for four activities for Chancellor College. In addition to supplies and a long-term technical assistant in Transport Economics, Dr. Aaron Adiv, D.O. #20 provides support for Mr. Maxwell Mkwezalamba to pursue a Ph.D. in Economics and Ms. Flora Sambakunsi to obtain a Master's Degree in Economics, with a focus on Transportation Economics.

Delivery Order #21

Completed

Delivery Order #21 was approved to fund the Electricity Supply Commission for Malaŵi. The support includes funding for Commodities and a one year technical assistant, Tod Smith, to provide training in Switchgear Operations. Delivery Order #21 was signed on November 15, 1989 and amended twice for a total of #240,525. All requested commodities were provided and Mr. Smith completed his assignment in December 1991.

Delivery Order #22

Active

Delivery Order #22, signed November 15, 1989, and amended July 18, 1991, October 16, 1990, July 19, 1991, and December 12, 1992, provides funding for eleven participant trainees to come to the United States to study.

- Justine W. Nyondo, Department of Personnel Management and Training (DPM&T). Mr. Nyondo has completed a Master's Degree in Personnel Management of Human Resources with an emphasis on organizational behavior and development.
- Bridget T. Chiwaula, Office of the President and Cabinet. Ms. Chiwaula has received her Master's Degree in Communication.
- Florence K. Msauka, Ministry of Justice. Ms. Msauka attended a program on Management and Personnel Development.
- George Fikilini Banda, Ministry of Forestry and Natural Resources.
Mr. Banda attended courses directed toward Personnel Management.
- Alumbeni Mkoko, Department of Personnel Management and Training. Mr. Mkoko studied Management Development for use at DPM&T.
- Ernest H. B. Sambo, Department of Personnel Management and Training. Mr. Sambo attended a nine-month program on Personnel and Human Resource Management.

- Tipu Isaac Mchimika Vareta, Ministry of Trade, Industry, and Tourism. Mr. Vareta participated in a three-month training program covering trade policy, trade negotiations, management of trade, investment, privatization, and tourism.
- Robert D. Salama, Malaŵi Export Promotion Council. Mr. Salama is to receive a Master's Degree in International Trade and Business with an emphasis on export trade promotion strategies from a developing country perspective.
- Charles P. Msosa, Department of Personnel Management and Training. Mr. Msosa has completed for his Master's Degree in Personnel and Human Resources Management. The program had a special emphasis on organizational behavior and development.
- Godfrey Pida, Secretary of the Public Services Commission, OPC. Mr. Pida received a diploma in Leadership and Human Resource Management from Goldey-Beacon College.

Delivery Order #23

Completed

Delivery Order #23, signed November 6, 1989, and amended by \$26,252 on July 19, 1991, provided funds for Ms. Effie Liabunya to receive a Master's Degree in Nursing. She has completed her studies and returned to Kamuzu College of Nursing in the field of Midwifery.

Delivery Order #24

Completed

Delivery Order #24, signed November 6, 1989, and amended to deobligate \$1,451 on July 19, 1991, funded Mr. Emmanuel Gondwe's Master's Degree in Rural Development. Mr. Gondwe was replaced by Mr. Luke Banda, who has since completed his studies.

Delivery Order #25

Active

Delivery Order #25, signed January 16, 1990, provides funds from the PHICS Project for long-term technical assistant Jack Farmer, a Water Engineer, who helps The Ministry of Works, Rural Water Section, for a period of three years.

Delivery Order #26

Active

Delivery Order #26, signed March 23, 1990, and amended by \$67,725 on April 9, 1991, provides funding for pre-departure activities for Malaŵians going overseas for long-term training. Activities include: processing of files and placement of the participants; computer and typewriter training in Malaŵi; pre-departure orientation: participant funding for annual conferences during study in the U.S. and international travel for GOM guest speakers; post-training and follow-up activities for returned participants.

Delivery Order #27

Completed

Delivery Order #27, signed March 5, 1990, provides funds for the pre-placement activities of registering HRID participants in the ETS examinations prior to their placement in U.S. training institutions.

Delivery Order #28

Completed

Delivery Order #28, signed March 26, 1990, covers pre-placement activities of the TOEFL, GRE, and SAT examinations for PHICS participants scheduled for U.S. degree training.

Delivery Order #29

Active

Delivery Order #29, signed March 23, 1990, provides PHICS funds for a long-term technical assistant, first Dr. Michael Olivar and then Dr. Ciro Franco, to the Ministry of Health to assist them in establishing an Epidemiology Unit.

Delivery Order #30

Completed

Signed on March 23, 1990, Delivery Order #30 funds short-term TA, Dr. William Reinke to assist the Ministry of Health for a period of thirty days. He produced a proposal for the use of \$1,000,000 to support a set of human resource development activities for the ministry.

Delivery Order #31

Active

Delivery Order #31, signed March 27, 1990, provides funds to the Associated Chambers of Commerce and Industry of Malaŵi for short-term technical assistance, site visits to the United States, and commodities.

Delivery Order #32

Active

Delivery Order #32, signed March 27, 1990, and amended September 11, 1992, provides DEMATT with long-term technical assistant, James Hellerman, short-term training, and commodities for the Medium Scale Enterprise Promotion Program.

Delivery Order #33

Active

Delivery Order #33, signed April 24, 1990, provides short-term technical assistance, participant training, and commodities to the National Commission for Women in Development so that it may strengthen its capacity to plan, implement, and manage development programs for women nation-wide.

Delivery Order #34

Completed

Delivery Order #34 was signed on April 10, 1990 and provided funds for six Malaŵian senior executives to attend an "Advanced Executive Management Program on Privatization" in the U.S. The participants were Mr. Mbekeani, Mr. Biziwick, Mr. Ndisale, Mr. Namagoa, Mr. Kalizang'oma, and Mrs. Kazembe.

Delivery Order #35

Completed

Funds under Delivery Order #35 were set aside in support of the participant training activities of Mr. Sandulizrni Situsi. Mr. Situsi, Deputy Secretary of the Ministry of Finance, attended a workshop on Budgeting in the Public Sector at the Harvard Institute for International Development. Delivery Order #35 was signed on June 5, 1990.

Delivery Order #36

Active

Delivery Order #36, signed June 5, 1990 and amended July 19, 1991, and June 14, 1993, provides funding for Ms. Thokozile Matanda of the Kamuzu College of Nursing to study for a Master's Degree in the U.S.

Delivery Order #37

Active

Delivery Order #37, signed July 31, 1990, and amended July 19, 1991, provides funds from the PHICS Project for six participants to study in the United States. Participants and their fields of study are as follows:

- Stanley Nakhumwa--B.S., Physician Assistant; Primary Health Care; He has completed his studies and returned home.
- Aloysius Kamperewera--B.S., Environmental Health; He has completed his studies and returned home.
- Alfred Phiri--B.S., Environmental Health; (Mr. Phiri returned home 11/21/90);
- Edith Mkawa--M.S., Nursing Education; Curriculum Design Development; She has completed her studies and returned home;
- Mildred Kenala--B.S., Nursing Education; Family Planning and Teaching Methods; (Ms. Kenala has left the program.);
- Henry Sefu--B.S., Physician Assistant, Primary Health Care.

Delivery Order #38

Active

Delivery Order #38, signed July 18, 1990, provides for two participants to study in the U.S.:

- Clement Thindwa--M.S. Foreign Trade and International Marketing, who has completed his studies; and
- Charles Chirwa--M.S. Civil Engineering, who completed his training in December 1992.

It was amended on July 19, 1991, to add \$10,838 to increase Mr. Thindwa and decrease Mr. Chirwa's budgets, and on June 14, 1993 to make an adjustment, decreasing the budget by \$509.

Delivery Order #39

Active

Delivery Order #39, signed July 31, 1991, and amended five times, for a total of \$1,905,229, provides funds to strengthen Bunda College of Agriculture through technical assistance, participant training, and commodities.

Delivery Order #40

Completed

Delivery Order #40, signed September 5, 1990, provided funding by the PHICS project for participant training activities in Botswana for MOH Documentation Officer Willard Kazembe.

Delivery Order #41

Active

Delivery Order #41, signed September 14, 1990 and amended June 17, 1991, and January 20, 1992, provides funds for long-term technical assistants, Dr. Joseph Rajbansee, and Mr. William Burmeister to help establish a degree program in Personnel Management in the Department of Public Administration at Chancellor College. In addition to the technical assistance, it will assist the Public Administration department with the procurement of such items as books and publications.

Delivery Order #42

Active

Delivery Order #42, signed on October 18, 1990, and amended September 11, 1992, provides \$480,000 for two Research Fellows. The first is Karin Hyde, who is to undertake research at the Center for Social Research, assisting in teaching relevant courses on Women in Development, and directing university students in their research projects. The second is expected to be Paula Tavrow who will be researching health related issues and assisting in the training of associates and graduate student at the University.

Delivery Order #43

Active

Delivery Order #43, signed October 16, 1990, provides \$55,000 to establish an Assistant Registrar's position at the University of Malawi. The Assistant Registrar is responsible for recruiting and selecting suitable woman candidates for the HRID Woman's Scholarship program, encouraging female secondary school students to pursue non-traditional subject areas, and assisting in other activities to strengthen the unit.

Delivery Order #44

Active

Delivery Order #44, signed December 4, 1990, amended September 11, 1992, provides \$890,000 for various activities under the Ministry of Health PHICS project. Among the long-term technical assistants funded are Curriculum Design Specialist,

Dr. Annabel Bauer, and Health Manpower Planner, Dr. Mary Stephano. In addition, this Delivery Order will fund a Medical Assistant Training Specialist and short-term technical assistants.

Delivery Order #45

Active

Delivery Order #45, signed on March 26, 1991, and amended October 11, 1991, and January 20, 1992, provides funding for seven participant trainees, instructional commodities, and a Medical Surgical Nursing Specialist, Kristine de Queiroz, for the Kamuzu College of Nursing.

Delivery Order #46

Active

Delivery Order #46, signed April 10, 1991, and amended August 5, 1991, and December 9, 1992, provides funds for Master's Degrees programs in Mass Communications and Public Administration to be attended by Sam Gunde and Molland Nkhata, respectively. An amendment supports the Master's Degree study of Joseph Chikagwa.

Delivery Order #47

Active

Delivery Order #47, signed August 5, 1991, and amended February 10, 1992, December 10, 1992, and March 12, 1993, provides \$783,748 to the PHICS project in the Ministry of Health to sponsor fifteen members of the Ministry for degree and non-degree training.

- Mr. Amose Chitonde Kudzala- training in Environmental Science to receive a bachelor of science degree. Once he has completed his training he will return to The Lilongwe School of Health and Sciences and continue tutoring in public and environmental science.

- Mrs. Jean Njoloma- training will be provided at the University of Connecticut Centre for International Health Studies in the area of Project Management.

- Mr. Allan Fabiano Macheso- trained at the Bachelor's Degree level in Public/Community Health with emphasis in epidemiology.

- Mr. Tannach G. Masache- to be trained at the Bachelor of Science degree level in Community Health.

- Ms. Evelyn Jessica Munlo- receive training in Curriculum Development at the Master Degree level.

- Mr. Robert George D. Ngaiyaye- to be trained at the Bachelor's degree level in Health Education.
- Mr. Wilfred A. N. Nkhoma- Trained in Epidemiology at the PhD level with emphasis in communicable disease control.
- Mr. John K. Banda- to be trained at the diploma level in library studies; then return to the Lilongwe School of Health Sciences and his new knowledge and skills would assist him in effectively managing the school's library.
- Mr. Lameck J.P. Kagona- to be trained at the diploma level in health education.
- Mr. Ketwin C.K. Kondowe- to be trained at the diploma level in health education.
- Mr. George A.F. Malemia- to be trained at the diploma level in health education.
- Mrs. Mary Viola Namwali- to be trained at the Bachelor of Science degree level in Nutrition and Dietetics.
- Mrs. Catherine R. Chipazi- to be trained at the Bachelor's Degree level in Maternal and Child Health Family Planning.
- Ms. Dorothy Eunice Lazaro- to be trained at the Bachelor's Degree level in Community Health Nursing.
- Mr. Andrew D.R. Dimba- to be trained at the Bachelor's Degree level in Medical Education.

Delivery Order #48

Completed

Delivery Order #48, signed August 28, 1991, and amended September 11, 1992, provides \$99,300 to hire a long-term technical assistant for the Ministry of Health. Mr. Marc Lippman was chosen to fill the post of Library and Documentation Specialist for one year; the amendment extended his tour for three months so that he could properly orient his counterpart.

Delivery Order #49

Active

Delivery Order #49, signed December 2, 1991, provides funds for Bunda College of Agricultural staff:

- Jeremy S. Likongwe-- to be trained at the PHD level in Fisheries specializing in Aquaculture.

It was amended on December 20, 1991, and June 9, 1992, December 9, 1992, and March 12, 1993 to provide funds for:

- James Bokosi-- to be trained at the PH.D. level in Crop Science, specializing in plant breeding;
- Orpah Maganga-- to be trained at the M.S. level in Clothing and Textiles; and
- Five faculty from Bunda college for short study tours to the US.

Delivery Order #50

Active

Delivery Order #50, signed June 4, and amended June 5, December 9, 1992, and March 12, 1993 provides \$88,806 for Chancellor College staff training:

- Dr. Benson F. Kandoole, to Harvard University in a one month training program on Macroeconomic adjustment and agricultural/food policy; which he has completed; and
- Hyson Chizani, for M.A. studies in Information Management.

Delivery Order #51

Active

Delivery Order #51, signed September 11, 1992, provides \$200,000 for instructional commodities for KCN.

Delivery Order #52

Active

Delivery Order #52, signed June 9, 1992, and amended December 9, 1992, provides \$68,211 for a Chancellor College faculty member to study in the U.S.

- Mr. Disher Gladiator D. Pindani-- to be trained at the Masters Degree level in Public Administration.

III. GOALS FOR THE NEXT SIX MONTHS

A. Complete the procurement of computers for Bunda College and any other outstanding procurement activities

The Bunda College procurement has taken too long, passing through two generations of computers from RFP until the contract was signed near the end of the last period. Timely arrival and installation will make them available for students in the 1993-94 academic year.

As there are no further procurements anticipated, and only some paperwork and a few back-ordered items outstanding, it should be possible to complete the procurement activities for the Project by the end of the sixth year. This will also allow for the closing of relevant Delivery Orders and the reassignment of remaining funds to other activities.

B. Complete new recruitments for long-term technical assistance, and the end of most short-term assistance.

The two positions under PHICS - MIS advisor for the Ministry of Health and Water Engineer for the Ministry of Works - have possible candidates which need to be short-listed, interviewed, and hired. It is anticipated that decisions should be made in October-November, with the selected candidates beginning in January 1994. If the process takes too long, it may not be possible to place them in time for them to complete 12-18 months before the Project's offices closes in mid-1995.

Laurel Druben is expected to return to the Malawi Chamber of Commerce and Industry for follow-up technical assistance support in January 1994. Kurt Moses, AED's Systems Services Director, is also anticipated to make a short visit to observe MIS activities at DPM&T and Bunda College before the end of the next six month

period. With the possible exceptions of an initial short-term assignment for the proposed Water Engineer in early 1994, and a subsequent visit to DPM&T in mid 1995 by Kurt Moses or Vivian Toro from AED's Systems Services Division, no further short-term technical assistance is anticipated.

C. Continued closing out of Delivery Orders and PIOs no longer active.

With five OPEXers finishing their assignments between August and November, procurements being completed, and four or five Fellows concluding their studies by the end of 1993, further Delivery Orders and PIOs will be completed. By the end of the sixth year of the Project, half of the Delivery Orders ought to have been requested to be deobligated and over half of the PIO/Ps within active Delivery Orders deobligated. Completion of these deobligations will greatly reduce the time spent in providing back-up accounting and cross-checking of billings, reducing the need for staff time as Project activities begin to wind down.

D. Plan and begin an overall review/assessment of activities which have been funded by the Project.

In preparation for a gradual phase down of the Project and a final evaluation, it will be necessary to review project activities for accomplishments, lessons learned, and financial costs. Because of the variety of activities, the large number of Delivery Orders (52), and planned departure of staff, it will be necessary to start on this work early to ensure a thorough review.

E. Complete the development of manuals for, and training in the Ministry of Local Government.

Many of the activities anticipated for assistance to the Ministry in developing its local training capacity have been

completed. There remains only the final preparation, editing and distribution of the manuals developed for practitioner handbooks and trainers' guides, and a few remaining training workshops and seminars. The technical assistant will have completed his work over a year before, and these few things are all that remain to complete this activity down.

IV. ADMINISTRATIVE REPORTS

- A. QUARTERLY STATUS REPORTS: MARCH 1, 1993 - MAY 31, 1993**
- B. QUARTERLY STATUS REPORTS: JUNE 1, 1993 - AUGUST 31, 1993**
- C. CORE CONTRACT BUDGET EXPENDITURES**
- D. DELIVERY ORDER EXPENDITURES**

Malaŵi HRID Quarterly Status Report
A.I.D. Contract Number 612-0230-C-00-8009-00
Long-Term Personnel
March 1, 1993 - May 31, 1993

NAME	DO#	S T A R T DATE	END DATE	WHERE	STATUS	SERVICE TO BE PERFORMED
Jack Farmer	25	4/23/90	4/22/93	Lilongwe	Active	Provide on-the job training to counterpart Malaŵian staff; survey and prepare detailed specifications, bills, drawings, etc. for various rural water supply schemes; plan, design and construct piped water supplies to rural areas.
Aaron Adiv	20	9/1/90	8/30/93	Zomba	Active	Assist the Department of Economics at Chancellor College to strengthen their overall program quality and effectiveness in instruction and research in the area of Transportation Economics.

Long-term Personnel cont.

NAME	DO#	START DATE	END DATE	WHERE	STATUS	SERVICE TO BE PERFORMED
James Hellerman	32	9/10/90	9/09/93	Blantyre	Active	Develop and implement strategies to promote DEMATT's Medium Scale Enterprise throughout Malaŵi by recruiting and training individuals to support and sustain the project. He will be responsible for monitoring all progress and projects during the program period.
Karin Hyde	42	7/2/91	7/1/93	Zomba	Active	Plan, organize, and undertake research in the areas of food production and nutrition, women in development, and monitor the impact of structural adjustment policies for the Center for Social Research.

Long-term Personnel cont.

NAME	DO#	START DATE	END DATE	WHERE	STATUS	SERVICE TO BE PERFORMED
Annabel Bauer	44	8/12/91	8/11/93	Lilongwe	Active	Assist the Ministry of Health and Lilongwe School of Health Sciences to review and revise the existing curriculum for health manpower development training programs and to develop new models as necessary.
Mary Stephano	44	8/22/91	8/21/93	Lilongwe	Active	Assist the Ministry of Health to design, establish and implement a new health manpower planning and development unit (MPDU) and institutionalize the capacity with the MOH and MPDU to formulate and revise health sector manpower training programs.
Vu Nguyen	39	8/30/91	8/29/93	Bunda	Active	Assist in strengthening Bunda College's Agricultural Engineering Department by teaching a variety of classes, conduct research in small and large scale processing of tropical agriculture, and supervising degree students in related research.

Long-term Personnel cont.

NAME	DO#	START DATE	END DATE	WHERE	STATUS	SERVICE TO BE PERFORMED
Robert Edwards	39	8/30/91	8/29/93	Bunda	Active	Teach classes in Agricultural Biochemistry at undergraduate level, as well as to help improve upon the existing undergraduate degree curriculum and develop new graduate level degree curriculum.
Kristine deQueiroz	45	1/6/92	6/5/93	Lilongwe	Active	Assist Kamuzu College of Nursing in teaching Nursing Science courses in the areas of Medical-Surgical nursing to Diploma level nursing students and Theories and Concepts in Nursing and Advanced Nursing Practice to Post-Basic Degree students.
Raymond LaPointe	19	4/22/92	4/21/93	Lilongwe	Active	To assist the Ministry of Works by revising, and developing course curricula for current identified needs in both technical and supervisory fields.

Longterm Personnel cont.

NAME	DO#	START DATE	END DATE	WHERE	STATUS	SERVICE TO BE PERFORMED
Ciro Franco	29	9/06/92	12/05/94	Lilongwe	Active	Head the Epidemiology Unit in the Ministry; design and facilitate epidemiologic training; assist in health information system development; and provide administrative and technical support for all child survival interventions.
Barbara Sulanowski	39	9/28/92	9/27/94	Bunda	Active	Assist Bunda College of Agriculture in helping students enhance development communication skills in agriculture and extension.
Ellaline Roy-Macaulay	39	9/28/92	9/27/94	Bunda	Active	Assist Bunda College of Agriculture in teaching the theory and practice of Home Economics Extension/Education courses, including Management of Household Resources, Human Growth and Development, and Evaluation of Family; and to conduct research on issues effecting women in developing.

Longterm Personnel cont.

NAME	DO#	START DATE	END DATE	WHERE	STATUS	SERVICE TO BE PERFORMED
Raziq Qazi	39	10/06/92	10/05/94	Bunda	Active	Assist Bunda College in teaching Agricultural Engineering courses in the areas of Surveying, Soil Erosion, Hydrology, Hydraulics, etc.; and to conduct research in land use planning and erosion hazard assessment, especially on small scale farming systems.
Paula Tavrow	42	3/31/93	3/30/95	Zomba	Active	Conduct Research in health issues and related matters. These issues include the provision and evaluation of primary health care services and the social, economic and cultural impact of AIDS morbidity and mortality in Malawi.

Longterm Personnel cont.

NAME	DO#	START DATE	END DATE	WHERE	STATUS	SERVICE TO BE PERFORMED
William Burmeister	41	5/19/93	5/18/95	Zomba	Active	Assist Chancellor College establish and teach in a special degree programme in Public Personnel Management.

Malaŵi HRID Quarterly Status Report
A.I.D. Contract Number 612-0230-C-00-8009-00
Short-Term Personnel
March 1, 1993 - May 31, 1993

NAME	DO#	S T A R T DATE	END DATE	WHERE	STATUS	SERVICE TO BE PERFORMED
Kurt Moses	39	9/17/90	5/1/93	United States, Malaŵi	Active	To assist Bunda College with the review of bids for the computer laboratory system.
Vivian Toro	9	4/20/92	5/1/93	United States, Malaŵi	Active	Initiate the documentation efforts for the current customized DPM&T Informix based, UNIX compatible personnel software. This initial effort will focus on the USER DOCUMENTATION for presently untrained clerks and supervisors who will make use of the Personnel Forms and the terminals to conduct their work.

Malaŵi HRID Quarterly Status Report
A.I.D. Contract Number 612-0230-C-00-8009-00
Long-Term Personnel
June 1, 1993 - August 31, 1993

NAME	DO#	S T A R T DATE	END DATE	WHERE	STATUS	SERVICE TO BE PERFORMED
Aaron Adiv	20	9/1/90	8/30/93	Zomba	Active	Assist the Department of Economics at Chancellor College to strengthen their overall program quality and effectiveness in instruction and research in the area of Transportation Economics.
James Hellerman	32	9/10/90	9/09/93	Blantyre	Active	Develop and implement strategies to promote DEMATT's Medium Scale Enterprise throughout Malaŵi by recruiting and training individuals to support and sustain the project. He will be responsible for monitoring all progress and projects during the program period.

Long-term Personnel cont.

NAME	DO#	START DATE	END DATE	WHERE	STATUS	SERVICE TO BE PERFORMED
Karin Hyde	42	7/2/91	7/1/94	Zomba	Active	Plan, organize, and undertake research in the areas of food production and nutrition, women in development, and monitor the impact of structural adjustment policies for the Center for Social Research.
Annabel Bauer	44	8/12/91	10/11/93	Lilongwe	Active	Assist the Ministry of Health and Lilongwe School of Health Sciences to review and revise the existing curriculum for health manpower development training programs and to develop new models as necessary.
Mary Stephano	44	8/22/91	11/21/93	Lilongwe	Active	Assist the Ministry of Health to design, establish and implement a new health manpower planning and development unit (MPDU) and institutionalize the capacity with the MOH and MPDU to formulate and revise health sector manpower training programs.

Long-term Personnel cont.

NAME	DO#	START DATE	END DATE	WHERE	STATUS	SERVICE TO BE PERFORMED
Vu Nguyen	39	8/30/91	8/29/95	Bunda	Active	Assist in strengthening Bunda College's Agricultural Engineering Department by teaching a variety of classes, conduct research in small and large scale processing of tropical agriculture, and supervising degree students in related research.
Robert Edwards	39	8/30/91	8/29/93	Bunda	Active	Teach classes in Agricultural Biochemistry at undergraduate level, as well as to help improve upon the existing undergraduate degree curriculum and develop new graduate level degree curriculum.
Kristine deQueiroz	45	1/6/92	5/5/94	Lilongwe	Active	Assist Kamuzu College of Nursing in teaching Nursing Science courses in the areas of Medical-Surgical nursing to Diploma level nursing students and Theories and Concepts in Nursing and Advanced Nursing Practice to Post-Basic Degree students.

Longterm Personnel cont.

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Ellaline Roy-Macaulay	39	9/28/92	9/27/94	Bunda	Active	Assist Bunda College of Agriculture in teaching the theory and practice of Home Economics Extension/Education courses, including Management of Household Resources, Human Growth and Development, and Evaluation of Family; and to conduct research on issues effecting women in developing.

Longterm Personnel cont.

NAME	DO#	START DATE	END DATE	WHERE	STATUS	SERVICE TO BE PERFORMED
Raziq Qazi	39	10/06/92	10/05/94	Bunda	Active	Assist Bunda College in teaching Agricultural Engineering courses in the areas of Surveying, Soil Erosion, Hydrology, Hydraulics, etc.; and to conduct research in land use planning and erosion hazard assessment, especially on small scale farming systems.
Paula Tavrow	42	3/31/93	3/30/95	Zomba	Active	Conduct Research in health issues and related matters. These issues include the provision and evaluation of primary health care services and the social, economic and cultural impact of AIDS morbidity and mortality in Malaŵi.

Longterm Personnel cont.

NAME	DO#	START DATE	END DATE	WHERE	STATUS	SERVICE TO BE PERFORMED
William Burmeister	41	5/19/93	5/18/95	Zomba	Active	Assist Chancellor College establish and teach in a special degree programme in Public Personnel Management.
J. George Caldwell	09	6/16/93	9/15/94	Lilongwe	Active	To complete the full installation and expansion of the MIS system to key ministries in the Government of Malaŵi.

Malaŵi HRID Quarterly Status Report
A.I.D. Contract Number 612-0230-C-00-8009-00
Short-Term Personnel
June 1, 1993 - August 31, 1993

NAME	DO#	S T A R T DATE	END DATE	WHERE	STATUS	SERVICE TO BE PERFORMED
Kurt Moses	39	9/17/90	5/1/93	United States, Malaŵi	Active	To assist Bunda College with the review of bids for the computer laboratory system.
Vivian Toro	9	4/20/92	5/1/93	United States, Malaŵi	Active	Initiate the documentation efforts for the current customized DPM&T Informix based, UNIX compatible personnel software. This initial effort will focus on the USER DOCUMENTATION for presently untrained clerks and supervisors who will make use of the Personnel Forms and the terminals to conduct their work.

QUARTERLY REPORT
MARCH 1993 - MAY 1993
CORE CONTRACT EXPENDITURES
AID CONTRACT No. 612-0230-C-00-8009-00

CATEGORY	5 YEAR ALLOCATION	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BUDGET BALANCE
1. SALARIES	1,320,750.00	805,915.21	50,032.60	855,947.81	464,802.19
Employee Benefits	306,501.00	216,257.11	13,700.82	229,957.93	76,543.07
2. CONSULTANT FEES	0.00	386.56	0.00	386.56	(386.56)
3. TRAVEL AND TRANSPORTATION	252,335.00	148,339.76	2,468.37	150,808.13	101,526.87
4. OTHER DIRECT COST	435,257.00	257,877.63	10,826.98	268,704.61	166,552.39
5. ITEMS 1-4	2,314,393.00	1,428,776.27	77,028.77	1,505,805.04	809,037.96
6. OVERHEAD	674,315.00	405,538.39	23,108.61	428,647.00	245,668.00
Subtotal	2,988,708.00	1,834,314.66	100,137.38	1,934,452.04	1,054,705.96
7. EQUIPMENT	76,786.00	77,539.28	0.00	77,539.28	(753.28)
8. ALLOWANCES	361,481.00	268,721.40	2,628.92	271,350.32	90,130.68
9. SUBCONTRACTORS	950,308.00	657,471.02	14,836.28	672,307.30	278,000.70
TOTAL ITEMS 7 - 9	1,388,575.00	1,003,731.70	17,465.20	1,021,196.90	367,378.10
10. G & A	25,499.00	16,598.27	445.07	17,043.34	8,455.66
11. FIXED FEE	57,148.00	36,785.91	0.00	36,785.91	20,362.09
12. GRAND TOTAL	4,459,930.00	2,891,430.54	118,047.65	3,009,478.19	1,450,901.81

DELIVERY ORDER No. 1
 AID CONTRACT No. 612-0230-C-00-8009-00
 Date Signed: August 8, 1988
 PIO/P 612-0230-3-8004

LINE ITEMS	5 YEAR ALLOCATION	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	EXPENSES TO DATE	FUNDS REMAINING
Salary	128,000.00	102,127.14	0.00	102,127.14	25,872.86
Travel	111,580.00	118,250.46	0.00	118,250.46	(6,670.46)
Other Direct Cost	47,315.00	13,944.71	0.00	13,944.71	33,370.29
Subtotal	286,895.00	234,322.31	0.00	234,322.31	52,572.69
					0.00
Equipment	0.00	2,690.02	0.00	2,690.02	(2,690.02)
Subcontracts	16,000.00	27,493.79	0.00	27,493.79	(11,493.79)
Participants	0.00	43,807.32	5,267.00	49,074.32	(49,074.32)
Shipping	0.00	0.00	0.00	0.00	0.00
					0.00
Subtotal	302,895.00	308,313.44	5,267.00	313,580.44	(10,685.44)
Overhead	80,331.00	65,486.15	0.00	65,486.15	14,844.85
G & A	480.00	473.61	0.00	473.61	6.39
		0.00			
TOTAL	383,706.00	374,273.20	5,267.00	379,540.20	4,165.80

DELIVERY ORDER #2
 AID Contract No.612-0230-C-00-8009-00
 HRID/Malawi

Date Signed: June 1, 1988
 Amended May 1, 1989

LINE ITEMS	5 Year Allocation Includes Amend. \$1	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	EXPENSES TO DATE	Funds Remaining
Maintenance	13,560.00	12,230.57	0.00	12,230.57	1,329.43
Tuition Fees	20,879.00	24,912.15	0.00	24,912.15	(4,033.15)
Ground Transportation	60.00	48.00	0.00	48.00	12.00
Travel	2,600.00	2,581.08	0.00	2,581.08	18.92
Excess Baggage	200.00	0.00	0.00	0.00	200.00
Books and Supplies	780.00	671.80	0.00	671.80	108.20
Typing or Typewriter	200.00	0.00	0.00	0.00	200.00
HAC Insurance	408.00	115.50	0.00	115.50	292.50
Shipment of Books	0.00	34.18	0.00	34.18	(34.18)
Professional Memberships	225.00	0.00	0.00	0.00	225.00
Contingency	100.00	238.00	0.00	238.00	(138.00)
Grantee Taxes	2,200.00	1,253.40	0.00	1,253.40	946.60
TOTAL	41,212.00	42,084.68	0.00	42,084.68	(872.68)

DELIVERY ORDER 83
 AID Contract No. 612-0230-C-00-0009-00
 ERID/Malawi

Date Signed: June 1, 1988
 Amended: September 1990

LINE ITEMS	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/83 - 05/83	EXPENSES TO DATE	Funds Remaining
Maintenance/advance	2,700.00	0.00	0.00	0.00	2,700.00
Maintenance/Tuition and Other Cost	50,900.00	52,509.70	0.00	52,509.70	(1,609.70)
Travel	7,128.00	8,218.20	0.00	8,218.20	(1,090.20)
TOTAL	60,728.00	60,727.90	0.00	60,727.90	0.10

DELIVERY ORDER #4
 AID Contract No. 612-0230-C-00-0009-00
 KH10/Malawi

Date Signed: November 16, 1968

LINE ITEMS	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/68 - 05/68	EXPENSES TO DATE	Funds Remaining
Maintenance & Per Diem	4,516.00	2,217.00	0.00	2,217.00	2,299.00
Travel	10,779.00	4,414.84	0.00	4,414.84	6,364.16
Miscellaneous	500.00	52.41	0.00	52.41	527.59
Books and Materials	125.00	0.00	0.00	0.00	125.00
Other Direct Cost	0.00	3,054.78	0.00	3,054.78	(3,054.78)
TOTAL	16,000.00	9,739.83	0.00	9,739.83	6,260.17

HIRD/MALAWI
CONTRACT No. 612-0230-C00-8009-00

Date signed: May 12, 1989

	B.O. 5 BUDGET	PREVIOUS EXPENSES	21th. QUARTER 03/93 - 05/93	TOTAL TO DATE	REMAINING FUNDS
61-2349-05-32					
AED Funds					
International Travel	4,000.00	1,291.87	0.00	1,291.87	2,708.13
Maintenance Advance	975.00	1,355.51	0.00	1,355.51	(380.51)
Annual Banquet	250.00	0.00	0.00	0.00	250.00
III Funds					
Subcontracts	75,991.00	83,588.03	0.00	83,588.03	12,402.97
TOTAL	81,216.00	66,235.41	0.00	66,235.41	14,980.59
61-2349-05-33 PIO/P612-0230-177033					
AED Funds					
International Travel	2,000.00	0.00	0.00	0.00	2,000.00
Maintenance Advance	975.00	216.46	0.00	216.46	758.54
Annual Banquet	0.00	0.00	0.00	0.00	0.00
III Funds					
Subcontracts	72,395.00	45,185.29	0.00	45,185.29	27,209.71
TOTAL	75,370.00	45,401.75	0.00	45,401.75	29,968.25
61-2349-05-52 PIO/P612-0230-180052					
AED Funds					
International Travel	2,000.00	1,429.08	0.00	1,429.08	570.92
Maintenance Advance	975.00	1,003.00	0.00	1,003.00	(28.00)
Annual Banquet	0.00	0.00	0.00	0.00	0.00
III Funds					
Subcontracts	71,038.00	11,545.94	(2,533.46)	9,012.48	62,025.52
TOTAL	74,013.00	13,978.02	(2,533.46)	11,444.56	62,568.44
61-2349-05-53 PIO/P612-0230-180053					
AED Funds					
International Travel	2,000.00	1,429.08	0.00	1,429.08	570.92
Maintenance Advance	975.00	1,095.00	0.00	1,095.00	(120.00)
Annual Banquet	0.00	0.00	0.00	0.00	0.00
III Funds					
Subcontracts	51,505.00	9,066.83	(94.05)	8,972.78	42,532.22
TOTAL	54,480.00	11,590.91	(94.05)	11,496.86	42,983.14
TOTAL DELIVERY ORDER	285,079.00	137,206.09	(2,627.51)	134,578.58	150,500.42

HIRD/MALAWI
 CONTRACT No. 612-0230-C00-8009-00
 P10/P612-0230-80014
 D.O. 6

Signed: May 1989

61-2349-06-01

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	EXPENSES TO DATE	FUNDS REMAINING
Incountry Training Cost	10,000.00	10,925.64	0.00	10,925.64	(925.64)
International Travel	17,625.00	2,985.32	0.00	2,985.32	14,639.68
Maintenance Advance	4,875.00	4,842.73	0.00	4,842.73	32.27
Annual Banquet	250.00	0.00	0.00	0.00	250.00
TOTAL	32,750.00	18,753.69	0.00	18,753.69	13,996.31
61-2349-06-02					
Subcontracts	77,250.00	74,014.04	0.00	74,014.04	3,235.96
TOTAL	110,000.00	92,767.73	0.00	92,767.73	17,232.27

DELIVERY ORDER No. 7
 CONTRACT No. 612-0230-C-00-8009-00
 Date signed: May 17, 1989

PREVIOUS 21st. QUARTER EXPENSES
 EXPENSES 03/93 - 05/93 TO DATE BALANCE

AKD PIO/P612-0230-177024
 07-24 D.O. 7 Mr. Kanukha

Tuition, Lodging and Insurance	3,485.00	4,638.70	0.00	4,638.70	(1,153.70)
Travel	500.00	0.00	0.00	0.00	500.00
TOTAL	3,985.00	4,638.70	0.00	4,638.70	(853.70)

AKD PIO/P612-0230-177025
 07-25 D.O. 7 Mr. Mkhikha

Tuition, Lodging and Insurance	5,578.00	150.14	0.00	150.14	5,427.86
International Travel	500.00	2,260.40	0.00	2,260.40	(1,760.40)
TOTAL	6,078.00	2,410.54	0.00	2,410.54	3,667.46

AKD PIO/P612-0230-177026
 07-26 D.O. 7

International Travel	320.00	994.13	0.00	994.13	(674.13)
Maintenance Advance	590.00	598.05	0.00	598.05	(8.05)
Subcontract	2,790.00	16,040.86	0.00	16,040.86	(13,250.86)
TOTAL	3,700.00	17,633.04	0.00	17,633.04	(13,933.04)

AKD PIO/P612-0230-177027
 07-27 D.O. 7 Mr. Makoza

International Travel	4,000.00	2,549.65	0.00	2,549.65	1,450.35
Maintenance Advance	975.00	1,057.12	0.00	1,057.12	(82.12)
Subcontract	41,349.00	39,535.29	0.00	39,535.29	1,813.71
TOTAL	46,324.00	43,142.06	0.00	43,142.06	3,181.94

AKD PIO/P612-0230-177028
 07-28 D.O. 7

International Travel	0.00	0.00	0.00	0.00	0.00
Maintenance Advance	0.00	0.00	0.00	0.00	0.00
Subcontract	0.00	0.00	0.00	0.00	0.00
TOTAL	0.00	0.00	0.00	0.00	0.00

PREVIOUS 21st. QUARTER EXPENSES
 EXPENSES 03/93 - 05/93 TO DATE BALANCE

AND		PIO/P612-0230-177029			
07-29		D.O. 7		Ms. Senu	
International Travel	5,000.00	1,677.60	0.00	1,677.60	3,322.40
Maintenance Advance	975.00	1,127.62	0.00	1,127.62	(152.62)
Subcontract	52,025.00	53,349.97	0.00	53,349.97	(1,324.97)
TOTAL	58,000.00	56,155.19	0.00	56,155.19	1,844.81

AND		PIO/P612-0230-177030			
07-30		D.O. 7		Ms. Ngwira	
International Travel	1,389.00	1,388.12	0.00	1,388.12	0.88
Maintenance Advance	975.00	3,628.97	0.00	3,628.97	(2,653.97)
Subcontract	122,090.00	67,506.85	8,797.19	76,304.04	45,785.96
TOTAL	124,454.00	72,523.94	8,797.19	81,321.13	43,132.87

AND		PIO/P612-0230-177031			
07-31		D.O. 7		Mr. Masanza	
International Travel	4,000.00	1,553.26	0.00	1,553.26	2,446.74
Maintenance Advance	975.00	1,266.71	0.00	1,266.71	(291.71)
Subcontract	53,025.00	60,212.04	0.00	60,212.04	(7,187.04)
TOTAL	58,000.00	63,032.01	0.00	63,032.01	(5,032.01)

AND		PIO/P612-0230-177041			
07-41		D.O. 7		Kazdola, Kanje, Silungwe	
International Travel	706.00	0.00	0.00	0.00	706.00
Maintenance Advance	4,284.00	0.00	0.00	0.00	4,284.00
Subcontract	5,536.00	0.00	3,323.17	3,323.17	2,212.83
TOTAL	10,526.00	0.00	3,323.17	3,323.17	7,202.83

AND		PIO/P612-0230-177042			
07-42		D.O. 7		A. Chikwe	
International Travel	600.00	0.00	0.00	0.00	600.00
Maintenance Advance	405.00	0.00	0.00	0.00	405.00
Subcontract	2,729.00	0.00	0.00	0.00	2,729.00
TOTAL	3,734.00	0.00	0.00	0.00	3,734.00

PREVIOUS 21st. QUARTER EXPENSES
 EXPENSES 03/93 - 05/93 TO DATE BALANCE

AKD 07-52	PIO/P612-0230-177052 D.O. 7	S. Likupe			
International Travel	600.00	0.00	0.00	0.00	600.00
Maintenance Advance	1,000.00	0.00	0.00	0.00	1,000.00
Subcontract	5,900.00	0.00	0.00	0.00	5,900.00
TOTAL	7,500.00	0.00	0.00	0.00	7,500.00

AKD 07-53	PIO/P612-0230-177053 D.O. 7	I. Shaba			
International Travel	600.00	0.00	490.16	490.16	109.84
Maintenance Advance	400.00	0.00	202.61	202.61	197.39
Subcontract	1,000.00	0.00	658.06	658.06	341.94
TOTAL	2,000.00	0.00	1,350.83	1,350.83	649.17

AKD 07-54	PIO/P612-0230-177054 D.O. 7	J. Ntambo			
International Travel	3,323.00	0.00	0.00	0.00	3,323.00
Maintenance Advance	975.00	0.00	1,139.68	1,139.68	(164.68)
Subcontract	19,456.00	0.00	18,796.94	18,796.94	659.06
TOTAL	23,754.00	0.00	19,936.62	19,936.62	3,817.38

TOTAL DELIVERY ORDER	348,055.00	259,535.48	33,407.81	292,943.29	55,111.71
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TOTAL OBLIGATED AMOUNT	348,055.00
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Delivery Order #8 Signed: July 1989
 AID Contract No. 612-0230-C-00-8009-00
 AND ID No. 61-2349-08

Ken Allen
 Jean Davison
 Jerald Schultz

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
1. SALARIES AND BENEFITS					
Base Salary	409,624.00	427,028.67	427,028.67	0.00	427,028.67 (17,404.67)
7% Benefits	28,673.68	29,932.28	29,932.28	0.00	29,932.28 (1,258.60)
5% Incentive	0.00	0.00	0.00	0.00	0.00
10% Differential	40,962.40	42,981.85	42,981.85	0.00	42,981.85 (2,019.45)
SUBTOTAL SALARY	479,260.08	499,942.81	499,942.81	0.00	499,942.81 (20,682.73)
- Local Salary	0.00	0.00	0.00	0.00	0.00
NET SALARY	479,260.08	499,942.81	499,942.81	0.00	499,942.81 (20,682.73)
2. TRAVEL AND PER DIEM					
Round Trips to Malawi	20,000.00	28,643.10	31,001.88	2,358.78	31,001.88 (11,001.88)
R & R	25,000.00	4,928.14	4,928.14	0.00	4,928.14 20,071.86
Excess Baggage	1,200.00	0.00	0.00	0.00	0.00 1,200.00
D.C. Orientation	500.00	0.00	0.00	0.00	0.00 500.00
3. SHIPPING COST	9,025.00	6,401.26	6,717.29	316.03	6,717.29 2,307.71
4. STORAGE	7,150.00	5,542.10	5,542.10	0.00	5,542.10 1,607.90
5. D.B.A	19,122.00	2,606.10	2,606.10	0.00	2,606.10 16,515.90
6. U.S. REG. MEDICAL	5,520.00	2,462.55	2,462.55	0.00	2,462.55 3,057.45
7. MEDIVAC	2,880.00	1,188.92	1,188.92	0.00	1,188.92 1,691.08
8. PRE/POST MEDICAL	2,800.00	1,292.03	1,468.36	176.33	1,468.36 1,331.64
9. TEMP. CAR	4,000.00	2,778.92	2,778.92	0.00	2,778.92 1,221.08
10. TEMP. HOUSING	3,400.00	2,844.68	2,844.68	0.00	2,844.68 555.32
11. SETTling IN	30,500.00	34,024.27	34,024.27	0.00	34,024.27 (3,524.27)
12. HOUSING	44,112.00	31,447.24	31,447.24	0.00	31,447.24 12,664.76
13. BOOKS ALLOWANCE	900.00	1,065.15	1,065.15	0.00	1,065.15 (165.15)
14. SECURITY	5,886.00	3,762.31	3,990.84	228.53	3,990.84 1,895.16
15. INSURANCE	14,400.00	13,934.38	13,934.38	0.00	13,934.38 465.62
16. RECRUITMENT	7,940.00	4,258.70	4,258.70	0.00	4,258.70 3,681.30
17. SUBTOTAL 1 - 15	\$683,595.08	\$647,122.66	\$650,202.33	\$3,079.67	\$650,202.33 \$33,392.75
18. G & A	21,137.00	16,417.17	16,509.54	92.37	16,509.54 4,627.46
Indirect Overhead					
Participant Expense	20,618.00	10,205.86	10,205.86	0.00	10,205.86 10,412.14
19. GRAND TOTAL	\$725,350.08	\$673,745.69	\$676,917.73	\$3,172.04	\$676,917.73 \$48,432.35
OBLIGATED AMOUNT	\$746,585.00				

DELIVERY ORDER #9
 CONTRACT No. 612-0230-C-00-8009-00
 PIO/T 612-0230-3-80012

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
1. SALARIES AND BENEFITS					
Salaries	48,794.00	28,627.31	39.82	28,667.13	20,126.87
Fringe Benefits	14,023.00	8,040.31	11.94	8,052.25	5,970.75
Consultants	157,006.00	155,896.70	1,508.95	157,405.65	(399.65)
2. TRAVEL AND PER DIEM	89,806.00	59,653.61	0.00	59,653.61	30,152.39
3. OTHER DIRECT COST	23,202.00	8,418.41	373.25	8,791.66	14,410.34
SUBTOTAL	\$332,831.00	\$260,638.34	\$1,933.96	\$262,570.30	\$70,260.70
SUBCONTRACTORS	45,000.00	46,217.52	540.00	46,757.52	(1,757.52)
OVERHEAD	93,193.00	74,417.76	580.18	74,997.94	18,195.06
G & A	1,350.00	1,334.10	0.00	1,334.10	15.90
EQUIPMENT	10,000.00	2,009.29	0.00	2,009.29	7,990.71
GRAND TOTAL	482,374.00	384,615.01	3,054.14	387,669.15	94,704.85

DELIVERY ORDER No. 10
 AID Contract No. 612-0230-C-00-8009-00
 61-2349-10-01
 AURORA ASSOCIATES INC.
 DEMATT/ENGSTROM

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
International Travel	3,500.00	3,915.23	0.00	3,915.23	(415.23)
In-country Travel (car rental)	300.00	51.00	0.00	51.00	249.00
Per Diem	3,200.00	3,392.00	0.00	3,392.00	(192.00)
International Per Diem/ground transportation	150.00	619.00	0.00	619.00	(469.00)
Consulting Fees	7,800.00	12,162.71	0.00	12,162.71	(4,362.71)
Other Direct:					
Immunizations, passport pictures	30.00	464.97	0.00	464.97	(434.97)
Embassy health unit fees, medivac ins.	68.50	43.00	0.00	43.00	25.50
DBA insurance	331.50	424.32	0.00	424.32	(92.82)
Subtotal	15,380.00	21,072.23	0.00	21,072.23	(5,692.23)
G & A 12.16%	1,870.21	465.89	0.00	465.89	1,404.32
TOTAL	17,250.21	21,538.12	0.00	21,538.12	(4,287.91)

61-2349-10-02

AURORA ASSOCIATES INC
 DEMATT/SOKO

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
International Travel	3,500.00	0.00	0.00	0.00	3,500.00
In-country Travel (car rental)	300.00	0.00	0.00	0.00	300.00
Per Diem	3,200.00	1,090.60	0.00	1,090.60	2,109.40
International Per Diem/ground transportation	150.00	0.00	0.00	0.00	150.00
Consulting Fees	5,900.00	2,497.96	0.00	2,497.96	3,402.04
Other Direct:					
Immunizations, passport pictures	30.00	0.37	0.00	0.37	29.63
Embassy health unit fees, medivac ins.	68.50	0.00	0.00	0.00	68.50
DBA insurance	331.50	0.00	0.00	0.00	331.50
Subtotal	13,480.00	3,588.93	0.00	3,588.93	9,891.07
OVERHEAD	3,774.40	993.62	0.00	993.62	2,780.78
TOTAL	17,254.40	4,582.55	0.00	4,582.55	12,671.85
TOTAL DELIVERY ORDER	34,504.61	26,120.67	0.00	26,120.67	8,383.94
TOTAL OBLIGATED AMOUNT	34,500.00				

Delivery Order #11 Signed: May 1989
 AID Contract No. 612-0230-C-00-8009-00
 AID ID No. 61-2349-11-01

	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
College of Accounting Includes overhead PROCUREMENT	30,384.00	30,384.47	0.00	30,384.47 (0.47)
TOTAL	30,384.00	30,384.47	0.00	30,384.47 (0.47)

AID ID No. 61-2349-11-02

Includes overhead PROCUREMENT	285,100.00	259,838.51	337.52	260,176.03	24,923.97
TOTAL	285,100.00	259,838.51	337.52	260,176.03	24,923.97
TOTAL D.O. 11	315,484.00	290,222.98	337.52	290,560.50	24,923.50

Delivery Order #12 Signed: May 1989
 AID Contract No. 612-0230-C-00-8009-00
 AND ID No. 61-2349-12

61-2349-12-01 PROPOSED BUDGET FOR: AURORA U. of Malawi Includes overhead	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
PROCUREMENT	35,000.00	25,078.75	0.00	25,078.75	9,921.25
TOTAL	35,000.00	25,078.75	0.00	25,078.75	9,921.25

61-2349-12-02 PROPOSED BUDGET FOR: AURORA DEMATT Includes overhead	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
PROCUREMENT	22,600.00	17,387.91	0.00	17,387.91	5,212.09
TOTAL	22,600.00	17,387.91	0.00	17,387.91	5,212.09
TOTAL D.O. #12	57,600.00	42,466.66	0.00	42,466.66	15,133.34

Delivery Order #13 Signed: June 1989
 AID Contract No. 612-0230-C-00-8009-00
 AID ID No. 61-2349-13-00

61-2349-13-00

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
International Travel	2,900.00	2,549.65	0.00	2,549.65	350.35
Maintenance Allowance	975.00	2,167.65	0.00	2,167.65	(1,192.65)
Subcontracts	41,425.00	32,380.04	0.00	32,380.04	9,044.96
TOTAL EXPENSES	45,300.00	37,097.34	0.00	37,097.34	8,202.66

Delivery Order #14 Signed: June 1989
 AID Contract No. 612-0230-C-00-8009-00
 AID ID No. 61-2349-14-00

61-2349-14-00

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
International Travel	2,600.00	2,186.73	0.00	2,186.73	413.27
Maintenance Allowance	975.00	1,804.23	0.00	1,804.23	(829.23)
Subcontracts	9,425.00	(720.00)	0.00	(720.00)	10,145.00
TOTAL EXPENSES	13,000.00	3,270.96	0.00	3,270.96	9,729.04

Delivery Order #15 Signed: June 1989
 AID Contract No. 612-0230-C-00-8009-00
 AID ID No. 61-2349-15

61-2349-15-01
 PROPOSED BUDGET FOR: Long Term Technical Assistance
 TOT-MOLG

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
Salary	129,150.00	159,334.26	0.00	159,334.26	(30,184.26)
Benefits	9,041.00	11,153.33	0.00	11,153.33	(2,112.33)
Differential	12,915.00	15,933.48	0.00	15,933.48	(3,018.48)
Airfare	15,000.00	8,188.79	539.87	8,728.66	6,271.34
R & R	9,000.00	3,012.94	0.00	3,012.94	5,987.06
Shipping	3,000.00	7,365.34	732.82	8,098.16	(5,098.16)
Storage	3,000.00	1,626.51	0.00	1,626.51	1,373.49
DRA Insurance	6,167.00	1,839.17	166.00	2,005.17	4,161.83
U.S. Embassy medical	1,380.00	931.86	0.00	931.86	448.14
MEDIVAC	720.00	745.00	0.00	745.00	(25.00)
Pre/post Medical	1,600.00	172.00	0.00	172.00	1,428.00
Temporary Car	1,000.00	1,179.62	0.00	1,179.62	(179.62)
Temporary Housing	1,200.00	2,220.77	0.00	2,220.77	(1,020.77)
Settling-in Allowance	9,500.00	12,500.00	0.00	12,500.00	(3,000.00)
Housing	23,000.00	32,707.97	886.50	33,594.47	(10,594.47)
Guard Service	3,000.00	4,204.60	421.49	4,626.09	(1,626.09)
Health Insurance	3,600.00	2,103.31	0.00	2,103.31	1,496.69
Educational Allowance	0.00	15,432.61	0.00	15,432.61	(15,432.61)
Subtotal	232,273.00	280,651.48	2,746.68	283,398.16	(51,125.16)
G & A	4,645.46	7,803.22	127.22	7,930.44	(3,284.98)
Recruitment Cost	3,000.00	12,904.85	0.00	12,904.85	(9,904.85)
TOTAL	239,918.46	301,359.55	2,873.90	304,233.45	(64,314.99)

61-2349-15-02
PARTICIPANT TRAINING

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
2 RT to Washington, DC	6,000.00	0.00	0.00	0.00	6,000.00
Per Diem for Washington for 14 days; \$121 X 14 X 2	3,388.00	3,057.29	0.00	3,057.29	330.71
Health Insurance 34 X 2	68.00	668.93	0.00	668.93	(600.93)
Local Travel	2,000.00	2,643.15	0.00	2,643.15	(643.15)
	11,456.00	6,369.37	0.00	6,369.37	5,086.63

61-2349-15-03
PROPOSED BUDGET FOR: AID

Short Term Technical Assistance (MOLG)

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
Consultancy Fees (48 days X \$285)	13,680.00	(524.62)	0.00	(524.62)	14,204.62
International Travel (1RT @ \$3,000)	3,000.00	0.00	0.00	0.00	3,000.00
Per Diem (56 days X 90)	5,040.00	0.00	0.00	0.00	5,040.00
Medical Insurance, In'l Per Diem	300.00	0.00	0.00	0.00	300.00
	22,020.00	(524.62)	0.00	(524.62)	22,544.62
Indirect Cost	6,165.60	0.00	0.00	0.00	6,165.60
TOTAL	28,185.60	(524.62)	0.00	(524.62)	28,710.22

61-2349-15-04
PROPOSED BUDGET FOR: AID

Short Term Technical Assistance (MOLG)

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
Consultancy Fees (60 days X \$285)	17,100.00	8,500.13	0.00	8,500.13	8,599.87
Local Senior Trainer Fees	9,000.00	0.00	0.00	0.00	9,000.00
Per Diem (72 days X 90)	6,480.00	3,782.89	0.00	3,782.89	2,697.11
Car Rental	500.00	0.00	0.00	0.00	500.00
International Travel (1RT @ \$3,000)	3,000.00	0.00	0.00	0.00	3,000.00
Medical Insurance, In'l Per Diem	300.00	66.00	0.00	66.00	234.00
	36,380.00	12,349.02	0.00	12,349.02	24,030.98
Indirect Cost 29.5%	10,186.40	3,746.66	0.00	3,746.66	6,439.74
TOTAL	46,566.40	16,095.68	0.00	16,095.68	30,470.72

61-2349-15-05
PROPOSED BUDGET FOR: AID

Short Term Technical Assistance (MOLG)

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
Consultancy Fees (30 days X \$285)	8,550.00	0.00	0.00	0.00	8,550.00
International Travel (1RT @ \$3,000)	3,000.00	0.00	0.00	0.00	3,000.00
Per Diem (35 days X 90)	3,150.00	0.00	0.00	0.00	3,150.00
Car Rental	500.00	90.01	0.00	90.01	409.99
Medical Insurance, In'l Per Diem	300.00	0.00	0.00	0.00	300.00
	15,500.00	90.01	0.00	90.01	15,409.99
Indirect cost 29.5%	4,340.00	25.99	0.00	25.99	4,314.01
TOTAL	19,840.00	116.00	0.00	116.00	19,724.00

61-2349-15-06
PROPOSED BUDGET FOR: AURORA
Equipment (MOLG)

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
1 High speed multi-use photocopier	15,000.00	15,245.92	(203.00)	15,042.92	(42.92)
3 microcomputers, printers and accessories	15,000.00	0.00	0.00	0.00	15,000.00
Shipping, insurance & handling fees	3,000.00	5,367.01	390.81	5,757.82	(2,757.82)
TOTAL	33,000.00	20,612.93	187.81	20,800.74	12,199.26

61-2349-15-07
PROPOSED BUDGET FOR: AED

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
Supplies and other consumables	1,000.00	0.00	0.00	0.00	1,000.00
Training materials and manuals					
Local contract to produce multiple copies of all training modules and manuals	50,000.00	0.00	4,245.95	4,245.95	45,754.05
Development of TOT materials					
Training manuals (15 sets X \$200)	3,000.00	3,329.15	0.00	3,329.15	(329.15)
Field research costs (travel & per diem for 12 TOT trainees)	7,200.00	0.00	0.00	0.00	7,200.00
Transportation (car rental)	3,000.00	0.00	0.00	0.00	3,000.00
Materials and supplies	4,000.00	54.66	0.00	54.66	3,945.34
TOTAL	68,200.00	3,383.81	4,245.95	7,629.76	60,570.24

61-2349-15-08
PROPOSED BUDGET FOR: AED (Field Office)
Elected Council Chairman Workshop

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
35 Participants X 10 days X \$40	14,000.00	4,443.00	0.00	4,443.00	9,557.00
3 Trainers X 10 days X \$40	1,200.00	0.00	0.00	0.00	1,200.00
Materials and Supplies	1,000.00	2,679.99	0.00	2,679.99	(1,679.99)
TOTAL	16,200.00	7,122.99	0.00	7,122.99	9,077.01

61-2349-15-09
PROPOSED BUDGET FOR: AED (Field Office)
Financial Management Workshop

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
100 persons X 20 days X \$30	60,000.00	52,484.53	0.00	52,484.53	7,515.47
3 Trainers X 96 days X \$30	8,640.00	11,047.26	0.00	11,047.26	(2,407.26)
Materials and Supplies \$50 X 100	5,000.00	228.69	0.00	228.69	4,771.31
TOTAL	73,640.00	63,760.48	0.00	63,760.48	9,879.52

61-2349-15-10 PROPOSED BUDGET FOR: AID (Field Office) Executive Development Seminar	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
100 persons X 10 days X \$50	50,000.00	13,061.17	0.00	13,061.17	36,938.83
2 Trainers X 40 days X \$50	4,000.00	0.00	0.00	0.00	4,000.00
			0.00		
Materials and Supplies \$50 X 100	3,800.00	0.00	0.00	0.00	3,800.00
TOTAL	57,800.00	13,061.17	0.00	13,061.17	44,738.83

61-2349-15-11 PROPOSED BUDGET FOR: AID (Field Office) Policy and Process Workshops (4)	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
1.- Principles and Practices of Cost recovery and affordability	20,000.00	68,036.08	0.00	68,036.08	(48,036.08)
2.- Decentralization - Policy and Practice	20,000.00	0.00	0.00	0.00	20,000.00
3.- Role of the local authorities to support private sector development	20,000.00	0.00	0.00	0.00	20,000.00
4.- General management process workshops for local authority works supervisors	20,000.00	0.00	0.00	0.00	20,000.00
TOTAL	80,000.00	68,036.08	0.00	68,036.08	11,963.92
CONTINGENCY FOR ALL BUDGETS	70,693.54	0.00	0.00	0.00	70,693.54
TOTAL DELIVERY ORDER No.15	745,500.00	499,393.44	7,307.66	506,701.10	238,798.90
OBLIGATED AMOUNT	745,500.00				

Delivery Order #16 Signed: October 1989
 AID Contract No. 612-0230-C-00-8009-00
 AID ID No. 61-2349-16-00

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
International Travel	2,950.00	3,435.78	0.00	3,435.78	(485.78)
Maintenance Allowance	975.00	1,073.15	0.00	1,073.15	(98.15)
Subcontracts	12,498.00	11,295.31	0.00	11,295.31	1,202.69
TOTAL EXPENSES	16,423.00	15,804.24	0.00	15,804.24	618.76

Delivery Order #17 Signed: September 1989
 AID Contract No. 612-0230-C-00-8009-00
 ARD ID No. 61-2349-17-00

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
International Travel	3,000.00	2,291.18	0.00	2,291.18	708.82
Maintenance Allowance	975.00	1,059.48	0.00	1,059.48	(84.48)
Subcontracts	11,025.00	9,053.19	0.00	9,053.19	1,971.81
TOTAL EXPENSES	15,000.00	12,403.85	0.00	12,403.85	2,596.15

Delivery Order #18 Signed: September 1989
 AID Contract No. 612-0230-C-00-8009-00
 AID ID No. 61-2349-18-00

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
International Travel	2,500.00	2,394.91	0.00	2,394.91	105.09
Maintenance Allowance	450.00	0.00	0.00	0.00	450.00
Subcontracts	4,550.00	4,320.16	0.00	4,320.16	229.84
TOTAL EXPENSES	7,500.00	6,715.07	0.00	6,715.07	784.93

Delivery Order #19 Signed: September 1989
 AID Contract No. 612-0230-C-00-8009-00
 AND ID No. 61-2349-19

61-2349-19-01
 Hugh Gibson

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
1. SALARIES AND BENEFITS					
Base Salary	129,150.00	129,063.88	0.00	129,063.88	86.12
7% Benefits	9,041.00	9,318.61	0.00	9,318.61	(277.61)
10% Differential	12,915.00	12,814.92	0.00	12,814.92	100.08
SUBTOTAL SALARY	151,106.00	151,197.41	0.00	151,197.41	(91.41)
- Local Salary	6,000.00	0.00	0.00	0.00	6,000.00
NET SALARY	157,106.00	151,197.41	0.00	151,197.41	5,908.59
2. TICKETS					
Round Trips to Malawi	18,000.00	2,715.04	0.00	2,715.04	15,284.96
R & R	9,000.00	2,090.78	0.00	2,090.78	6,909.22
3. SHIPPING COST					
4. STORAGE	3,000.00	7,350.00	0.00	7,350.00	(4,350.00)
	3,000.00	1,671.10	72.80	1,743.90	1,256.10
5. D.B.A.	6,167.00	0.00	0.00	0.00	6,167.00
6. U.S. EMB. MEDICAL	1,380.00	0.00	0.00	0.00	1,380.00
7. MEDIVAC	720.00	125.00	0.00	125.00	595.00
8. PRE/POST MEDICAL	1,600.00	306.12	0.00	306.12	1,293.88
9. TEMP. CAR	1,000.00	1,449.01	0.00	1,449.01	(449.01)
10. TEMP. HOUSING	1,200.00	3,657.56	0.00	3,657.56	(2,457.56)
11. SETTling IN	12,500.00	9,000.00	0.00	9,000.00	3,500.00
12. HOUSING	23,000.00	33,711.84	0.00	33,711.84	(10,711.84)
13. BOOKS ALLOWANCE	0.00	468.68	0.00	468.68	468.68
14. SECURITY	3,000.00	2,838.78	0.00	2,838.78	161.22
15. INSURANCE	3,600.00	4,662.31	0.00	4,662.31	(1,062.31)
16. RECRUITMENT	3,000.00	2,142.46	(200.00)	1,942.46	1,057.54
17. SUBTOTAL 1 - 16	232,272.50	223,386.09	(127.20)	223,258.89	9,013.61
18. G & A	4,645.45	5,953.78	(3.81)	5,949.97	(1,304.52)
19-01 TOTAL	236,917.95	229,339.87	(131.01)	229,208.86	7,709.09

61-2349-19-02	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
1. ST CONSULTANTS					
Consultancy Fees (113 days @ \$285)	32,205.00	29,047.50	0.00	29,047.50	3,157.50
Int'l Travel (1 RT @ \$4,000)	4,000.00	4,550.92	0.00	4,550.92	(550.92)
Per Diem (129 days @ \$90)	11,610.00	18,334.88	0.00	18,334.88	(6,724.88)
DBA Insurance	1,285.00	0.00	0.00	0.00	1,285.00
NNDIVAC/In'l Per Diem	765.00	291.07	0.00	291.07	473.93
Total Consultants	49,865.00	52,224.37	0.00	52,224.37	(2,359.37)
Overhead	13,962.20	14,838.64	0.00	14,638.64	(876.44)
19-02 TOTAL	63,827.20	66,863.01	0.00	66,863.01	(3,035.81)

61-2349-19-03	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
1. ST CONSULTANTS					
Consultancy Fees (50 days @ \$285)	14,250.00	35,400.00	0.00	35,400.00	(21,150.00)
Int'l Travel (1 RT @ \$4,000)	4,000.00	11,898.33	0.00	11,898.33	(7,898.33)
Per Diem (56 days @ \$90)	5,040.00	18,210.25	0.00	18,210.25	(13,170.25)
DBA Insurance	569.00	0.00	0.00	0.00	569.00
NNDIVAC/In'l Per Diem	500.00	2,664.41	0.00	2,664.41	(2,164.41)
Total Consultants	24,359.00	68,172.99	0.00	68,172.99	(43,813.99)
Overhead	6,820.52	16,092.83	0.00	16,092.83	(9,272.31)
19-03 TOTAL	31,179.52	84,265.82	0.00	84,265.82	(53,086.30)

61-2349-19-04	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
1. PARTICIPANT EXPENSE					
Int'l Airfare 2 X 4000	8,000.00	12,842.42	0.00	12,842.42	(4,842.42)
Maintenance Advance 2 X 4000	8,000.00	1,489.17	0.00	1,489.17	6,510.83
Prof. Membership 2 X 225	450.00	0.00	0.00	0.00	450.00
Shipping Books/Equip. 2 X 300	600.00	0.00	0.00	0.00	600.00
Insurance 2 X 50	100.00	0.00	0.00	0.00	100.00
Field Trips/Seminars	2,850.00	0.00	0.00	0.00	2,850.00
Escort Assistance	5,000.00	8,554.13	0.00	8,554.13	(3,554.13)
19-04 TOTAL	\$25,000.00	\$22,885.72	\$0.00	\$22,885.72	\$2,114.28

PIO/T612-0230-3-00030 61-2349-19-05	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
ST CONSULTANTS					
Consultancy Fees	26,550.00	398.00	0.00	398.00	26,152.00
Int'l Travel	10,000.00	0.00	0.00	0.00	10,000.00
Local Transportation	1,000.00	0.00	0.00	0.00	1,000.00
Per Diem	10,112.00	70.26	0.00	70.26	10,041.74
DEA Insurance	1,059.00	0.00	0.00	0.00	1,059.00
MEDEVAC/COMMUNICATIONS	600.00	0.00	0.00	0.00	600.00
Total Consultants	49,321.00	468.26	0.00	468.26	48,852.74
Overhead 28%	14,550.00	135.23	0.00	135.23	14,414.77
TOTAL 19-05	63,871.00	603.49	0.00	603.49	63,267.51

PIO/T612-0230-3-00030 61-2349-19-06	D.O. BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
COMMODITIES					
Computer hardware	8,300.00	13,563.04	0.00	13,563.04	(5,263.04)
Software	1,480.00	0.00	0.00	0.00	1,480.00
Supplies/Books	220.00	0.00	0.00	0.00	220.00
Shipping	2,000.00	0.00	0.00	0.00	2,000.00
TOTAL 19-06	12,000.00	13,563.04	0.00	13,563.04	(1,563.04)

PIO/T612-0230-3-00030 61-2349-19-07	D.O. BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
PARTICIPANT EXPENSE					
Int'l Travel	2,500.00	0.00	0.00	0.00	2,500.00
Maintenace Advance	975.00	0.00	0.00	0.00	975.00
Subcontractors	12,525.00	5,875.48	0.00	5,875.48	6,649.52
TOTAL 19-07	16,000.00	5,875.48	0.00	5,875.48	10,124.52

Delivery Order #19 Signed: September 1989
 AID Contract No. 612-0230-C-00-8009-00
 AEDPIO/T 612-0230-3-80017

61-2349-19-08	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
1. SALARIES AND BENEFITS					
Base Salary	65,000.00	42,639.31	4,333.33	46,972.64	18,027.36
7X Benefits	4,550.00	2,841.97	303.33	3,145.30	1,404.70
10X Differential	6,500.00	4,059.97	433.33	4,493.30	2,006.70
SUBTOTAL SALARY	76,050.00	49,541.25	5,069.99	54,611.24	21,438.76
- Local Salary	0.00	0.00	0.00	0.00	0.00
NET SALARY	76,050.00	49,541.25	5,069.99	54,611.24	21,438.76
2. TICKETS					
Round Trips to Malawi	12,000.00	2,983.08	0.00	2,983.08	9,016.92
R & R	0.00	0.00	0.00	0.00	0.00
Excess Baggage	400.00	0.00	0.00	0.00	400.00
3. SHIPPING COST	1,500.00	1,706.10	0.00	1,706.10	(206.10)
4. STORAGE	1,500.00	801.45	0.00	801.45	698.55
5. D.B.A.	3,034.00	0.00	0.00	0.00	3,034.00
6. U.S. EMB. MEDICAL	690.00	946.56	(0.00)	946.56	(256.56)
7. MEDIVAC	360.00	0.00	0.00	0.00	360.00
8. PRE/POST MEDICAL	700.00	865.63	0.00	865.63	(165.63)
9. TEMP. CAR	2,000.00	1,800.67	0.00	1,800.67	199.33
10. TEMP. HOUSING	1,388.00	2,054.17	0.00	2,054.17	(666.17)
11. SETTling IN	12,500.00	3,725.00	25.00	3,750.00	8,750.00
12. HOUSING	18,000.00	7,382.15	2,798.53	10,180.68	7,819.32
13. BOOKS ALLOWANCE	300.00	119.00	0.00	119.00	181.00
14. SECURITY	1,700.00	601.62	272.43	874.05	825.95
15. INSURANCE	1,800.00	1,655.43	150.00	1,805.43	(5.43)
16. RECRUITMENT	2,000.00	2,988.17	13.34	3,001.51	(1,001.51)
17. SUBTOTAL 1 - 16	135,922.00	77,170.28	8,329.29	85,499.57	50,422.43
18. G & A	4,078.00	2,132.47	249.86	2,382.33	1,695.67
19-08 TOTAL	140,000.00	79,302.75	8,579.15	87,881.90	52,118.10
GRAND TOTAL	\$588,795.67	\$502,639.18	\$8,448.14	\$511,147.32	\$77,648.35
OBLIGATED AMOUNT	451,878.00				

Delivery Order #20 Signed: November 1989
 AID Contract No. 612-0230-C-00-8009-00
 AID ID No. 61-2349-20

Aarion Adiv 61-2349-20-03	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
1. SALARIES AND BENEFITS					
Base Salary	200,550.00	159,639.19	17,534.49	177,173.68	23,376.32
7% Benefits	14,039.00	14,355.66	1,227.42	15,583.08	(1,544.08)
10% Differential	20,057.00	12,813.42	1,753.44	14,566.86	5,490.14
SUBTOTAL SALARY	234,646.00	186,808.27	20,515.35	207,323.62	27,322.38
- Local Salary	0.00	0.00	0.00	0.00	0.00
NET SALARY	234,646.00	186,808.27	20,515.35	207,323.62	27,322.38
2. TICKETS					
Round Trips to Malawi	12,000.00	16,074.06	0.00	16,074.06	(4,074.06)
R & R	12,000.00	4,348.51	0.00	4,348.51	7,651.49
Excess Baggage	360.00	0.00	0.00	0.00	360.00
3. SHIPPING COST	3,200.00	0.00	0.00	0.00	3,200.00
4. STORAGE	4,500.00	4,133.51	148.40	4,279.91	220.09
5. D.B.A.	8,599.00	1,630.41	1,855.00	3,485.41	5,113.59
6. U.S. EMP. MEDICAL	2,070.00	1,702.88	0.00	1,702.88	367.12
7. MEDIVAC	1,080.00	125.00	0.00	125.00	955.00
8. PRE/POST MEDICAL	1,600.00	836.18	0.00	836.18	703.82
9. TEMP. CAR	1,000.00	436.29	0.00	436.29	563.71
10. TEMP. HOUSING	1,200.00	795.32	0.00	795.32	404.68
11. SETTLING IN	12,500.00	12,500.00	0.00	12,500.00	0.00
12. HOUSING	36,000.00	21,560.83	221.58	21,782.41	14,217.59
13. BOOKS ALLOWANCE	300.00	12,252.84	0.00	12,252.84	(11,952.84)
14. SECURITY	4,875.00	5,241.22	507.55	5,748.77	(873.77)
15. INSURANCE	5,400.00	4,691.28	450.00	5,141.28	258.72
16. RECRUITMENT	800.00	858.90	50.18	909.08	(109.08)
17. EDUCATIONAL TRAVEL	31,000.00	42,286.34	0.00	42,286.34	(11,286.34)
18. SUBTOTAL 1 - 17	373,130.00	316,341.84	23,746.06	340,087.90	33,042.10
19. G & A	11,198.00	8,450.08	1,213.21	9,663.29	1,534.71
20-03 TOTAL	384,328.00	324,791.92	24,959.27	349,751.19	34,576.81

13-2349-20-01	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
1. PARTICIPANT COST					
Int'l Travel	1,619.00	1,005.09	0.00	1,005.09	613.91
Maintenace Advance	975.00	0.00	0.00	0.00	975.00
Subcontract	120,281.00	62,891.29	(70.19)	62,821.10	57,459.90
20-02 TOTAL	122,875.00	63,896.38	(70.19)	63,826.19	59,048.81

13-2349-20-02	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
1. PARTICIPANT COST					
Int'l Travel	1,466.00	1,465.34	0.00	1,465.34	0.66
Maintenace Advance	975.00	1,088.76	0.00	1,088.76	(113.76)
Subcontract	68,990.00	71,263.55	(9.40)	71,274.15	(2,284.15)
20-03 TOTAL	71,431.00	73,837.65	(9.40)	73,828.25	(2,397.25)

13-2349-20-04	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
1. SUPPLIES	5,000.00	7,139.04	0.00	7,139.04	(2,139.04)
20-04 TOTAL	5,000.00	7,139.04	0.00	7,139.04	(2,139.04)
D.O. 20 TOTAL	583,634.00	469,664.99	24,879.68	494,544.67	89,089.33
OBLIGATED AMOUNT	583,634.00				

Delivery Order #21 Signed: November 1989
 AID Contract No. 612-0230-C-00-8009-00
 AID ID No. 61-2349-21
 61-2349-21-01
 Tod Smith

	BUDGET Includes Amend.1	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
1. SALARIES AND BENEFITS					
Base Salary	101,942.00	101,815.75	0.00	101,815.75	126.25
7X Benefits	7,136.00	6,771.99	0.00	6,771.99	364.01
10X Differential	10,194.00	9,674.15	0.00	9,674.15	519.85
SUBTOTAL SALARY	119,272.00	118,261.89	0.00	118,261.89	1,010.11
- Local Salary	5,500.00	0.00	0.00	0.00	5,500.00
NET SALARY	113,772.00	118,261.89	0.00	118,261.89	(4,489.89)
2. TICKETS					
4 RT to Malawi	9,600.00	20,238.69	0.00	20,238.69	(10,638.69)
R & R	4,700.00	0.00	0.00	0.00	4,700.00
3. SHIPPING COST					
4. STORAGE	4,000.00	3,337.17	563.69	3,900.86	99.14
	1,650.00	1,284.00	0.00	1,284.00	366.00
5. D.B.A.					
	4,539.00	0.00	0.00	0.00	4,539.00
6. U.S. EMP. MEDICAL					
	1,380.00	603.44	0.00	603.44	776.56
7. MEDIVAC					
	720.00	0.00	0.00	0.00	720.00
8. PRE/POST MEDICAL					
	800.00	340.20	0.00	340.20	459.80
9. TEMP. CAR					
	0.00	0.00	0.00	0.00	0.00
10. TEMP. HOUSING					
	2,100.00	2,043.91	0.00	2,043.91	56.09
11. SETTling IN					
	11,458.00	11,249.96	0.00	11,249.96	208.04
12. HOUSING					
	0.00	871.95	0.00	871.95	(871.95)
13. BOOKS ALLOWANCE					
	1,593.00	300.00	0.00	300.00	1,293.00
14. SECURITY					
	3,000.00	3,644.57	0.00	3,644.57	(644.57)
15. INSURANCE					
	3,300.00	4,371.90	0.00	4,371.90	(1,071.90)
16. EDUCATIONAL TRAVEL					
	18,000.00	5,100.73	0.00	5,100.73	12,899.27
17. RECRUITMENT					
	107.00	120.26	0.00	120.26	(13.26)
18. SUBTOTAL 1 - 17	180,719.00	171,768.67	563.69	172,332.36	8,386.64
19. G & A	5,421.00	4,626.17	16.87	4,643.04	777.96
21-01 TOTAL	186,140.00	176,394.84	580.56	176,975.40	9,164.60

61-2349-21-02	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
1. COMMODITIES					
Subcontract	43,385.00	52,102.58	0.00	52,102.58	(8,717.58)
Shipping & Insurance	6,508.00	0.00	0.00	0.00	6,508.00
Admin. Fee 7%	3,492.00	0.00	0.00	0.00	3,492.00
Contingency	1,000.00	0.00	0.00	0.00	1,000.00
21-02 TOTAL	54,385.00	52,102.58	0.00	52,102.58	2,282.42
D.O. 21 TOTAL	\$240,525.00	\$228,497.42	\$580.56	\$229,077.98	\$11,447.02

DELIVERY ORDER No. 22
 CONTRACT No. 612-0230-C-00-8009-00
 Date signed: November, 1989

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
22-18					
International Travel	5,000.00	1,330.48	0.00	1,330.48	3,669.52
Maintenance Advance	975.00	965.60	0.00	965.60	9.40
Subcontract	52,025.00	37,710.59	0.00	37,710.59	14,314.41
TOTAL	58,000.00	40,006.67	0.00	40,006.67	17,993.33
22-19					
International Travel	5,000.00	1,330.48	0.00	1,330.48	3,669.52
Maintenance Advance	975.00	965.60	0.00	965.60	9.40
Subcontract	46,456.00	42,881.52	0.00	42,881.52	3,574.48
TOTAL	52,431.00	45,177.60	0.00	45,177.60	7,253.40
22-20					
International Travel	5,000.00	1,618.72	0.00	1,618.72	3,381.28
Maintenance Advance	975.00	0.00	0.00	0.00	975.00
Subcontract	46,175.00	32,959.94	(5.23)	32,954.71	13,220.29
TOTAL	52,150.00	34,578.66	(5.23)	34,573.43	17,576.57
22-21					
International Travel	2,600.00	2,793.65	0.00	2,793.65	(193.65)
Maintenance Advance	975.00	1,009.91	0.00	1,009.91	(34.91)
Subcontract	22,326.00	22,639.60	0.00	22,639.60	(313.60)
TOTAL	25,901.00	26,443.16	0.00	26,443.16	(542.16)
22-22					
International Travel	2,600.00	3,229.77	0.00	3,229.77	(629.77)
Maintenance Advance	975.00	1,248.72	0.00	1,248.72	(273.72)
Subcontract	25,460.00	17,231.47	0.00	17,231.47	8,228.53
TOTAL	29,035.00	21,709.96	0.00	21,709.96	7,325.04

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
22-23					
International Travel	2,600.00	2,793.65	0.00	2,793.65	(193.65)
Maintenance Advance	975.00	1,149.13	0.00	1,149.13	(174.13)
Subcontract	22,326.00	21,758.83	0.00	21,758.83	567.17
TOTAL	25,901.00	25,701.61	0.00	25,701.61	199.39
22-24					
International Travel	2,600.00	0.00	0.00	0.00	2,600.00
Maintenance Advance	975.00	1,162.19	0.00	1,162.19	(187.19)
Subcontract	22,275.00	19,342.87	0.00	19,342.87	2,932.13
TOTAL	25,850.00	20,505.06	0.00	20,505.06	5,344.94
22-25					
International Travel	2,600.00	5,839.12	0.00	5,839.12	(3,239.12)
Maintenance Advance	975.00	1,059.59	0.00	1,059.59	(84.59)
Subcontract	16,425.00	18,014.45	0.00	18,014.45	(1,589.45)
TOTAL	20,000.00	24,913.16	0.00	24,913.16	(4,913.16)
22-26					
International Travel	5,000.00	1,010.53	0.00	1,010.53	3,989.47
Maintenance Advance	975.00	911.63	0.00	911.63	63.37
Subcontract	14,274.00	18,381.08	0.00	18,381.08	(4,107.08)
TOTAL	20,249.00	20,303.24	0.00	20,303.24	(54.24)
22-27					
International Travel	5,000.00	2,610.00	0.00	2,610.00	2,390.00
Maintenance Advance	975.00	0.00	0.00	0.00	975.00
Subcontract	52,025.00	31,120.91	(74.51)	31,046.40	20,978.60
TOTAL	58,000.00	33,730.91	(74.51)	33,656.40	24,343.60
22-28					
International Travel	5,000.00	0.00	0.00	0.00	5,000.00
Maintenance Advance	975.00	1,006.53	0.00	1,006.53	(31.53)
Subcontract	52,025.00	11,874.89	(54.43)	11,820.46	40,204.54
TOTAL	58,000.00	12,881.42	(54.43)	12,826.99	45,173.01
TOTAL DELIVERY ORDER	425,517.00	305,951.45	(134.17)	305,817.28	119,699.72
TOTAL OBLIGATED AMOUNT	\$425,517.00				

Delivery Order #23 Signed: June 1989
 AID Contract No. 612-0230-C-00-8009-00
 AND ID No. 61-2349-23-00

	BUDGET	PREVIOUS 21st. QUARTER EXPENSES 03/93 - 05/93	TOTAL EXPENSES	BALANCE
International Travel	5,000.00	1,368.59	0.00 1,368.59	3,631.41
Maintenance Allowance	975.00	971.79	0.00 971.79	3.21
Subcontracts	52,025.00	55,571.37	0.00 55,571.37	(3,546.37)
TOTAL EXPENSES	58,000.00	57,911.75	0.00 57,911.75	88.25

Delivery Order #24 Signed: June 1989
 AID Contract No. 612-0230-C-00-8009-00
 AKD ID No. 61-2349-24-00

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
International Travel	5,000.00	1,596.30	0.00	1,596.30	3,403.70
Maintenance Allowance	975.00	1,595.87	0.00	1,595.87	(620.87)
Subcontracts	52,025.00	51,082.69	0.00	51,082.69	942.31
TOTAL EXPENSES	58,000.00	54,274.86	0.00	54,274.86	3,725.14

Delivery Order #26 Signed: March 1990
 AID Contract No. 612-0230-C-00-8009-00
 AID ID No. 61-2349-26
 Participant Expense

61-2349-26-01 (FOR AID)

ITEM	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
1. Training Orientation					
Training courses for 30 Participants	4,000.00	3,662.33	0.00	3,662.33	337.67
Room and Board for 30 Participants	7,000.00	15,330.65	0.00	15,330.65	(8,330.65)
2. Professional Counselling					
Instruction on test talking (GRE, GMAT)	2,000.00	0.00	0.00	0.00	2,000.00
3. Newsletters	4,000.00	140.22	0.00	140.22	3,859.78
4. Luncheons and Seminars	900.00	0.00	0.00	0.00	900.00
5. Followup professional meetings	2,000.00	0.00	0.00	0.00	2,000.00
6. Awards Banquets in Malawi	5,000.00	8,316.59	0.00	8,316.59	(3,316.59)
AID TOTAL	24,900.00	27,449.79	0.00	27,449.79	(2,549.79)

61-2349-26-02 (FOR IIE)

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
Annual Conference in the U.S.					
Guest speakers	250.00	0.00	0.00	0.00	250.00
Transportation (speakers)	450.00	150.00	0.00	150.00	300.00
Room and board	125.00	0.00	0.00	0.00	125.00
Bus rental (city tours/meetings)	500.00	0.00	0.00	0.00	500.00
Photographs	200.00	0.00	0.00	0.00	200.00
Reception and Banquet	500.00	0.00	0.00	0.00	500.00
Travel and Per diem for Officials	5,000.00	7,625.02	0.00	7,625.02	(2,625.02)
ITS Exam, Publications	1,000.00	0.00	0.00	0.00	1,000.00
IIE TOTAL	8,025.00	7,775.02	0.00	7,775.02	249.98

61-2349-26-03

ITEM	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
1. Typing and Computer Orientation				
Training courses	2,000.00	0.00	0.00	2,000.00
Room and board	3,500.00	0.00	1,705.35	1,794.65
2.				
Instruction on test talking (GRE, GMAT)	2,000.00	0.00	0.00	2,000.00
3.				0.00
Guest Speakers	1,000.00	0.00	0.00	1,000.00
Transportation for speakers	1,350.00	0.00	0.00	1,350.00
Room/board	375.00	0.00	0.00	375.00
Bus rental (city tours/meetings)	1,500.00	0.00	0.00	1,500.00
Photographs	1,000.00	0.00	0.00	1,000.00
Reception and banquet	1,500.00	0.00	0.00	1,500.00
Travel and per diem in U.S.	20,000.00	0.00	2,176.43	17,823.57
4. Publications (ITS exam/Publications)	1,000.00	0.00	0.00	1,000.00
5. Newsletters	8,000.00	0.00	0.00	8,000.00
6. Luncheons and Seminars	4,500.00	0.00	0.00	4,500.00
7. Followup professional meetings	5,000.00	0.00	0.00	5,000.00
8. Awards Banquets in Malawi	15,000.00	0.00	0.00	15,000.00
Total 19 - 03	67,725.00	0.00	3,881.78	63,843.22
DELIVERY ORDER TOTAL	100,650.00	35,224.81	3,881.78	61,543.41

Delivery Order #27 Signed: February 1990
 AID Contract No. 612-0239-C-00-8009-00
 AND ID No. 61-2349-27-00
 Participant Expense

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
1. Participant Expense ITS Examination and Registration Educational Testing Service, Princeton New Jersey	3,095.00	2,355.50	0.00	2,355.50	739.50
TOTAL DELIVER ORDER	3,095.00	2,355.50	0.00	2,355.50	739.50

Delivery Order #28 Signed: March 1990
 AID Contract No. 612-0230-C-00-8009-00
 AID ID No. 61-2349-28-00
 Participant Expense

	BUDGET	PREVIOUS EXPENSES	21th. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
1. Participant Expense					
ETS Examination and Registration Educational Testing Service, Princeton New Jersey	3,095.00	2,365.25	0.00	2,365.25	729.75
TOTAL DELIVER ORDER	3,095.00	2,365.25	0.00	2,365.25	729.75

Delivery Order #29 Signed: March 1990
 AID Contract No. 612-0230-C-00-8009-00
 AID ID No. 61-2349-29

61-2349-29-00	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
1. SALARIES AND BENEFITS					
Base Salary	198,607.50	48,913.76	22,731.51	71,645.27	126,962.23
10% Differential	19,860.75	3,815.28	2,084.16	5,899.44	13,961.31
7% Benefits	13,902.53	4,508.90	1,458.91	5,967.81	7,934.72
SUBTOTAL SALARY	232,370.78	57,237.94	26,274.58	83,512.52	148,858.26
- Local Salary	0.00	1,325.08	0.00	1,325.08	(1,325.08)
NET SALARY	232,370.78	55,912.86	26,274.58	84,837.60	147,533.18
2. TICKETS					
Round Trips to Malawi	19,000.00	9,397.28	0.00	9,397.28	9,602.72
R & R	18,000.00	0.00	0.00	0.00	18,000.00
Excess Baggage	200.00	0.00	0.00	0.00	200.00
3. SHIPPING COST					
	3,500.00	4,451.87	3,042.00	7,493.87	(3,993.87)
4. STORAGE					
	3,300.09	1,256.05	398.18	1,654.23	1,645.86
5. D.R.A. @ 3.99%					
	9,271.59	1,518.43	2,025.00	3,543.43	5,728.16
6. U.S. EMR. MEDICAL					
	2,070.00	1,573.94	0.00	1,573.94	496.06
7. MEDIVAC					
	1,080.00	525.00	0.00	525.00	555.00
8. PRE/POST MEDICAL					
	1,600.00	1,064.43	0.00	1,064.43	535.57
9. TEMP. CAR					
	1,000.00	4,244.94	(0.00)	4,244.94	(3,244.94)
10. TEMP. HOUSING					
	1,200.00	5,201.42	0.00	5,201.42	(4,001.42)
11. SETTling IN					
	12,500.00	21,500.00	0.00	21,500.00	(9,000.00)
12. HOUSING					
	44,000.00	17,020.38	12,317.94	29,338.32	14,661.68
13. BOOKS ALLOWANCE					
	300.00	514.15	0.00	514.15	(214.15)
14. SECURITY					
	5,100.00	1,766.25	270.28	2,036.53	3,063.47
15. INSURANCE					
	5,400.00	1,500.00	600.00	2,100.00	3,300.00
16. RECRUITMENT					
	3,800.00	2,787.06	98.00	2,885.06	914.94
17. SUBTOTAL 1 - 15	\$363,692.46	\$130,234.06	\$45,025.98	\$177,910.20	\$185,782.26
18. G & A	7,273.85	3,514.19	1,897.51	5,411.70	1,862.15
19. TOTAL OBLIGATED AMOUNT:	\$370,966.31	\$133,748.25	\$46,923.49	\$183,321.90	\$187,644.41
	\$371,000.00				

Delivery Order #30 Signed: May 1989
 AID Contract No. 612-0230-C-00-8009-00
 AID ID No. 61-2349-30

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
International Travel	4,000.00	4,558.85	0.00	4,558.85	(558.85)
In-country Travel (car rental)	2,000.00	0.00	0.00	0.00	2,000.00
Per Diem	3,675.00	3,742.75	0.00	3,742.75	(67.75)
International Per Diem/ground transportation	350.00	0.00	0.00	0.00	350.00
Consulting Fees (30 days @ \$285)	8,550.00	8,555.00	0.00	8,555.00	(5.00)
Other Direct:					
Immunizations, passport pictures	30.00	0.00	0.00	0.00	30.00
Embassy health unit fees, medivac ins.	66.00	138.25	0.00	138.25	(72.25)
DEA @ 3.99%	341.15	0.00	0.00	0.00	341.15
Communications and Ground Transportation	300.00	699.68	0.00	699.68	(399.68)
Miscellaneous Expenses	150.00	0.00	0.00	0.00	150.00
Subtotal	19,462.15	17,694.53	0.00	17,694.53	1,767.61
Overhead @ 29.5%	5,449.40	4,954.82	0.00	4,954.82	494.58
TOTAL	24,911.55	22,649.35	0.00	22,649.35	2,262.20

Delivery Order #31 Signed: March 1990
 AID Contract No. 612-0230-C-00-8009-00
 AID ID No. 61-2349-31

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
61-2349-31-01 FOR AID					
TRAVEL AND PROGRAM COST					
1. INTERNATIONAL TRAVEL TO EUROPE					
International Airfare	35,500.00	640.10	0.00	640.10	34,859.90
Per diem (7 X 42 days X 150)	44,100.00	1,590.51	0.00	1,590.51	42,509.49
Per diem 20 days @ \$100	2,000.00	0.00	0.00	0.00	2,000.00
Local travel within countries visited	3,500.00	0.00	0.00	0.00	3,500.00
Medical insurance	750.00	19.00	0.00	19.00	731.00
Miscellaneous expense	1,500.00	0.00	0.00	0.00	1,500.00
TOTAL AID BUDGET	87,350.00	2,249.61	0.00	2,249.61	85,100.39

12-2349-31-02 FOR AURORA

EQUIPMENT					
Computer, Printer, peripherals	6,000.00	7,760.55	0.00	7,760.55	(1,760.55)
Computer supplies	500.00	0.00	0.00	0.00	500.00
Software	1,500.00	0.00	0.00	0.00	1,500.00
Typewriter	1,000.00	0.00	0.00	0.00	1,000.00
Fax machine	3,000.00	0.00	0.00	0.00	3,000.00
Shipping/insurance/procurement	3,700.00	0.00	0.00	0.00	3,700.00
TOTAL	15,700.00	7,760.55	0.00	7,760.55	7,939.45

12-2349-31-03 FOR AURORA

1. PROGRAM COST					
For visits to potential sister Chamber groups in the U.S.	5,000.00	0.00	0.00	0.00	5,000.00
2. ST TECHNICAL ASSISTANCE IN THE U.S.					
Technical Assistance in the U.S. 35 days @ \$285	9,975.00	11,898.79	0.00	11,898.79	(1,923.79)
Subtotal	14,975.00	11,898.79	0.00	11,898.79	3,076.21
Administrative Fee	1,820.96	341.49	0.00	341.49	1,479.47
TOTAL BUDGET	16,795.96	12,240.28	0.00	12,240.28	4,555.68

Delivery Order #32 Signed: March 1990
 AID Contract No. 612-0230-C-00-8009-00
 AND ID No. 61-2349-32

BUDGET PREVIOUS 21st. QUARTER TOTAL
 EXPENSES 03/93 - 05/93 EXPENSES BALANCE

61-2349-32-01

BUDGET PREVIOUS 21st. QUARTER TOTAL
 EXPENSES 03/93 - 05/93 EXPENSES BALANCE

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
1. SALARIES AND BENEFITS					
Base Salary	239,817.00	192,403.65	22,503.42	214,907.07	24,909.93
10% Differential	23,982.00	14,326.87	2,250.33	16,577.20	7,404.80
7% Benefits	16,787.00	18,381.67	1,575.24	19,956.91	(3,169.91)
SUBTOTAL SALARY	280,586.00	225,112.19	26,328.99	251,441.18	29,144.82
- Local Salary	0.00	0.00	0.00	0.00	0.00
NET SALARY	280,586.00	225,112.19	26,328.99	251,441.18	29,144.82
2. TICKETS					
Round Trips to Malawi	9,468.00	2,467.50	0.00	2,467.50	7,000.50
R & R	8,000.00	8,584.15	0.00	8,584.15	(584.15)
Excess Baggage	0.00	0.60	0.00	0.00	0.00
3. SHIPPING COST	4,820.00	1,820.00	0.00	1,820.00	3,000.00
4. STORAGE	3,410.00	1,197.05	166.95	1,364.00	2,046.00
5. D.B.A. @ 3.99%	11,195.00	1,958.85	2,340.00	4,298.85	6,896.15
6. U.S. MB. MEDICAL	2,070.00	728.93	0.00	728.93	1,341.07
7. MEDIVAC	1,080.00	250.00	0.00	250.00	830.00
8. PRE/POST MEDICAL	850.00	529.61	0.00	529.61	320.39
9. TEMP. CAR	1,541.00	1,540.82	0.00	1,540.82	0.18
10. TEMP. HOUSING	321.00	320.43	0.00	320.43	0.57
11. SETTling IN	9,000.00	9,000.00	0.00	9,000.00	0.00
12. HOUSING	0.00	0.00	0.00	0.00	0.00
13. BOOKS ALLOWANCE	300.00	0.00	0.00	0.00	300.00
14. SECURITY	0.00	0.00	0.00	0.00	0.00
15. INSURANCE	5,400.00	5,141.28	450.00	5,591.28	(191.28)
16. RECRUITMENT	2,302.00	2,301.54	0.00	2,301.54	0.46
17. EDUCATIONAL TRAVEL	14,196.00	8,518.00	0.00	8,518.00	5,678.00
18. SUBTOTAL 1 - 15	\$354,539.00	\$269,470.35	\$29,285.94	\$298,756.29	\$55,782.71
19. G & A @ 3%	10,633.00	7,178.41	1,510.35	8,688.76	1,944.24
20. 32-01 TOTAL	\$365,172.00	\$276,648.76	\$30,796.29	\$307,445.05	\$57,726.95

61-2349-32-02 AURORA

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
PARTICIPANT TRAINING					
1. International Airfare	2,661.93	0.00	0.00	0.00	2,661.93
2. Per diem/subsistence allowance	3,099.38	0.00	0.00	0.00	3,099.38
3. Tuition	11,535.05	0.00	0.00	0.00	11,535.05
4. MAC Insurance (3 X \$34 per month)	95.33	0.00	0.00	0.00	95.33
5. Professional membership	199.65	0.00	0.00	0.00	199.65
6. Books and equipment	53.24	0.00	0.00	0.00	53.24
7. Book Shipment	106.48	2,153.51	0.00	2,153.51	(2,047.03)
Total Participant Training	17,751.05	2,153.51	0.00	2,153.51	15,597.54
Aurora's Administrative Fees @ 12.16%	2,158.53	0.00	0.00	0.00	2,158.53
	19,909.58	2,153.51	0.00	2,153.51	17,756.07
COMMODITIES					
1. Fax Machine	1,869.16	0.00	0.00	0.00	1,869.16
2. Photocopier	5,607.48	7,001.40	0.00	7,001.40	(1,393.92)
3. Shipping and other fees	934.58	0.00	0.00	0.00	934.58
Total Commodities	8,411.21	7,001.40	0.00	7,001.40	1,409.81
32-02 Total	28,320.79	9,154.91	0.00	9,154.91	19,165.88
DELIVERY ORDER TOTAL	\$393,492.79	\$285,803.67	\$30,796.29	\$316,599.96	\$76,892.83
OBLIGATED AMOUNT	\$394,172.00				

DELIVERY ORDER No. 33
 CONTRACT No. 612-0230-C00-8009-00
 Date signed: April, 1990

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	EXPENSES TO DATE	BALANCE
33-01					
In-Country Part. Expense	40,000.00	30,606.23	0.00	30,606.23	9,393.77
TOTAL	40,000.00	30,606.23	0.00	30,606.23	9,393.77
33-02					
In-Country Part. Expense	41,000.00	19,413.25	4,546.80	23,960.05	17,039.95
TOTAL	41,000.00	19,413.25	4,546.80	23,960.05	17,039.95
33-03					
In-Country Part. Expense	60,000.00	13,346.86	4,591.28	17,938.14	42,061.86
TOTAL	60,000.00	13,346.86	4,591.28	17,938.14	42,061.86
33-04					
In-Country Workshops (Part. Exp.)	30,000.00	18,079.77	504.01	18,583.78	11,416.22
TOTAL	30,000.00	18,079.77	504.01	18,583.78	11,416.22
33-05					
In-Country Workshops (Part. Exp.)	25,000.00	0.00	0.00	0.00	25,000.00
TOTAL	25,000.00	0.00	0.00	0.00	25,000.00
33-06					
Study Tours (Part. Expense)	20,000.00	0.00	0.00	0.00	20,000.00
TOTAL	20,000.00	0.00	0.00	0.00	20,000.00

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	EXPENSES TO DATE	BALANCE
33-07					
Short Term Consultancy					
Salary 29 days @ \$275	7,975.00	8,105.63	0.00	8,105.63	(130.63)
International Travel	4,250.00	8,678.72	0.00	8,678.72	(4,428.72)
Local Transportation	300.00	754.97	0.00	754.97	(454.97)
Per Diem 35 days @ \$101	3,535.00	3,288.37	0.00	3,288.37	246.63
Medivac/Embassy Medical	200.00	34.25	0.00	34.25	165.75
Passport, etc.	80.00	237.06	0.00	237.06	(157.06)
DBA	3,182.03	323.41	0.00	323.41	2,858.61
Subtotal	19,522.03	21,422.41	0.00	21,422.41	(1,900.39)
Overhead	5,466.17	6,194.13	0.00	6,194.13	(532.11)
TOTAL	24,988.19	27,616.54	0.00	27,616.54	(2,432.50)
33-08					
Research Studies (Part. Expense)	25,000.00	0.00	0.00	0.00	25,000.00
Literature	2,000.00	0.00	0.00	0.00	2,000.00
TOTAL	27,000.00	0.00	0.00	0.00	27,000.00
33-09					
Support to Women Bus. Assoc. (Participant Expense)	20,000.00	20,154.20	0.00	20,154.20	(154.20)
TOTAL	20,000.00	20,154.20	0.00	20,154.20	(154.20)
TOTAL DELIVERY ORDER	287,988.19	129,216.85	9,642.09	138,858.94	149,325.10
TOTAL OBLIGATED AMOUNT	288,000.00				

DELIVERY ORDER No. 34
 CONTRACT No. 612-0230-C00-8009-00
 Date signed: April, 1990
 Participant Expense

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
34-00					
International Travel	15,339.00	16,400.62	0.00	16,400.62	(1,061.62)
Maintenance Advance	5,850.00	0.00	0.00	0.00	5,850.00
Subcontract	24,042.00	29,961.42	0.00	29,961.42	(5,919.42)
TOTAL	45,231.00	46,362.04	0.00	46,362.04	(1,131.04)

DELIVERY ORDER No. 35
 CONTRACT No. 612-0230-C00-8009-00
 Date signed: April, 1990
 Participant Expense

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
35-00					
International Travel	2,750.00	2,238.85	0.00	2,238.85	511.15
Maintenance Advance	300.00	0.00	0.00	0.00	300.00
Subcontract	8,450.00	8,910.87	0.00	8,910.87	(460.87)
TOTAL	11,500.00	11,149.72	0.00	11,149.72	350.28

Delivery Order #36 Signed: June 1990
 AID Contract No. 612-0230-C-00-8009-00
 AND ID No. 61-2349-36-00

61-2349-36-00

PROPOSED BUDGET FOR: III
 PARTICIPANT FUNDS

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
International Travel	5,000.00	1,402.50	0.00	1,402.50	3,597.50
Maintenance Allowance	975.00	0.00	0.00	0.00	975.00
Subcontracts	52,025.00	49,381.69	0.00	49,381.69	2,643.31
TOTAL EXPENSES	58,000.00	50,784.19	0.00	50,784.19	7,215.81

DELIVERY ORDER No. 37
 CONTRACT No. 612-0230-C-00-8009-00
 Date signed: July 1990

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
37-42					
International Travel	5,000.00	1,415.39	0.00	1,415.39	3,584.61
Maintenance Advance	975.00	1,026.53	0.00	1,026.53	(51.53)
Subcontract	51,177.00	57,091.50	0.00	57,091.50	(5,914.50)
TOTAL	57,152.00	59,533.42	0.00	59,533.42	(2,381.42)
37-43					
International Travel	5,000.00	1,531.58	0.00	1,531.58	3,468.42
Maintenance Advance	975.00	1,004.28	0.00	1,004.28	(29.28)
Subcontract	87,507.00	52,021.67	0.00	52,021.67	35,485.33
TOTAL	93,482.00	54,557.53	0.00	54,557.53	38,924.47
37-44					
International Travel	5,000.00	1,531.39	0.00	1,531.39	3,468.61
Maintenance Advance	975.00	986.95	0.00	986.95	(11.95)
Subcontract	62,025.00	19,776.66	0.00	19,776.66	42,248.34
TOTAL	68,000.00	22,295.00	0.00	22,295.00	45,705.00
37-45					
International Travel	5,000.00	1,402.50	0.00	1,402.50	3,597.50
Maintenance Advance	975.00	1,019.57	0.00	1,019.57	(44.57)
Subcontract	54,558.00	46,116.89	0.00	46,116.89	8,441.11
TOTAL	60,533.00	48,538.96	0.00	48,538.96	11,994.04
37-46					
International Travel	5,000.00	1,602.31	0.00	1,602.31	3,397.69
Maintenance Advance	975.00	1,006.19	0.00	1,006.19	(31.19)
Subcontract	85,667.00	20,748.37	0.00	20,748.37	64,918.63
TOTAL	91,642.00	23,356.87	0.00	23,356.87	68,285.13
37-47					
International Travel	5,000.00	1,417.09	0.00	1,417.09	3,582.91
Maintenance Advance	975.00	986.95	0.00	986.95	(11.95)
Subcontract	85,096.00	57,627.84	0.00	57,627.84	27,468.16
TOTAL	91,071.00	60,031.88	0.00	60,031.88	31,039.12
TOTAL DELIVERY ORDER	461,880.00	268,313.66	0.00	268,313.66	193,566.34
TOTAL OBLIGATED AMOUNT	461,880.00				

Delivery Order #38 Signed: June 1990
 AID Contract No. 612-0230-C-00-8009-C0
 AKD ID No. 13-2349-38-00

61-2349-38-17

PROPOSED BUDGET FOR: IIR PARTICIPANT FUNDS R.O.C	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
8620 International Travel	5,000.00	1,946.88	0.00	1,946.88	3,053.12
8060 Maintenance Allowance	975.00	1,019.57	0.00	1,019.57	(44.57)
8035 Subcontracts	64,440.00	51,753.31	0.00	51,753.31	12,686.69
TOTAL EXPENSES	70,415.00	54,719.76	0.00	54,719.76	15,695.24

61-2349-38-18

PROPOSED BUDGET FOR: IIR PARTICIPANT FUNDS R.O.C	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
8620 International Travel	5,000.00	1,600.31	0.00	1,600.31	3,399.69
8060 Maintenance Allowance	975.00	0.00	0.00	0.00	975.00
8035 Subcontracts	50,448.00	56,450.21	0.00	56,450.21	(6,002.21)
TOTAL EXPENSES	56,423.00	58,050.52	0.00	58,050.52	(1,627.52)
TOTAL DELIVERY ORDER	126,838.00	112,770.28	0.00	112,770.28	14,067.72
TOTAL OBLIGATED AMOUNT	126,838.00				

Delivery Order #39 Signed: July 1990
 AID Contract No. 612-0230-C-00-8009-00
 AND ID No. 61-2349-39

Vu Nguyen
 D.O. #39
 BUDGET

PIO/T 612-0230-3-77039 61-2349-39-01	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE	
1. SALARIES AND BENEFITS					
Base Salary	129,150.00	71,279.98	13,002.69	84,282.67	44,867.33
7% Benefits	9,040.50	4,923.89	910.20	5,834.09	3,206.41
10% Differential	12,915.00	7,160.47	1,300.26	8,460.73	4,454.27
SUBTOTAL SALARY	151,105.50	83,364.34	15,213.15	98,577.49	52,528.01
- Local Salary	6,000.00	0.00	0.00	0.00	6,000.00
NET SALARY	145,105.50	83,364.34	15,213.15	98,577.49	46,528.01
2. TICKETS					
Round Trips to Malawi	18,000.00	3,846.18	0.00	3,846.18	14,153.82
R & R	9,000.00	1,600.26	0.00	1,600.26	7,399.74
Excess Baggage					
3. SHIPPING COST	3,000.00	1,400.00	0.00	1,400.00	1,600.00
4. STORAGE	1,200.00	0.00	0.00	0.00	1,200.00
5. D.B.A.	5,153.00	1,530.60	1,143.00	2,673.60	2,479.40
6. U.S. EMB. MEDICAL	1,380.00	723.85	0.00	723.85	656.15
7. MEDIVAC	720.00	927.60	0.00	927.60	(207.60)
8. PRE/POST MEDICAL	1,300.00	350.00	0.00	350.00	950.00
9. TEMP. CAR	1,000.00	2,366.18	0.00	2,366.18	(1,366.18)
10. TEMP. HOUSING	1,200.00	1,860.81	0.00	1,860.81	(660.81)
11. SETTling IN	12,500.00	9,000.00	0.00	9,000.00	3,500.00
12. HOUSING	23,000.00	776.95	35.80	812.75	22,187.25
13. BOOKS ALLOWANCE	0.00	300.00	0.00	300.00	(300.00)
14. SECURITY	3,000.00	180.05	104.92	284.97	2,715.03
15. INSURANCE	3,600.00	2,550.00	450.00	3,000.00	600.00
16. RECRUITMENT	3,000.00	14,293.22	2,100.00	16,393.22	(13,393.22)
17. SUBTOTAL 1 - 16	232,158.50	125,070.04	19,046.87	144,116.91	88,041.59
18. G & A @ 3%	4,437.83	3,351.94	880.01	4,231.95	205.88
TOTAL 39-01	236,596.33	128,421.98	19,926.88	148,348.86	88,247.47

Delivery Order #39 Signed: July 1990
 AID Contract No. 612-0230-C-00-8009-00
 AND ID No. 61-2349-39

Robert Edwards

P10/T 612-0230-3-77039
 61-2349-39-02

	D.O. #39 BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
1. SALARIES AND BENEFITS					
Base Salary	129,150.00	55,343.75	10,106.25	65,450.00	63,700.00
7X Benefits	9,040.50	3,895.78	707.43	4,603.21	4,437.29
10X Differential	12,915.00	5,876.43	1,010.64	6,887.07	6,027.93
SUBTOTAL SALARY	151,105.50	65,115.96	11,824.32	76,940.28	74,165.22
- Local Salary	6,000.00	0.00	0.00	0.00	6,000.00
NET SALARY	145,105.50	65,115.96	11,824.32	76,940.28	68,165.22
2. TICKETS					
Round Trips to Malawi	18,000.00	11,166.62	0.00	11,166.62	6,833.38
R & R	9,000.00	6,215.82	0.00	6,215.82	2,784.18
Excess Baggage					
3. SHIPPING COST	3,000.00	3,815.00	0.00	3,815.00	(815.00)
4. STORAGE	3,000.00	1,044.00	75.00	1,119.00	1,881.00
5. D.B.A.	5,153.09	1,189.65	806.00	1,995.65	3,157.44
6. U.S. EMB. MEDICAL	1,380.00	1,417.78	0.00	1,417.78	(37.78)
7. MEDIVAC	720.00	575.00	0.00	575.00	145.00
8. PRE/POST MEDICAL	1,300.00	1,405.85	0.00	1,405.85	(105.85)
9. TEMP. CAR	1,000.00	2,203.08	0.00	2,203.08	(1,203.08)
10. TEMP. HOUSING	1,200.00	2,680.44	0.00	2,680.44	(1,480.44)
11. SETTLING IN	12,500.00	12,500.00	0.00	12,500.00	0.00
12. HOUSING	23,000.00	943.51	0.00	943.51	22,056.49
13. BOOKS ALLOWANCE	0.00	194.95	300.00	494.95	(494.95)
14. SECURITY	3,000.00	694.26	344.22	1,038.48	1,961.52
15. INSURANCE	3,600.00	2,675.00	150.00	2,825.00	775.00
16. RECRUITMENT	3,000.00	1,043.70	0.00	1,043.70	1,956.30
17. EDUCATIONAL ALLOWANCE	0.00	805.90	0.00	805.90	(805.90)
17. SUBTOTAL 1 - 16	\$233,958.59	\$115,686.52	\$13,499.54	\$129,186.06	\$104,772.53
18. G & A @ 3%	4,645.00	3,053.53	622.59	3,676.12	968.88
TOTAL 39-02	238,603.59	118,740.05	14,122.13	132,862.18	105,741.41

PIO/T 612-0230-3-77039 61-2349-39-03	D.O. #39 BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
Participant Training	21,000.00	9,891.05	0.00	9,891.05	11,108.95
TOTAL 39-03	21,000.00	9,891.05	0.00	9,891.05	11,108.95

PIO/T 612-0230-3-00012 61-2349-39-04	S.C. Mwira				
PARTICIPANT EXPENSE					
Int'l Airfare	5,000.00	1,756.18	0.00	1,756.18	3,243.82
Maintenance Advance	975.00	0.00	0.00	0.00	975.00
Subcontractors	111,246.00	51,042.27	0.00	51,042.27	60,203.73
TOTAL 39-04	117,221.00	52,798.45	0.00	52,798.45	64,422.55

PIO/T 612-0230-3-00012 61-2349-39-05	Numba				
PARTICIPANT EXPENSE					
Int'l Airfare	5,000.00	1,618.72	0.00	1,618.72	3,381.28
Maintenance Advance	975.00	0.00	0.00	0.00	975.00
Subcontractors	88,480.00	55,974.40	0.00	55,974.40	32,505.60
TOTAL 39-05	94,455.00	57,593.12	0.00	57,593.12	36,861.88

PIO/T 612-0230-3-00012 61-2349-39-06					
COMMODITIES					
2 Microcomputers 80/071	15,600.00	0.00	0.00	0.00	15,600.00
12 Microcomputers 30/021	24,240.00	0.00	0.00	0.00	24,240.00
1 Microcomputer 70/121/120	8,600.00	0.00	0.00	0.00	8,600.00
1 Microfiche CANON/PC80	14,000.00	0.00	0.00	0.00	14,000.00
2 Printer DFX5000	3,800.00	0.00	0.00	0.00	3,800.00
1 Laser printer CQ5000	2,150.00	0.00	0.00	0.00	2,150.00
SOFTWARE	6,000.00	0.00	0.00	0.00	6,000.00
MICROFICHE JOURNALS	6,395.00	0.00	0.00	0.00	6,395.00
MEDIA	5,422.00	0.00	0.00	0.00	5,422.00
Shipping Charges	10,345.00	0.00	1,020.11	1,020.11	9,324.89
Procurement Fee	3,448.00	0.00	0.00	0.00	3,448.00
TOTAL 39-06	100,000.00	0.00	1,020.11	1,020.11	98,979.89

Andrews Sfalaoah

PIO/T 612-0230-3-00012
61-2349-39-07

D.O. #39 PREVIOUS 21st. QUARTER TOTAL
BUDGET EXPENSES 03/93 - 05/93 EXPENSES BALANCE

PARTICIPANT EXPENSE					
Int'l Airfare	5,000.00	0.00	0.00	0.00	5,000.00
Maintenance Advance	975.00	0.00	2,498.38	2,498.38	(1,523.38)
Subcontractors	52,025.00	0.00	25,585.60	25,585.60	26,439.40
TOTAL 39-07	58,000.00	0.00	28,083.98	28,083.98	29,916.02

PIO/T 612-0230-3-00012
61-2349-39-08

Wellan M. Kanthunzi

PARTICIPANT EXPENSE					
Int'l Airfare	5,000.00	0.00	0.00	0.00	5,000.00
Maintenance Advance	975.00	0.00	0.00	0.00	975.00
Subcontractors	52,025.00	0.00	30,208.43	30,208.43	21,816.57
TOTAL 39-08	58,000.00	0.00	30,208.43	30,208.43	27,791.57

PIO/T 612-0230-3-00012
61-2349-39-09

P. Mala Mbandwire

PARTICIPANT EXPENSE					
Int'l Airfare	5,000.00	0.00	0.00	0.00	5,000.00
Maintenance Advance	975.00	0.00	0.00	0.00	975.00
Subcontractors	94,025.00	0.00	31,282.26	31,282.26	62,742.74
TOTAL 39-09	100,000.00	0.00	31,282.26	31,282.26	68,717.74

PIO/T 612-0230-3-00015
61-2349-39-10

ST/TECHNICAL ASSISTANCE					
Salaries and Benefits	3,070.00	0.00	1,670.30	1,670.30	1,399.70
Fringe Benefits	890.00	0.00	471.41	471.41	418.59
Per Diem (5days x \$132)	660.00	0.00	0.00	0.00	660.00
DEA Insurance	122.00	0.00	0.00	0.00	122.00
Communications	200.00	0.00	49.34	49.34	150.66
Overhead	4,942.00	0.00	2,191.05	2,191.05	2,750.95
	1,458.00	0.00	633.29	633.29	824.71
TOTAL 39-10	6,400.00	0.00	2,824.34	2,824.34	3,575.66

PIO/T 612-0230-3-00015
61-2349-39-11

D.O. #39 PREVIOUS 21st. QUARTER TOTAL
BUDGET EXPENSES 03/93 - 05/93 EXPENSES BALANCE

	D.O. #39 BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
COMMODITIES					
2 Computers Lap Top	13,000.00	0.00	12,691.00	12,691.00	309.00
Software	20,000.00	0.00	0.00	0.00	20,000.00
UPS	13,050.00	0.00	0.00	0.00	13,050.00
1 Microfiche Reader/Printer	15,000.00	0.00	0.00	0.00	15,000.00
1 Microfiche Journals	17,500.00	0.00	0.00	0.00	17,500.00
Instructional Materials	2,450.00	0.00	0.00	0.00	2,450.00
Shipping Charges	8,550.00	0.00	0.00	0.00	8,550.00
Procurement Fee	4,050.00	0.00	0.00	0.00	4,050.00
TOTAL 39-11	93,600.00	0.00	12,691.00	12,691.00	80,909.00

PIO/T 612-0230-3-00015
61-2349-39-12

D.O. #39 PREVIOUS 21st. QUARTER TOTAL
BUDGET EXPENSES 03/93 - 05/93 EXPENSES BALANCE

	D.O. #39 BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
1. SALARIES AND BENEFITS					
Base Salary	123,000.00	0.00	42,021.59	42,021.59	80,978.41
7% Benefits	8,610.00	0.00	2,941.48	2,941.48	5,668.52
10% Differential	12,300.00	0.00	4,202.15	4,202.15	8,097.85
SUBTOTAL SALARY	143,910.00	0.00	49,165.22	49,165.22	143,910.00
- Local Salary	0.00	0.00	0.00	0.00	0.00
NET SALARY	143,910.00	0.00	49,165.22	49,165.22	143,910.00
2. TICKETS					
Round Trips to Malawi	18,000.00	0.00	5,693.30	5,693.30	12,306.70
R & R	9,000.00	0.00	0.00	0.00	9,000.00
Excess Baggage	0.00	0.00	0.00	0.00	0.00
3. SHIPPING COST					
	3,000.00	0.00	2,612.00	2,612.00	388.00
4. STORAGE					
	3,000.00	0.00	3,347.59	3,347.59	(347.59)
5. D.B.A.					
	5,741.00	0.00	2,106.00	2,106.00	3,635.00
6. U.S. EMB. MEDICAL					
	1,380.00	0.00	1,026.66	1,026.66	353.34
7. MEDIVAC					
	720.00	0.00	0.00	0.00	720.00
8. PRE/POST MEDICAL					
	1,300.00	0.00	416.00	416.00	884.00
9. TEMP. CAR					
	2,500.00	0.00	1,213.06	1,213.06	1,286.94
10. TEMP. HOUSING					
	3,000.00	0.00	3,211.16	3,211.16	(211.16)
11. SETTLING IN					
	12,500.00	0.00	12,500.00	12,500.00	0.00
12. HOUSING					
	38,400.00	0.00	13,083.94	13,083.94	25,316.06
13. BOOKS ALLOWANCE					
	300.00	0.00	275.22	275.22	24.78
14. SECURITY					
	4,600.00	0.00	1,435.29	1,435.29	3,164.71
15. INSURANCE					
	3,600.00	0.00	450.00	450.00	3,150.00
16. RECRUITMENT					
	1,176.00	0.00	5,372.46	5,372.46	(4,196.46)
17. SUBTOTAL 1 - 16	252,127.00	0.00	101,907.90	101,907.90	199,384.32
18. G & A @ 2%	4,645.00	0.00	3,475.76	3,475.76	1,169.24
TOTAL 39-12	256,772.00	0.00	105,383.66	105,383.66	200,553.58

PIO/T 612-0230-3-00015
61-2349-39-13

D.O. #39
BUDGET

PREVIOUS
EXPENSES

21st. QUARTER
03/93 - 05/93

TOTAL
EXPENSES

BALANCE

	D.O. #39 BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
1. SALARIES AND BENEFITS					
Base Salary	123,000.00	0.00	21,402.89	21,402.89	101,597.11
7% Benefits	8,610.00	0.00	1,498.22	1,498.22	7,111.78
10% Differential	12,300.00	0.00	1,840.49	1,840.49	10,459.51
SUBTOTAL SALARY	143,910.00	0.00	24,741.60	24,741.60	119,168.40
- Local Salary	0.00	0.00	0.00	0.00	0.00
NET SALARY	143,910.00	0.00	24,741.60	24,741.60	119,168.40
2. TICKETS					
Round Trips to Malawi	18,000.00	0.00	3,202.00	3,202.00	14,798.00
R & R	9,000.00	0.00	0.00	0.00	9,000.00
Excess Baggage					
3. SHIPPING COST	3,000.00	0.00	1,505.00	1,505.00	1,495.00
4. STORAGE	3,000.00	0.00	666.00	666.00	2,334.00
5. D.B.A.	5,741.00	0.00	1,054.00	1,054.00	4,687.00
6. U.S. REG. MEDICAL	1,380.00	0.00	728.93	728.93	651.07
7. MEDIVAC	720.00	0.00	125.00	125.00	595.00
8. PRE/POST MEDICAL	1,300.00	0.00	1,363.56	1,363.56	(63.56)
9. TEMP. CAR	2,500.00	0.00	1,622.91	1,622.91	877.09
10. TEMP. HOUSING	3,000.00	0.00	2,796.82	2,796.82	203.18
11. SETTling IN	12,500.00	0.00	9,000.00	9,000.00	3,500.00
12. HOUSING	38,400.00	0.00	14,143.34	14,143.34	24,256.66
13. BOOKS ALLOWANCE	300.00	0.00	300.00	300.00	0.00
14. SECURITY	4,600.00	0.00	1,476.48	1,476.48	3,123.52
15. INSURANCE	3,600.00	0.00	992.00	992.00	2,608.00
16. RECRUITMENT	1,176.00	0.00	3,164.80	3,164.80	(1,988.80)
17. SUBTOTAL 1 - 16	252,127.00	0.00	66,882.44	66,882.44	185,244.56
18. G & A @ 2%	4,645.00	0.00	2,175.05	2,175.05	2,469.95
TOTAL 39-13	256,772.00	0.00	69,057.49	69,057.49	187,714.51

PIO/T 612-0230-3-00015
61-2349-39-14

D.O. #39 PREVIOUS 21st. QUARTER TOTAL
BUDGET EXPENSES 03/93 - 05/93 EXPENSES BALANCE

	D.O. #39 BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
1. SALARIES AND BENEFITS					
Base Salary	123,000.00	0.00	22,006.66	22,006.66	100,993.34
7% Benefits	8,610.00	0.00	1,540.48	1,540.48	7,069.52
10% Differential	12,300.00	0.00	2,200.65	2,200.65	10,099.35
SUBTOTAL SALARY	143,910.00	0.00	25,747.79	25,747.79	143,910.00
- Local Salary	0.00	0.00	0.00	0.00	0.00
NET SALARY	143,910.00	0.00	25,747.79	25,747.79	143,910.00
2. TICKETS					
Round Trips to Malawi	18,000.00	0.00	3,397.63	3,397.63	14,602.37
R & R	9,000.00	0.00	0.00	0.00	9,000.00
Excess Baggage			0.00	0.00	
3. SHIPPING COST					
	3,000.00	0.00	2,027.00	2,027.00	973.00
4. STORAGE					
	3,000.00	0.00	378.99	378.99	2,621.01
5. D.B.A.					
	5,741.00	0.00	1,084.00	1,084.00	4,657.00
6. U.S. EMP. MEDICAL					
	1,380.00	0.00	728.93	728.93	651.07
7. MEDIVAC					
	720.00	0.00	125.00	125.00	595.00
8. PRE/POST MEDICAL					
	1,300.00	0.00	752.57	752.57	547.43
9. TRIP. CAR					
	2,500.00	0.00	1,940.90	1,940.90	559.10
10. TRIP. HOUSING					
	3,000.00	0.00	3,832.68	3,832.68	(832.68)
11. SETTling IN					
	12,500.00	0.00	9,000.00	9,000.00	3,500.00
12. HOUSING					
	38,400.00	0.00	14,218.84	14,218.84	24,181.16
13. BOOKS ALLOWANCE					
	300.00	0.00	300.00	300.00	0.00
14. SECURITY					
	4,600.00	0.00	551.20	551.20	4,048.80
15. INSURANCE					
	3,600.00	0.00	1,100.92	1,100.92	2,499.08
16. RECRUITMENT					
	1,176.00	0.00	2,607.50	2,607.50	(1,431.50)
17. SUBTOTAL 1 - 16	252,127.00	0.00	67,793.95	67,793.95	210,080.84
18. G & A @ 2%	4,645.00	0.00	2,235.46	2,235.46	2,409.54
TOTAL 39-14	256,772.00	0.00	70,029.41	70,029.41	212,490.38
TOTAL DELIVERY ORDER BUDGET	1,894,191.92	367,444.65	384,629.69	752,074.34	1,217,030.59
TOTAL OBLIGATED AMOUNT	1,908,676.00				

Delivery Order #40 Signed: August 1990
 AID Contract No. 612-0230-C-00-8039-00
 AND ID No. 61-2349-40-00

Kenembe

61-2349-40-00

PROPOSED BUDGET FOR: IIR
 PARTICIPANT FUNDS

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
International Travel	600.00	0.00	0.00	0.00	600.00
Maintenance Allowance	1,000.00	540.42	0.00	540.42	459.58
Student Training	13,400.00	13,556.90	0.00	13,556.90	(156.90)
TOTAL BUDGET	15,000.00	14,097.32	0.00	14,097.32	902.68

Delivery Order #41 Signed: September 1990
 AID Contract No. 612-0230-C-00-8009-00
 AND ID No. 61-2349-41
 Joseph Rajbansee
 PIO/T 612-0230-3-00026
 61-2349-41-01

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
1. SALARIES AND BENEFITS					
Base Salary	157,813.00	152,113.47	0.00	152,113.47	5,699.53
7% Benefits	11,047.00	10,737.71	0.00	10,737.71	309.29
10% Differential	15,781.00	15,339.63	0.00	15,339.63	441.37
SUBTOTAL SALARY	184,641.00	178,190.81	0.00	178,190.81	6,450.19
- Local Salary	0.00	0.00	0.00	0.00	0.00
NET SALARY	184,641.00	178,190.81	0.00	178,190.81	6,450.19
2. TICKETS					
Round Trips to Malawi	14,000.00	7,537.89	6,831.60	14,369.49	(369.49)
R & R	7,000.00	0.00	0.00	0.00	7,000.00
Excess Baggage	500.00	0.00	0.00	0.00	500.00
3. SHIPPING COST	3,000.00	3,840.00	1,849.35	5,689.35	(2,689.35)
4. STORAGE	1,000.00	0.00	0.00	0.00	1,000.00
5. D.B.A.	7,846.00	1,979.97	0.00	1,979.97	5,866.03
6. U.S. ENB. MEDICAL	1,380.00	563.13	0.00	563.13	816.87
7. MEDIVAC	720.00	275.00	0.00	275.00	445.00
8. PRI/POST MEDICAL	1,600.00	700.00	0.00	700.00	900.00
9. TEMP. CAR	3,000.00	3,022.55	0.00	3,022.55	(22.55)
10. TEMP. HOUSING	1,200.00	520.04	0.00	520.04	679.96
11. SETTling IN	12,500.00	0.00	12,500.00	12,500.00	0.00
12. HOUSING	25,000.00	30,059.06	0.46	30,059.52	(5,059.52)
13. BOOKS ALLOWANCE	300.00	0.00	0.00	0.00	300.00
14. SECURITY	4,200.00	2,559.37	149.06	2,708.43	1,491.57
15. INSURANCE	3,600.00	3,275.00	0.00	3,275.00	325.00
16. RECRUITMENT	3,000.00	7,100.27	(840.00)	6,260.27	(3,260.27)
17. EDUCATIONAL TRAVEL	12,000.00	9,208.65	74.75	9,283.40	2,716.60
18 SUBTOTAL 1 - 17	\$286,487.00	\$248,831.74	\$20,565.22	\$269,396.96	\$17,090.04
19 G & A @ 3%	8,595.00	6,489.53	608.85	7,098.38	1,496.62
TOTAL 41-01	295,082.00	255,321.27	21,174.07	276,495.34	18,586.66

Delivery Order #41 Signed: September 1990
 AID Contract No. 612-0230-C-00-8009-00
 AND ID No. 61-2349-41

PIO/T 612-0230-3-00026
 61-2349-41-02

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
1. COMMODITIES					
Publications	10,000.00	0.00	0.00	0.00	10,000.00
Photocopier	9,000.00	11,386.50	(203.00)	11,183.50	(2,183.50)
One Microcomputer	9,500.00	0.00	0.00	0.00	9,500.00
Teching aids, OV Projector	2,500.00	0.00	0.00	0.00	2,500.00
Shipping Cost	4,000.00	5,469.62	78.10	5,547.72	(1,547.72)
TOTAL BUDGET	35,000.00	16,856.12	(124.90)	16,731.22	18,268.78
TOTAL DELIVERY ORDER	330,082.00	272,177.39	21,049.17	293,226.56	36,855.44
TOTAL OBLIGATED AMOUNT	\$330,082.00				

Delivery Order #42 Signed: October 1990
 AID Contract No. 612-0230-C-00-8009-00
 AND ID No. 61-2349-42
 Karin Hyde
 PIO/T 612-0230-3-00027
 61-2349-42-00

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
1. SALARIES AND BENEFITS					
Base Salary	129,150.00	68,386.48	11,132.76	79,519.24	49,630.76
7% Benefits	9,040.50	4,787.00	779.28	5,566.28	3,474.22
10% Differential	12,915.00	6,838.67	1,113.27	7,951.94	4,963.06
SUBTOTAL SALARY	151,105.50	80,012.15	13,025.31	93,037.46	58,068.04
- Local Salary	6,000.00	0.00	0.00	0.00	6,000.00
NET SALARY	145,105.50	80,012.15	13,025.31	93,037.46	52,068.04
2. TICKETS					
Round Trips to Malawi	17,600.00	2,799.11	0.00	2,799.11	14,800.89
R & R	8,800.00	2,030.81	0.00	2,030.81	6,769.19
Excess Baggage					
3. SHIPPING COST	3,000.00	1,237.50	0.00	1,237.50	1,762.50
4. STORAGE	3,000.00	2,299.12	230.04	2,529.16	470.84
5. D.B.A.	6,167.00	1,310.47	740.00	2,050.47	4,116.53
6. U.S. REG. MEDICAL	1,380.00	1,654.29	0.00	1,654.29	(274.29)
7. MEDIVAC	720.00	400.00	0.00	400.00	320.00
8. PRE/POST MEDICAL	1,600.00	410.00	0.00	410.00	1,190.00
9. TEMP. CAR	1,000.00	2,253.76	0.00	2,253.76	(1,253.76)
10. TEMP. HOUSING	1,200.00	0.00	0.00	0.00	1,200.00
11. SETTling IN	12,500.00	9,000.00	0.00	9,000.00	3,500.00
12. HOUSING	23,000.00	11,106.89	57.68	11,164.57	11,835.43
13. BOOKS ALLOWANCE	0.00	264.18	0.00	264.18	(264.18)
14. SECURITY	2,900.00	2,341.58	272.43	2,614.01	285.99
15. INSURANCE	3,600.00	2,550.00	450.00	3,000.00	600.00
16. RECRUITMENT	1,400.00	591.16	0.00	591.16	808.84
17. SUBTOTAL 1 - 16	\$232,972.50	\$120,261.02	\$14,775.46	\$135,036.48	\$97,936.02
18. G & A @ 3%	6,989.18	3,165.62	643.05	3,808.67	3,180.51
TOTAL BUDGET	239,961.68	123,426.64	15,418.51	138,845.15	101,116.53

Delivery Order #42 Signed: October 1990
 Amendment No. 1 signed: September 1992
 AID Contract No. 612-0230-C-00-8009-00
 AID ID No. 61-2349-42
 Paula Tavrow
 PIO/T 612-0230-3-10056
 61-2349-42-01

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
1. SALARIES AND BENEFITS					
Base Salary	118,900.00	0.00	3,542.29	3,542.29	115,357.71
7% Benefits	8,323.00	0.00	351.85	351.85	7,971.15
10% Differential	11,890.00	0.00	255.63	255.63	11,634.37
SUBTOTAL SALARY	139,113.00	0.00	4,149.77	4,149.77	134,963.23
- Local Salary	0.00	0.00	0.00	0.00	0.00
NET SALARY	139,113.00	0.00	4,149.77	4,149.77	134,963.23
2. TICKETS					
Round Trips to Malawi	18,000.00	0.00	4,788.57	4,788.57	13,211.43
R & R	9,000.00	0.00	0.00	0.00	9,000.00
Excess Baggage					
3. SHIPPING COST	3,000.00	0.00	0.00	0.00	3,000.00
4. STORAGE	3,000.00	0.00	950.00	950.00	2,050.00
5. D.B.A.	5,551.00	0.00	276.92	276.92	5,274.08
6. U.S. EMB. MEDICAL	1,380.00	0.00	0.00	0.00	1,380.00
7. MEDIVAC	720.00	0.00	0.00	0.00	720.00
8. PRE/POST MEDICAL	1,600.00	0.00	305.06	305.06	1,294.94
9. TEMP. CAR	2,500.00	0.00	0.00	0.00	2,500.00
10. TEMP. HOUSING	3,000.00	0.00	16.21	16.21	2,983.79
11. SETTling IN	12,500.00	0.00	9,000.00	9,000.00	3,500.00
12. HOUSING	25,000.00	0.00	0.00	0.00	25,000.00
13. BOOKS ALLOWANCE	300.00	0.00	0.00	0.00	300.00
14. SECURITY	3,800.00	0.00	0.00	0.00	3,800.00
15. INSURANCE	3,600.00	0.00	150.00	150.00	3,450.00
16. RECRUITMENT	946.00	716.50	89.00	805.50	140.50
17. SUBTOTAL 1 - 16	233,010.00	\$716.50	\$19,725.53	\$20,442.03	\$212,567.97
18. G & A @ 3%	6,990.00	19.70	591.75	611.45	6,378.55
TOTAL BUDGET	240,000.00	736.20	20,317.28	21,053.48	218,946.52
TOTAL FOR TWO BUDGETS	479,961.68	124,162.84	35,735.79	159,898.63	320,063.05
OBLIGATED AMOUNT	480,000.00				

DELIVERY ORDER No. 43
 CONTRACT No. 612-0230-C-00-8009-00
 AND ID No. 61-2349-43
 Date signed: October 1990

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
AND PIO/P612-0230-3-00025					
43-01 COMMODITIES: U. of Malawi					
One Microcomputer	10,000.00	0.00	0.00	0.00	10,000.00
TOTAL	10,000.00	0.00	0.00	0.00	10,000.00

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
AND PIO/P612-0230-3-00025					
43-02					
Per diem (2 x 35 days @ \$100)	7,000.00	0.00	0.00	0.00	7,000.00
International Travel (2)	8,000.00	0.00	0.00	0.00	8,000.00
Insurance, excess baggage	500.00	0.00	0.00	0.00	500.00
TOTAL	15,500.00	0.00	0.00	0.00	15,500.00

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
AND PIO/P612-0230-3-00025					
43-03					
Participant Expense	30,000.00	2,815.00	2,815.00	5,630.00	24,370.00
TOTAL	30,000.00	2,815.00	2,815.00	5,630.00	24,370.00
TOTAL AMOUNT AUTHORIZED	55,500.00	2,815.00	2,815.00	5,630.00	49,870.00

Delivery Order #44 Signed: December 1990
 AID Contract No. 612-0230-C-00-8009-00
 AND ID No. 61-2349-44

Ann Bauer
 PIO/T 612-0231-3-00032
 61-2349-44-01

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
1. SALARIES AND BENEFITS					
Base Salary	133,250.00	83,323.35	14,483.19	97,806.54	35,443.46
7% Benefits	9,327.50	5,832.63	1,019.82	6,846.45	2,481.05
10% Differential	13,325.00	8,376.32	1,448.31	9,824.63	3,500.37
SUBTOTAL SALARY	155,902.50	97,532.30	16,945.32	114,477.62	41,424.88
- Local Salary	0.00	0.00	0.00	0.00	0.00
NET SALARY	155,902.50	97,532.30	16,945.32	114,477.62	41,424.88
2. TICKETS					
Round Trips to Malawi	24,000.00	4,957.70	0.00	4,957.70	19,042.30
R & R	12,000.00	3,689.50	0.00	3,689.50	8,310.50
Excess Baggage	0.00	0.00	0.00	0.00	0.00
3. SHIPPING COST	4,000.00	1,275.00	2,069.68	3,364.68	635.32
4. STORAGE	3,000.00	1,784.70	793.20	2,577.90	422.10
5. D.B.A.	6,221.00	1,704.88	1,219.00	2,923.88	3,297.12
6. U.S. EMB. MEDICAL	1,380.00	1,449.49	0.00	1,449.49	(69.49)
7. MEDIVAC	720.00	250.00	0.00	250.00	470.00
8. PRE/POST MEDICAL	1,600.00	0.00	0.00	0.00	1,600.00
9. TEMP. CAR	1,500.00	2,366.18	0.00	2,366.18	(866.18)
10. TEMP. HOUSING	3,000.00	3,890.24	0.00	3,890.24	(890.24)
11. SETTling IN	12,500.00	9,119.15	0.00	9,119.15	3,380.85
12. HOUSING	35,000.00	31,781.26	3,506.00	35,287.26	(287.26)
13. BOOKS ALLOWANCE	300.00	0.00	0.00	0.00	300.00
14. SECURITY	3,800.00	2,477.83	302.88	2,779.91	1,020.09
15. INSURANCE	3,600.00	0.00	0.00	0.00	3,600.00
16. RECRUITMENT EQUIPMENT	3,300.00	1,287.87	0.00	1,287.87	2,012.13
	0.00	6,512.10	1,091.33	7,603.43	(7,603.43)
17. SUBTOTAL 1 - 16	\$271,823.50	\$170,078.20	\$25,946.61	\$196,024.81	\$75,798.69
18. G & A	8,154.71	4,398.56	1,030.11	5,428.67	2,726.04
TOTAL	279,978.21	174,476.76	26,976.72	201,453.48	78,524.73

Delivery Order #44 Signed: December 1990
 AID Contract No. 612-0230-C-00-8009-00
 AID ID No. 61-2349-44

PIO/T 612-0231-3-00032
 61-2349-44-02

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
1. SALARIES AND BENEFITS					
Base Salary	133,250.00	0.00	0.00	0.00	133,250.00
7% Benefits	9,327.50	0.00	0.00	0.00	9,327.50
10% Differential	13,325.00	0.00	0.00	0.00	13,325.00
SUBTOTAL SALARY	155,902.50	0.00	0.00	0.00	155,902.50
- Local Salary	0.00	0.00	0.00	0.00	0.00
NET SALARY	155,902.50	0.00	0.00	0.00	155,902.50
2. TICKETS					
Round Trips to Malawi	24,000.00	0.00	0.00	0.00	24,000.00
R & R	12,000.00	0.00	0.00	0.00	12,000.00
Excess Baggage	0.00	0.00	0.00	0.00	0.00
3. SHIPPING COST	4,000.00	0.00	0.00	0.00	4,000.00
4. STORAGE	3,000.00	0.00	0.00	0.00	3,000.00
5. D.B.A.	6,221.00	0.00	0.00	0.00	6,221.00
6. U.S. MB. MEDICAL	1,380.00	0.00	0.00	0.00	1,380.00
7. MEDIVAC	720.00	0.00	0.00	0.00	720.00
8. PRE/POST MEDICAL	1,600.00	0.00	0.00	0.00	1,600.00
9. TEMP. CAR	1,500.00	0.00	0.00	0.00	1,500.00
10. TEMP. HOUSING	3,000.00	0.00	0.00	0.00	3,000.00
11. SETTling IN	12,500.00	0.00	0.00	0.00	12,500.00
12. HOUSING	35,000.00	0.00	0.00	0.00	35,000.00
13. BOOKS ALLOWANCE	300.00	0.00	0.00	0.00	300.00
14. SECURITY	3,800.00	275.10	0.00	275.80	3,524.20
15. INSURANCE	3,600.00	0.10	0.00	0.00	3,600.00
16. RECRUITMENT	3,300.00	50.00	0.00	50.00	3,250.00
17. SUBTOTAL 1 - 16	\$271,823.50	\$325.80	\$0.00	\$325.80	\$271,497.70
18. G & A	8,154.71	8.01	0.00	8.01	8,146.70
TOTAL	279,978.21	333.81	0.00	333.81	279,644.40

Delivery Order #44 Signed: December 1990

AID Contract No. 612-0230-C-00-8009-00

AID ID No. 61-2349-44

Mary Stephano

PIO/T 612-0231-3-00032

61-2349-44-03

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
1. SALARIES AND BENEFITS					
Base Salary	133,250.00	86,383.00	15,015.00	101,398.00	31,852.00
7X Benefits	9,327.50	0.00	0.00	0.00	9,327.50
10X Differential	13,325.00	0.00	0.00	0.00	13,325.00
SUBTOTAL SALARY	155,902.50	86,383.00	15,015.00	101,398.00	54,504.50
- Local Salary	0.00	0.00	0.00	0.00	0.00
NET SALARY	155,902.50	86,383.00	15,015.00	101,398.00	54,504.50
2. TICKETS					
Round Trips to Malawi	24,000.00	3,037.00	0.00	3,037.00	20,963.00
R & R	12,000.00	0.00	0.00	0.00	12,000.00
Excess Baggage	0.00	0.00	0.00	0.00	0.00
3. SHIPPING COST	4,000.00	1,498.50	0.00	1,498.50	2,501.50
4. STORAGE	3,000.00	1,741.16	286.65	2,027.81	972.19
5. D.B.A.	6,221.00	1,767.48	1,263.00	3,030.48	3,190.52
6. U.S. EMB. MEDICAL	1,380.00	1,441.46	0.00	1,441.46	(61.46)
7. MEDIVAC	720.00	250.00	0.00	250.00	470.00
8. PRE/POST MEDICAL	1,600.00	0.00	0.00	0.00	1,600.00
9. TEMP. CAR	1,500.00	1,835.12	0.00	1,835.12	(335.12)
10. TEMP. HOUSING	3,000.00	4,317.17	0.00	4,317.17	(1,317.17)
11. SETTling IN	12,500.00	9,000.00	0.00	9,000.00	3,500.00
12. HOUSING	35,000.00	31,071.50	3,244.28	34,315.78	684.22
13. BOOKS ALLOWANCE	300.00	0.00	0.00	0.00	300.00
14. SECURITY	3,800.00	2,335.09	351.26	2,686.35	1,113.65
15. INSURANCE	3,600.00	2,550.00	450.00	3,000.00	600.00
16. RECRUITMENT	3,300.00	1,674.41	0.00	1,674.41	1,625.59
17. SUBTOTAL 1 - 16	\$271,823.50	\$148,901.89	\$20,610.19	\$169,512.08	\$102,311.42
18. G & A	8,154.71	3,938.81	959.34	4,898.15	3,256.56
TOTAL	279,978.21	152,840.70	21,569.53	174,410.23	105,567.98

Delivery Order #44 Signed: December 1990
 AID Contract No. 612-0230-C-00-8009-00
 AID ID No. 61-2349-44

PIO/T 612-0231-3-00032
 61-2349-44-04

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
ST CONSULTANTS (2)					
Consultancy Fees (60 days @ \$295)	17,700.00	7,675.00	0.00	7,675.00	10,025.00
Int'l Travel (2)	9,000.00	5,110.00	0.00	5,110.00	3,890.00
Per Diem (70 days @ \$137)	9,590.00	3,477.45	0.00	3,477.45	6,112.55
DBA Insurance	706.23	0.00	0.00	0.00	706.23
Embassy Insurance	760.00	0.00	0.00	0.00	760.00
Communications	500.00	0.00	0.00	0.00	500.00
MEDIVAC	120.00	83.85	0.00	83.85	36.15
Supplies	225.00	0.00	0.00	0.00	225.00
Total Consultants	38,601.23	16,346.30	0.00	16,346.30	22,254.93
Overhead	11,387.36	4,726.43	0.00	4,726.43	6,660.93
TOTAL	49,988.59	21,072.73	0.00	21,072.73	28,915.86
TOTAL DELIVERY ORDER	889,923.21	348,724.00	48,546.25	397,270.25	492,652.96
TOTAL OBLIGATED AMOUNT	\$890,000.00				

DELIVERY ORDER No. 45
 CONTRACT No. 612-0230-C-00-8009-00
 Date signed: March 26, 1991

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
ARD PIO/T 612-0230-3-77051					
45-01 (Peter A. Kachinanga)					
International Travel	5,000.00	1,429.04	0.00	1,429.04	3,570.96
Maintenance Advance	975.00	978.84	0.00	978.84	(3.84)
Subcontract	81,025.00	14,863.48	0.00	14,863.48	66,161.52
TOTAL	87,000.00	2,407.88	0.00	17,271.36	69,728.64
ARD PIO/T 612-0230-3-77051					
45-02 (Sr. Agness C. Jonas)					
International Travel	5,000.00	1,234.92	0.00	1,234.92	3,765.08
Maintenance Advance	975.00	2,307.43	0.00	2,307.43	(1,332.43)
Subcontract	81,025.00	10,748.87	0.00	10,748.87	70,276.13
TOTAL	87,000.00	3,542.35	0.00	14,291.22	72,708.78
ARD PIO/T 612-0230-3-77051					
45-03 (Florence Tsakala)					
International Travel	5,000.00	1,285.83	0.00	1,285.83	3,714.17
Maintenance Advance	975.00	1,008.94	0.00	1,008.94	(33.94)
Subcontract	81,025.00	10,860.44	0.00	10,860.44	70,164.56
TOTAL	87,000.00	13,155.21	0.00	13,155.21	73,844.79
ARD PIO/T 612-0230-3-77051					
45-04 (Mary I. Chinwele)					
International Travel	5,000.00	1,659.48	0.00	1,659.48	3,340.52
Maintenance Advance	975.00	1,019.92	0.00	1,019.92	(44.92)
Subcontract	52,025.00	30,403.11	0.00	30,403.11	21,621.89
TOTAL	58,000.00	33,082.51	0.00	33,082.51	24,917.49
ARD PIO/T 612-0230-3-77051					
45-05 (Marcia E. Chalanda)					
International Travel	5,000.00	1,467.87	0.00	1,467.87	3,532.13
Maintenance Advance	975.00	1,006.15	0.00	1,006.15	(31.15)
Subcontract	52,025.00	7,583.25	(0.43)	7,582.82	44,442.18
TOTAL	58,000.00	10,057.27	(0.43)	10,056.84	47,943.16

AKD PIO/T 612-0230-3-77051
45-06 (Maurice C. Joseph Zulu)

International Travel	5,000.00	1,688.07	0.00	1,688.07	3,311.93
Maintenance Advance	975.00	1,003.03	0.00	1,003.03	(28.03)
Subcontract	52,025.00	14,856.77	0.00	14,856.77	37,168.23
TOTAL	58,000.00	17,547.87	0.00	17,547.87	40,452.13

AKD PIO/T 612-0230-3-77051
45-07 (Mrs. Rosemary Sekai Kalea)

International Travel	5,000.00	0.00	0.00	0.00	5,000.00
Maintenance Advance	975.00	1,002.93	0.00	1,002.93	(27.93)
Subcontract	52,025.00	11,747.61	0.00	11,747.61	40,277.39
TOTAL	58,000.00	12,750.54	0.00	12,750.54	45,249.46

12-2349-45-09
PIO/T 612-0230-3-77051

COMMODITIES : 20,000.00 : 11,796.10 : 78.10 : 11,874.20 : 8,125.00

AKD PIO/T 612-0230-3-77051
45-10 (Mr. Brenner S. Chavani)

International Travel	5,000.00	3,055.88	0.00	3,055.88	1,944.12
Maintenance Advance	975.00	985.56	0.00	985.56	(10.56)
Subcontract	10,025.00	7,442.98	0.00	7,442.98	2,582.02
TOTAL	16,000.00	11,484.42	0.00	11,484.42	4,515.58

DELIVERY ORDER No. 45
 CONTRACT No. 612-0230-C-00-8009-00
 Date signed: March 26, 1991
 LT/TA KAMUZU COLLEGE OF NURSING
 P10/T 612-0230-3-77051

61-2349-45-08	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
1. SALARIES AND BENEFITS					
Base Salary	123,000.00	74,137.74	17,741.58	91,879.32	31,120.68
7% Benefits	8,610.00	5,189.67	1,286.49	6,476.16	2,133.84
10% Differential	12,300.00	7,413.84	1,837.85	9,251.69	3,048.31
SUBTOTAL SALARY	143,910.00	86,741.25	20,865.92	107,607.17	36,302.83
- Local Salary	0.00	0.00	0.00	0.00	0.00
NET SALARY	143,910.00	86,741.25	20,865.92	107,607.17	36,302.83
2. TICKETS					
Round Trips to Malawi	18,000.00	2,723.52	939.60	3,663.12	14,336.88
R & R	9,000.00	0.00	0.00	0.00	9,000.00
Excess Baggage	0.00	0.00	0.00	0.00	0.00
3. SHIPPING COST					
	3,000.00	0.00	0.00	0.00	3,000.00
4. STORAGE					
	3,000.00	0.00	0.00	0.00	3,000.00
5. D.B.A.					
	6,117.00	0.00	0.00	0.00	6,117.00
6. U.S. EMB. MEDICAL					
	1,380.00	1,394.97	0.00	1,394.97	(14.97)
7. MEDIVAC					
	720.00	250.00	0.00	250.00	470.00
8. PRE/POST MEDICAL					
	1,600.00	209.40	0.00	209.40	1,390.60
9. TEMP. CAR					
	1,000.00	993.09	0.00	993.09	6.91
10. TEMP. HOUSING					
	1,200.00	2,469.16	0.00	2,469.16	(1,269.16)
11. SETTling IN					
	12,500.00	9,000.00	0.00	9,000.00	3,500.00
12. HOUSING					
	23,000.00	3,012.18	0.00	3,012.18	19,987.82
13. BOOKS ALLOWANCE					
	300.00	267.70	0.00	267.70	32.30
14. SECURITY					
	3,000.00	0.00	518.59	518.59	2,481.41
15. INSURANCE					
	3,600.00	0.00	300.00	300.00	3,300.00
16. RECRUITMENT					
	2,000.00	3,826.01	0.00	3,826.01	(1,826.01)
17. SUBTOTAL 1 - 16	233,327.00	110,887.28	22,624.11	133,511.39	99,815.61
18. G & A	4,645.00	3,018.09	678.75	3,696.84	948.16
TOTAL 45-08	237,972.00	113,905.37	23,302.86	137,208.23	100,763.77
DELIVERY ORDER TOTAL	\$766,972.00	\$229,729.52	\$23,380.53	\$278,722.40	\$488,249.60

OBLIGATED AMOUNT \$769,000.00

Delivery Order #46 Signed: April 1991

AID Contract No. 612-0230-C-00-8009-00

AND ID No. 61-2349-46

Amendment No. 1: July 1991

San D. Gunde

61-2349-46-39

PROPOSED BUDGET FOR: IIR

PARTICIPANT FUNDS Mr. Gunde

R.O.C

8620 International Travel

8060 Maintenance Allowance

8035 Subcontracts

TOTAL EXPENSES

BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
5,000.00	1,536.26	0.00	1,536.26	3,463.74
975.00	2,019.31	0.00	2,019.31	(1,044.31)
52,025.00	43,858.98	0.00	43,858.98	8,166.02
58,000.00	47,414.55	0.00	47,414.55	10,585.45

Mr. Chikawa

61-2349-46-40

PROPOSED BUDGET FOR: IIR

PARTICIPANT FUNDS Mr. Chikawa

R.O.C

8620 International Travel

8060 Maintenance Allowance

8035 Subcontracts

TOTAL EXPENSES

BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
5,000.00	1,745.19	0.00	1,745.19	3,254.81
975.00	1,009.11	0.00	1,009.11	(34.11)
52,025.00	28,967.51	0.00	28,967.51	23,057.49
58,000.00	31,721.81	0.00	31,721.81	26,278.19

Amose C. Kudzala

61-2349-46-47

PROPOSED BUDGET FOR: IIR

PARTICIPANT FUNDS Mr. Chikawa

R.O.C

8620 International Travel

8060 Maintenance Allowance

8035 Subcontracts

TOTAL EXPENSES

BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
5,000.00	1,593.40	0.00	1,593.40	3,406.60
975.00	0.00	0.00	0.00	975.00
52,025.00	33,714.08	0.00	33,714.08	18,310.92
58,000.00	35,307.48	0.00	35,307.48	22,692.52

TOTAL DELIVERY ORDER

TOTAL OBLIGATED AMOUNT

174,000.00	114,443.84	0.00	114,443.84	59,556.16
174,000.00				

Date signed: August 5, 1991

BUDGET PREVIOUS 21st. QUARTER TOTAL
 EXPENSES 03/93 - 05/93 EXPENSES BALANCE

AKD PIO/P612-0231-1-00052					
47-52 Robert G. Ngaiyaye					
International Travel	5,000.00	0.00	0.00	0.00	5,000.00
Maintenance Advance	975.00	0.00	0.00	0.00	975.00
Subcontract	62,025.00	0.00	0.00	0.00	62,025.00
TOTAL	68,000.00	0.00	0.00	0.00	68,000.00

AKD PIO/P612-0231-1-00053					
47-53 Wilfred A. Nkhoma					
International Travel	5,000.00	1,668.37	0.00	1,668.37	3,331.63
Maintenance Advance	975.00	977.82	0.00	977.82	(2.82)
Subcontract	81,025.00	34,357.08	0.00	34,357.08	46,667.92
TOTAL	87,000.00	37,003.27	0.00	37,003.27	49,996.73

AKD PIO/P612-0231-1-00054					
47-54 John K. Banda					
International Travel	2,000.00	342.04	0.00	342.04	1,657.96
Maintenance Advance	975.00	64.89	0.00	64.89	910.11
In-country Training	17,025.00	4,923.29	0.00	4,923.29	12,101.71
TOTAL	20,000.00	5,330.22	0.00	5,330.22	14,669.78

AKD PIO/P612-0231-1-00055					
47-55 Laneck J.P. Kagona					
International Travel	2,000.00	0.00	0.00	0.00	2,000.00
Maintenance Advance	975.00	0.00	0.00	0.00	975.00
In-country Training	27,025.00	0.00	0.00	0.00	27,025.00
TOTAL	30,000.00	0.00	0.00	0.00	30,000.00

AKD PIO/P612-0231-1-00056					
47-56 Ketwin C. Kondowe					
International Travel	2,000.00	0.00	0.00	0.00	2,000.00
Maintenance Advance	975.00	0.00	0.00	0.00	975.00
In-country Training	27,025.00	0.00	0.00	0.00	27,025.00
TOTAL	30,000.00	0.00	0.00	0.00	30,000.00

Date signed: August 5, 1991

BUDGET

PREVIOUS 21st. QUARTER TOTAL
EXPENSES 03/93 - 05/93 EXPENSES BALANCE

AID PIO/P612-0231-1-00057					
47-57 George A. Malemia					
International Travel	2,000.00	0.00	0.00	0.00	2,000.00
Maintenance Advance	975.00	0.00	0.00	0.00	975.00
In-country Training	27,025.00	0.00	0.00	0.00	27,025.00
TOTAL	30,000.00	0.00	0.00	0.00	30,000.00

AID PIO/P612-0231-1-00058					
47-58 Mrs. Mary Nawali					
International Travel	2,000.00	0.00	0.00	0.00	2,000.00
Maintenance Advance	975.00	0.00	0.00	0.00	975.00
In-country Training	27,025.00	0.00	0.00	0.00	27,025.00
TOTAL	30,000.00	0.00	0.00	0.00	30,000.00

AID PIO/P612-0231-1-00059					
47-59 Catherine Chipazi					
In-country Training	15,000.00	2,309.37	1,853.77	4,163.14	10,836.86
TOTAL	15,000.00	2,309.37	1,853.77	4,163.14	10,836.86

AID PIO/P612-0231-1-00060					
47-60 Dorothy K. Lazaro					
In-country Training	15,000.00	0.00	0.00	0.00	15,000.00
TOTAL	15,000.00	0.00	0.00	0.00	15,000.00

AID PIO/P612-0231-1-00061					
47-61 Andrew D. Dinba					
International Travel	5,000.00	1,774.81	0.00	1,774.81	3,225.19
Maintenance Advance	975.00	0.00	0.00	0.00	975.00
Subcontracts	62,025.00	31,640.40	0.00	31,640.40	30,384.60
TOTAL	68,000.00	33,415.21	0.00	33,415.21	34,584.79

TOTAL DELIVERY ORDER BUDGET 667,080.00 179,187.13 1,853.77 181,040.90 486,039.10

TOTAL OBLIGATED AMOUNT 667,080.00

Delivery Order #48 Signed: August 1991
 AID Contract No. 612-0230-C-00-8009-00
 AND ID No. 61-2349-48
 PIO/T 612-0231-3-10020

Marc Lipman 61-2349-48-00	DO #48 BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
1. SALARIES AND BENEFITS					
Base Salary	34,188.00	46,065.89	2,001.95	48,067.84	(13,879.84)
7% Benefits	2,393.00	1,994.30	0.00	1,994.30	398.70
10% Differential	3,419.00	5,343.29	0.00	5,343.29	(1,924.29)
SUBTOTAL SALARY	40,000.00	53,403.48	2,001.95	55,405.43	(15,405.43)
- Local Salary	0.00	0.00	0.00	0.00	0.00
NET SALARY	40,000.00	53,403.48	2,001.95	55,405.43	(15,405.43)
2. TICKETS					
Round Trips to Malawi	6,000.00	4,073.81	0.00	4,073.81	1,926.19
R & R	200.00	0.00	0.00	0.00	200.00
Excess Baggage	500.00	0.00	0.00	0.00	500.00
3. SHIPPING COST	1,500.00	250.80	0.00	250.80	1,249.20
4. STORAGE	1,000.00	0.00	0.00	0.00	1,000.00
5. D.B.A.	1,596.00	1,056.41	0.00	1,056.41	539.59
6. U.S. EMB. MEDICAL	690.00	0.00	0.00	0.00	690.00
7. MEDIVAC	360.00	250.00	0.00	250.00	110.00
8. PRE/POST MEDICAL	700.00	105.00	0.00	105.00	595.00
9. TEMP. CAR	1,000.00	1,835.12	0.00	1,835.12	(835.12)
10. TEMP. HOUSING	1,200.00	2,602.41	0.00	2,602.41	(1,402.41)
11. SETTling IN	9,000.00	4,500.00	0.00	4,500.00	4,500.00
12. HOUSING	18,000.00	14,583.97	447.77	15,031.74	2,968.26
13. BOOKS ALLOWANCE	300.00	266.70	0.00	266.70	33.30
14. SECURITY	1,200.00	2,157.29	251.07	2,408.36	(1,208.36)
15. INSURANCE	1,800.00	2,250.00	0.00	2,250.00	(450.00)
16. RECRUITMENT	0.00	135.50	0.00	135.50	(135.50)
17. SUBTOTAL 1 - 16	85,046.00	87,470.49	2,700.79	90,171.28	(5,125.28)
18. G&A	2,551.00	2,317.48	81.02	2,398.50	152.50
TOTAL	87,597.00	89,787.97	2,781.81	92,569.78	(4,972.78)
OBLIGATED AMOUNT	\$88,000.00				

Delivery Order #49 Signed: December 2, 1991
 AID Contract No. 612-0230-C-00-8009-00
 AID ID No. 61-2349-49
 Amendment No. 1: December 20, 1991

61-2349-49-01
 PROPOSED BUDGET FOR: IIR
 PARTICIPANT FUNDS: J. Likongwe
 R.O.C

8620 International Travel
 8060 Maintenance Allowance
 8035 Subcontracts

TOTAL

BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
5,000.00	1,470.48	0.00	1,470.48	3,529.52
975.00	951.26	0.00	951.26	23.74
94,025.00	20,475.56	0.00	20,475.56	73,549.44
100,000.00	22,897.30	0.00	22,897.30	77,102.70

61-2349-49-02
 PROPOSED BUDGET FOR: IIR
 PARTICIPANT FUNDS: J. M. Bokosi
 R.O.C

8620 International Travel
 8060 Maintenance Allowance
 8035 Subcontracts

TOTAL

BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
5,000.00	0.00	2,107.51	2,107.51	2,892.49
975.00	0.00	951.28	951.28	23.72
94,025.00	0.00	23,150.46	23,150.46	70,874.54
100,000.00	0.00	26,209.25	26,209.25	73,790.75

61-2349-49-03
 PROPOSED BUDGET FOR: IIR
 PARTICIPANT FUNDS: O. Mganga
 R.O.C

8620 International Travel
 8060 Maintenance Allowance
 8035 Subcontracts

TOTAL

TOTAL DELIVERY ORDER

OBLIGATED AMOUNT

BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
5,000.00	0.00	0.00	0.00	5,000.00
975.00	0.00	1,010.63	1,010.63	(35.63)
54,025.00	0.00	8,901.45	8,901.45	45,123.55
60,000.00	0.00	9,912.08	9,912.08	50,087.92
260,000.00	22,897.30	36,121.33	59,018.63	200,981.37
260,000.00				

Delivery Order #50 Signed: June 4, 1992
 AID Contract No. 612-0230-C-00-8009-00
 AID ID No. 61-2349-50

PIO/P 612-0230-1-77057

61-2349-50-01 Dr. Benson f. Kandoole

PROPOSED BUDGET FOR: IIR

PARTICIPANT FUNDS

K.O.C

8620 International Travel
 8060 Maintenance Allowance
 8035 Subcontracts

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
8620 International Travel	2,300.00	1,839.80	0.00	1,839.80	2,300.00
8060 Maintenance Allowance	975.00	960.00	0.00	960.00	975.00
8035 Subcontracts	10,820.00	12,892.57	0.00	12,892.57	10,820.00
TOTAL	14,095.00	15,692.37	0.00	15,692.37	14,095.00

PIO/P 612-0230-1-10049 (Amendment No.1)

61-2349-50-02 Mr. Nyson D. Chizani

PROPOSED BUDGET FOR: IIR

PARTICIPANT FUNDS

K.O.C

8620 International Travel
 8060 Maintenance Allowance
 8035 Subcontracts

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
8620 International Travel	5,000.00	0.00	0.00	0.00	5,000.00
8060 Maintenance Allowance	975.00	0.00	0.00	0.00	975.00
8035 Subcontracts	54,025.00	0.00	9,060.13	9,060.13	44,964.87
TOTAL	60,000.00	0.00	9,060.13	9,060.13	50,939.87
TOTAL DELIVERY ORDER	74,095.00	15,692.37	9,060.13	24,752.50	65,034.87
OBLIGATED AMOUNT	\$74,095.00				

Delivery Order #51 Signed: September 1992
 AID Contract No. 612-0230-C-00-8009-00
 PIO/C 612-0230-4-77058
 ARD: 61 - 2349 - 51 - 00

AURORA Kansas College of Nursing Includes overhead	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
COMMODITY PROCUREMENT	200,000.00	0.00	159,365.85	159,365.85	40,634.15
TOTAL	200,000.00	0.00	159,365.85	159,365.85	40,634.15

Delivery Order #52 Signed: June 9, 1992
 AID Contract No. 612-0230-C-00-8009-00
 AID ID No. 61-2349-52

PIO/P 612-0230-1-80054
 61-2349-52-00 Mr. Diaber Pindani

PROPOSED BUDGET FOR: IIR

PARTICIPANT FUNDS

R.O.C

8620 International Travel
 8060 Maintenance Allowance
 8035 Subcontracts

TOTAL

OBLIGATED AMOUNT

	BUDGET	PREVIOUS EXPENSES	21st. QUARTER 03/93 - 05/93	TOTAL EXPENSES	BALANCE
8620 International Travel	5,000.00	1,467.87	0.00	1,467.87	5,000.00
8060 Maintenance Allowance	975.00	1,005.32	0.00	1,005.32	975.00
8035 Subcontracts	54,025.00	12,297.45	0.00	12,297.45	54,025.00
TOTAL	60,000.00	14,770.64	0.00	14,770.64	60,000.00
OBLIGATED AMOUNT	\$60,000.00				

V. APPENDICES

- A. CORE TRAVEL
- B. HOME OFFICE MONTHLY PROGRESS REPORTS
- C. FIELD OFFICE MONTHLY PROGRESS REPORTS
- D. HRID WORKING GROUP MEETING
- E. TRIP REPORTS
- F. CONSULTANT REPORTS
- G. PARTICIPANTS

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CORE TRAVEL
March 1, 1993 - August 31, 1993

Name	Date	Purpose of Travel
Rudi Klauss	May 21, 1993	<u>Zomba</u> - introduce Mr. and Mrs. Burmeister to officials at Chancellor College
Rudi Klauss, Bill Mvalo, & Simeon Mawindo	June 15-16, 1993	<u>Zomba</u> - meet with University of Malawi officials regarding HRID-funded activities
Rudi Klauss, Bill Mvalo & Simeon Mawindo	June 21-23, 1993	<u>Blantyre</u> - to hold discussions with institutions involved in HRID-funded activities
Rudi Klauss & Joan Larcom	July 13-14, 1993	<u>Zomba</u> - update on HRID activities <u>Blantyre</u> - update on HRID activities
Rudi Klauss	August 10-13, 1993	<u>Blantyre</u> - make presentation to new Peace Corps trainees, attend sectoral luncheon, meet with DEMATT and Polytechnic staff
Jennifer Bisgard	August 12-15, 1993	<u>Blantyre</u> - make presentation to Education Sector Seminar

HUMAN RESOURCES AND INSTITUTIONAL DEVELOPMENT PROJECT
PROMOTING HEALTH INITIATIVES FOR CHILD SURVIVAL

USAID PROJECT # 612-0230-C-00-8009-00

Home Office Monthly Report

March, 1993

DELIVERY ORDERS

Delivery Order #9: Two finalist candidates were selected for interviews from the four put forward for consideration for the MIS Advisor position. In calling the candidates to arrange for appointments it was discovered that one of them was unexpectedly unable to accept the appointment. Recruitment began anew immediately to find additional candidates.

Delivery Order #19: The office has been working with the Field Office to assure that Mr. LaPointe has all of the information he needs regarding his termination and return to the US.

Delivery Order #25: Word was received that Jack Farmer had decided not to accept a four month extension to his contract and so would be returning to the US in April. Materials were collected and sent to him in preparation for his repatriation.

Delivery Order #31: Ms. Druben returned to the US after providing assistance to ACCIM and presenting a talk at a meeting of 20 former USAID-funded participants on international investment options for Malaŵi's industry.

Delivery Order #39: The contract for procurement of the computers for Bunda College was sent to the USAID Contracts Office in Nairobi for approval near the end of the month, after the piece of documentation need from NCR-Malaŵi had arrived.

Delivery Order #41: Final approval of William Burmeister, one of the two candidates for the Public Administration position sent forward for University approval, was received. Because of teaching commitments, Mr. and Mrs. Burmeister will not depart until May.

Delivery Order #42: Final approval of Paula Tavrow by the University for the position of Researcher in Social Science was received. Ms. Tavrow completed her orientation and departed for Malaŵi in time to arrive on the 30th of the month.

Delivery Order #51: Bids for the teaching supplies for Kamuzu College of Nursing were sent to the Mission for their concurrence, and materials collected in support of the acceptance of the winning bid have been prepared for sending to Nairobi for their approval of the purchases.

ADMINISTRATION

The process of preparing an amendment to the Core budget to extend it until September, 1995, reached fruition in the first week of the month when the amendment was signed. Immediately thereafter, amendments were prepared to the contracts with the subcontractors, which were duly signed by them. Letters amending OPEXer contracts to take them into the extension period were also completed and sent to those involved for their signatures.

The need to expend 1987 funds by August continued to result in a review of activities funded by those funds, to see what will be accomplished by the end of April and which PIOs will have to be refinanced. A report of the findings were sent to the Field Office at the end of the month.

An amendment to Delivery Order #9 was received and processed this month. It provides funds for the long-term advisor to the DPM&T MIS effort.

FUTURE

- Completion of the hiring processes for the Personnel Administration position; including contracting, budgeting, medical clearing, orientation and shipping.
- Completion of the final review and awarding of a contract for the large Kamuzu College of Nursing instructional materials purchase, and for the Bunda College computers.
- Completion of the financial accounting for the estate of Dr. Michael Olivar.
- Completion of the next set of quarterly reports and the Tenth Semi-Annual Report.
- Completion of the recruitment and interviewing of candidates for the MIS Advisor position at DPM&T.

**HUMAN RESOURCES AND INSTITUTIONAL DEVELOPMENT PROJECT
PROMOTING HEALTH INITIATIVES FOR CHILD SURVIVAL**

USAID PROJECT # 612-0230-C-00-8009-00

Home Office Monthly Report

April, 1993

DELIVERY ORDERS

Delivery Order #9: Recruitment for additional MIS candidates included two paid advertisements, two listings on electronic job boards, calls and mailings, and a presentation at a professional society. The result was only two possible candidates, which were sent to the field at the end of the month. Interviews are expected to take place with atleast three candidates early in May when Salpini returns.

Delivery Order #19: Support was provided to Mr. LaPointe return to the US.

Delivery Order #25: Support was provided to the Field Office and Jack Farmer in preparation for his return to the US at the end of April.

Delivery Order #31: Copies of Ms. Druben's report on her work with ACCIM was distributed to Aurora Associates and AID's Research and Reference Library.

Delivery Order #39: A go ahead to proceed with the contract for procurement of the computers for Bunda College was received from the USAID Contracts Office in Nairobi. The proposed contract was then passed to Aurora Associates to execute. By the end of the month it was with the successful bidder who reviewed and accepted it; shipping is tentatively set to begin May 28th.

Delivery Order #41: Medical clearance for William Burmeister and his wife was obtained and travel arrangements made. He will be filling the Public Administration position at Chancellor College. Mr. and Mrs. Burmeister will depart May 17th after their orientation.

Delivery Order #51: Approval for the selected bids for the teaching supplies for Kamuzu College of Nursing was received from the Mission. The month end with Aurora confirming the prices with the vendors prior to submitting the contracts for approval by AED.

ADMINISTRATION

A memo was received indicating that it was no longer necessary to expend 1987 funds by August. A review of all PHICS funded activities and proposed extensions were made and sent to the Field Office so that needs for additional funding, or the availability of unused funds, would be known for planning purposes. Projections of extension costs and available funds for Karin Hyde (DO# 39) and Vu Nguyen (DO# 42) were also prepared for the Field Office. Planning for deobligating HRID PIOs and Deliver Orders completed continued. A revised list of activities ready to be closed out and in need of additional or fewer funds will be ready next month.

Amendment to Delivery Orders # 7 for \$3000 was received and processed. Monthly reports, including Vouchers through February, and quarterly personnel and Gray Amendment reports were completed and sent to the Field Office. Final review and closing of files on Andrew Mwansambo, Michael Oliver, and Patrick Mulawu were completed this month.

FUTURE

- Completion of the hiring and orientation of the Personnel Administration candidate, Wm. Burmeister.
- Begin shipping Kamuzu College of Nursing instructional materials and the Bunda College computers.
- Begin the next round of deobligations where activities have been completed.
- Completion of the next set of quarterly reports and the Tenth Semi-Annual Report.
- Completion of the interviewing for, and selection of, a candidate for the MIS Advisor position at DPM&T.

HUMAN RESOURCES AND INSTITUTIONAL DEVELOPMENT PROJECT
PROMOTING HEALTH INITIATIVES FOR CHILD SURVIVAL

USAID PROJECT # 612-0230-C-00-8009-00

Home Office Monthly Report

May, 1993

DELIVERY ORDERS

Delivery Order #9: Interviews of three candidates for the MIS Advisor position took place May 13th with Dean Salpini of USAID/IRM and Kurt Moses, AED's technical advisor for the MIS activity as the interviewers. It was obvious that one candidate was far superior to the other two and George Caldwell was recommended for the position. He accepted and is expected to depart following orientation on June 14th.

Delivery Order #25: Final arrangements regarding the shipments and payments for Jack Farmer, who returned to the US at the end of April, were completed by the end of the month.

Delivery Order #39: Word was received from the AID Contracts Office in Nairobi that AED could approve the proposed contract for the procurement of the computer equipment for Bunda College. Approval of the contract was forwarded to Aurora Associates for them to complete the negotiation process. Minor details had to be ironed out and approved, but the last of the details were approved at the end of the month so the contract should be signed in the first week of June.

Delivery Order #41: Mr. and Mrs. Burmeister departed for his position in the department of Public Administration on May 17th after their orientation. Mr. Burmeister will be teaching and developing courses in the new Personnel Management program for two years.

Delivery Order #51: Aurora confirmed the prices with the vendors for the three procurements of instructional materials prior to submitting the contracts for approval by AED. AED approved the contracts and the vendors signed them. Shipments will go out as blocks of goods are ready rather than holding all until everything is available, with the first group scheduled for mid-June.

ADMINISTRATION

Amendment to Delivery Order #7 for \$3000 was received and processed.

Monthly reports, including the Vouchers for March, Imprest Fund Reports for February and March, and quarterly personnel and Gray Amendment reports were completed and sent to the Field Office. Quarterly Reports for the period December--February were also completed.

FUTURE

- Completion of the hiring and orientation of the MIS Advisor to DPM&T, George Caldwell.
- Begin shipping Kamuzu College of Nursing instructional materials and the Bunda College computers.
- Continue the deobligations of PIOs and DOs where activities have been completed.
- Completion of the Tenth Semi-Annual Report.
-

HUMAN RESOURCES AND INSTITUTIONAL DEVELOPMENT PROJECT

PROMOTING HEALTH INITIATIVES FOR CHILD SURVIVAL

USAID PROJECT # 612-0230-C-00-8009-00

Home Office Monthly Report

June, 1993

DELIVERY ORDERS

Delivery Order #9: Preparations were made for the departure of George Caldwell the position of Advisor to the DPM&T MIS activity on June 14th. Following a full day's orientation, which included two hours with Vivian Toro, Mr. and Mrs. Caldwell departed for their 15 month tour.

Delivery Order #11: Bob Sikes, President of Global Systems, spent some time talking with Kurt Moses, Vivian Toro and George Caldwell about the computer needs and uses at DPM&T.

Delivery Order #25: Last moment adjustments were made to the accounts and records of Jack Farmer, who returned to the US at the end of April, as a shipment was routed to the US that they had anticipated would be sent to Zambia.

Delivery Order #39: Aurora Associates completed the negotiations with Global Systems and they signed the contract for the computers on June 15th. The shipment is expected to be on its way in the first week of July, though the UPSes may have to follow two weeks later.

Delivery Order #51: Initial shipments of instructional materials for Kamuzu College of Nursing purchased from three vendors went out this month. It had been decided that partial shipments would assure that some supplies would be arriving quickly, and would allow the College to receive and process them in an expeditious manner.

ADMINISTRATION

Amendment to Delivery Orders #7,20,and 36 for \$9,328 was received and processed.

Monthly reports, including the Vouchers for April and May, and Imprest Fund Reports for April and May, Quarterly Reports for the period March-May were also completed. The 10th Semi-Annual Report was prepared and reviewed. It will be copied and shipped early in July.

A request for deobligation of funds was submitted to AID on July 6, 1993 in the amount of \$154,778.60.

FUTURE

- Preparation for OPEXer contract renewals and completions in the next two months.
- Distribution of Quarterly and Semi-Annual reports
- Continue the deobligations of PIOs and DOs where activities have been completed.

HUMAN RESOURCES AND INSTITUTIONAL DEVELOPMENT PROJECT
PROMOTING HEALTH INITIATIVES FOR CHILD SURVIVAL

USAID PROJECT # 612-0230-C-00-8009-00

Home Office Monthly Report

July, 1993

DELIVERY ORDERS

Delivery Order #9: Comments were prepared by Vivian Toro and Kurt Moses various reports prepared by George Caldwell and sent to the field. Included as was an analysis of proposed equipment that Jonathan Sikes contributed to which will eventually be purchased under DO #11.

Delivery Order #25: Jack and Martha Farmer visited the office to review their accounts and provide an oral report on their three years at MOW.

Delivery Order #39: Aurora Associates and Global Systems have been working out the financial assurances needed prior to actual computer purchase. The shipment is now expected to be on its way by the end of the first week of August.

Delivery Order #41: Dr. Rajbansee's final report was sent to the Field for acceptance and approval. When approval was received, his final cheque was cut and sent to him. He did not keep an appointment he made to come to the office to talk to staff on the 28th about his experiences.

Delivery Order #42: Karin Hyde's contract was extended for another year of service to the Center for Social Research at the University of Malawi.

Delivery Order #51: Approval for payment of the initial shipments of instructional materials for Kamuzu College of Nursing purchased from three vendors were received from the College. The final shipments are expected to be received and paid for by the end of August.

ADMINISTRATION

Amendments to the following Delivery Orders were received this month and were processed so as to show up on the July Vouchers:

Amend. 5 to DO #7, addition of \$10,000 to one PIO and \$7500 deobligated from another PIO;

Amend. 3 to DO #20, addition of \$4614; and

Amend. 2 to DO #36, addition of \$1714.

Vouchers and Imprest Fund Reports for April and May were distributed, as were the Quarterly Reports for the period March-May. The 10th Semi-Annual Report was bound and sent to all required to receive it.

A request to deobligate 15 Delivery Orders and 10 additional PIOs was prepared on the 6th and sent to the Mission. If accepted, the activity will return \$154,778.47 to be used for other activities, once five of the PIOs are topped up to allow them to be closed.

Val Lovett, who was wed on the 10th to Raymond Roach, returned on the 27th to continue her support of the Project. John Hatch returned from a week's vacation on July 6th.

FUTURE

- Continue the deobligations of PIOs and Dos where activities have been completed.
- Prepare for John Hatch's trip to the Field (August 31-September 23).
- Provide support to OPEXers Stephano, Bauer, Edwards, Adiv and Hellerman as they prepare to complete their contracts and return home.
- Preparation for the production of the next set of quarterly and semi-annual reports.
- Continued monitoring of receiving reports for goods shipped to Bunda and Kamuzu colleges.

HUMAN RESOURCES AND INSTITUTIONAL DEVELOPMENT PROJECT

PROMOTING HEALTH INITIATIVES FOR CHILD SURVIVAL

USAID PROJECT # 612-0230-C-00-8009-00

Home Office Monthly Report

August, 1993

While the weather, extremely hot and muggy, was best suited for inactivity, the Project was anything but. Two recruitments, three extensions, two terminations, on-going procurements and participant programs were part of a mix of activities that also included two sets of monthly reports to prepare and a new insurance program to learn about and explain to the OPEXers. Vacation time was kept to a minimum.

DELIVERY ORDERS

Delivery Order #9: Support was provided to the field in review of equipment needs to be purchased under DO# 11 and by USAID.

Delivery Order #11: Software was purchased, and taken to the field by John Hatch, to upgrade support work under DO#9 with the MIS developments at DPM&T.

Delivery Order #25: Recruitment for a water engineer to work with the Ministry of Health and NGOs to provide rural ground water, began. A collection of resumes was taken to the field by John Hatch for review by USAID and MOH.

Delivery Order #39: Aurora Associates, Global Systems and their banks finally completed the financial assurances needed prior to actual computer purchase. The shipment is now expected to be on its way by the end of the second week of September.

Delivery Order #44: A three month extension for Mary Stephano and a two month extension for Annabel Bauer were completed to allow them to finish the handing over of their duties to their counterparts in the Ministry of Health.

Recruitment for an MIS specialist with medical records and personnel systems background began. Resumes of potential candidates were taken to the field by John Hatch.

Delivery Order #45: A one year extension of the contract for Kristine deQueiroz was made at the request of the Kamuzu College of Nursing so as to provide teaching coverage while other staff are completing their studies in the US.

Delivery Order #51: Approval for payment of the final shipments of instructional materials for Kamuzu College of Nursing purchased from three vendors were received from the College.

ADMINISTRATION

Back up material for Vouchers were completed, and Imprest Fund Reports reviewed, for June and July and distributed for further processing. Preparations were made to collect the information needed for the Quarterly Reports for the period June-August and the 11th Semi-Annual Report.

Preparation of a request to deobligate Delivery Orders and additional PIOs was developed and circulated for approvals. It is expected to be sent to the Mission in early September.

Preparations for John Hatch's three week trip to the Field Office included review of Imprest issues, preparations for office close down, and reporting needs. In addition, as AED is changing insurance carriers October 1, there were materials to prepare for informing the OPEXers of their new benefits and access procedures.

FUTURE

- Continue the deobligations of PIOs and Dos where activities have been completed.
- Work with Rudi Klauss during his R&R leave to clear up any unresolved issues regarding finances, procurements, or procedures.
- Provide support to OPEXers Stephano, Bauer, and Hellerman as they prepare to complete their contracts and return home.
- Production of the next set of quarterly and semi-annual reports.
- Continued monitoring of receiving reports for goods shipped to Bunda Colleges.
- Complete the recruitment of a Water Engineer and Health MIS Specialist.



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ACADEMY FOR EDUCATIONAL DEVELOPMENT
LILONGWE FIELD OFFICE
MONTHLY ACTIVITY REPORT
MARCH 1993

I. Human Resources and Institutional Development (HRID)

A. HRID-Funded Activities

DPM&T MIS Project (DO 9) During March, resumes of three potential candidates for the one-year long-term MIS advisor position were forwarded from AED/Washington for preliminary review by USAID and DPM&T. Additional resumes are still being sought, with the expectation of scheduling an interview panel for short-listed candidates in late April or early May.

Ministry of Local Government (DO 15) Meetings were held in early March with MLG officials and Howard Sumka (REDSO/Nairobi) to review progress in developing the training manuals. As of the end of the month, the two manuals (one in accounting/financial management and one to be used as a handbook for local councillors) were still under review at the Ministry. The hope is that this review will be completed in April so that production of finished versions can begin thereafter.

Ministry of Works (DO 19) Ten sets of training materials (collected into 3 volumes) and one set of training reference materials were handed over to the Ministry of Works. These materials constituted the final effort by long-term advisor Ray LaPointe who completed this assignment as part of his wrap up at the Ministry. The volumes have been well received by the Ministry and a set will be made available to each MOW training center, as well as to each department within the Ministry.

Center for Social Research (DO 42) Paula Tavrow arrived in Malawi on March 31 to begin a two year assignment as a research fellow at the University of Malawi's Center for Social Research in Zomba. She will be assisting the Center with research in the health sector. Paula's previous work experience includes assignments in Tanzania, Zaire and Somalia.



Kamuzu College of Nursing (DO 51) Remaining questions concerning the computers to be purchased under DO 51 for KCN were addressed. All outstanding issues should be resolved in April so that the contracts can be signed to purchase and ship the commodities requested by KCN.

B. HRID General Implementation Activities

Plans were made for Ms Dorothy Anderson to visit Malawi the week of May 17th to attend an awards ceremony and to brief USAID, the Project Office and the GOM on the status of various long-term participants' study programs in the U.S. Naomi Ngwira was in the final stages of her in-country research for her PhD dissertation during March. She is returning to Michigan State University in April to complete her data analysis and begin writing up her results. Robert Salama's request to have a video made of macademia nut production in Malawi was approved, completed, and forwarded to him in the U.S.

An interview panel including Rudi Klauss, Bill Mvalo and Ben Mtalimanja interviewed six finalists for the AED deputy coordinator position. A final decision, after reference checks have been completed, will be made in early April.

A meeting was held at USAID in mid March to review how to handle FY 87 project funds which have not yet been spent. A plan was developed to reallocate any remaining funds to project activities which can use them within the next several weeks so that all of this money is used before the deadline of September 30, 1993. Budget amendments to several PIO/Ps were also initiated in the latter part of the month.

In response to a congressional inquiry as to how much AID money as gone to African Universities during FY 92 and 93, the Field Office prepared a report for the Mission on all HRID and PHICS funded activities with the University of Malawi. The analysis indicates that during this two year period, HRID spent \$3,436,850 on University of Malawi activities. PHICS activities (scholarship funding for KCN) came to \$ 21,945.

Two photocopiers arrived in March, one for Ministry of Local Government (DO 15) and the other for the Department of Public Administration at Chancellor College (DO 41).

C. Local Currency Activities

The 18 HRID funded students enrolled in the Bachelor of Public Administration (human resources management) program at Chancellor College sent a letter to the HRID Project complaining about several matters related to their support arrangements at the College (food, housing, allowances).

After reviewing their letter with DPM&T, USAID, and University officials, a response was prepared which, while expressing sympathy and appreciation for the adjustments that are required in adapting to student life, took the position that the Project was not prepared to increase allowances for this group.

II. Promoting Health Interventions for Child Survival (PHICS)

A. PHICS-Funded Activities

None to report.

B. PHICS General Implementation Activities

Based on leads provided by Dorothy Anderson of IIE (who manages a USAID funded participant training project for South Africa), we faxed three institutions in South Africa to explore possible placements for four persons in the areas of nutrition and health education. To date, no response has been received from any of these institutions. In addition, when Ms. Jean Phiri (DPM&T) was in South Africa in March, she also inquired about possible training institutions in these subject areas. Overall, she was not encouraged by her preliminary inquiries. She will be providing a brief report on this subject in April to the project office.

III. Actions Planned for April 1993

During April the following activities are anticipated:

- final selection of a deputy coordinator;
- review of project financial status;
- final approval by USAID of KCN and Bunda procurements, and signing of contracts to deliver the commodities;
- scheduling and possible holding of interview panel for MIS long-term advisor selection;
- preparation of action plan for use of remaining HRID funds for ACCIM;
- meeting with National Commission on Women in Development secretariat staff to agree on next steps regarding support by HRID to the Commission;
- hold further meetings with Ministry of Local Government to plan completion of training manuals;
- begin actions on reallocation of FY 87 funds;
- prepare delivery order amendments to extend subcontracts for Kristine deQueiroz, Karin Hyde, and Vu Nguyen.



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ACADEMY FOR EDUCATIONAL DEVELOPMENT
LILONGWE PROJECT OFFICE
MONTHLY ACTIVITY REPORT
APRIL 1993

I. Human Resources and Institutional Development (HRID)

A. HRID-Funded Activities

DPM&T MIS PROJECT (DO 9) Five problem tracking reports were submitted by DPM&T through AED to the METAMORFIX Office in Lilongwe for their attention. These seem to be relatively minor bugs in the program and should be taken care of within a few weeks. AED/Washington has extended the search for additional candidates for the long-term advisor position. An interview panel for short-listed candidates is scheduled to be held before mid May.

Ministry of Local Government (DO 15) Three meetings were held in April (one in Lilongwe and two in Blantyre) to work out a plan to complete the training manual in accounting and financial management. Clarification was given to the design team regarding the target audience and the structure/format requirements to ensure that the manual can serve both as a training manual and as a desk-top reference. A final draft of the manual is due in May.

Malawi Chamber of Commerce and Industry (DO 21) The Annual General Meeting of the Chamber was held on April 6, 1993, in Blantyre. At that meeting, most provisions of the new constitution and the Chamber's Five Year Strategic Plan (which had been drafted by HRID consultant Laurel Druben) were accepted. In addition, a new council was elected, and the name of the association was changed to the Malawi Chamber of Commerce and Industry. Following the meeting, discussions were held with Peter Kazembe regarding the timing of the proposed return visit by Laurel Druben to help with the start-up implementation of the strategic plan. Most likely, her return visit will take place in August-September.



National Commission on Women in Development (DO 38) A meeting was held in late April with a representative of the National Commission to discuss next steps for HRID support to the Commission. It was agreed that the next major HRID funded activity would be a workshop for WID desk officers based in the key ministries to plan how to implement the Commission's strategic plan.

Bunda College of Agriculture (DO 39) USAID approval to proceed with the Bunda computer procurement was received. A contract with the vendor is to be signed in early May, with delivery of the items expected in June.

Center for Social Research (DO 42) After completing an initial orientation in Lilongwe, Paula Tavrow travelled to Zomba on April 2 to begin her two year assignment at the Center for Social Research. The University has short-listed local candidates for the research associate position to be funded from HRID local currency funds, and a selection panel is likely to be held in May. The research associate will serve as an understudy to Paula in conducting health-related research for the Center.

Kamuzu College of Nursing (DO 51) Final approval to proceed with this procurement was received from USAID during April. Contracts with the winning vendors will be signed in early May and delivery is expected in late June - early July.

D. HRID General Implementation Activities

PIO/P amendments to adjust the lengths of programs and funding levels were processed for the following HRID funded participants: Thokozile Matanda, Luke Pandukani Banda, Florence Sambakunsi, and Charles Malata Chirwa. Naomi Ngwira returned to the University of Michigan to finish the analysis and writing of her Ph.D. dissertation after having completed some 6 months of data collection and preliminary analysis in Malawi.

The Project Office was informed by USAID that the deadline for spending all FY87 funds by September 1993 is no longer an issue for the current fiscal year. Nevertheless, AED will still be moving ahead in the coming weeks to close out all delivery orders which are no longer active and for which final accounts are now in hand.

A new deputy director has been selected for the AED/Lilongwe Project Office. He will assume his responsibilities at the beginning of June.

C. Local Currency Activities

DPM&T submitted a quarterly report of local currency activities for the period January-March 1993. A review by the Project Office of actual and projected expenditures against commitments made in May 1992 from this account was completed by the Project Office (copy attached). This analysis indicates that

some MK 293,882 will still be available from September 1992 onward for HRID supported activities.

II. Promoting Health Interventions for Child Survival (PHICS)

A. PHICS-Funded Activities

Long-term advisor Jack Farmer completed his three year assignment with the Water Department in the Ministry of Works on April 22nd.

B. PHICS General Implementation Activities

Meetings were held with the HPN office at USAID to review financial reports of PHICS funded activities being handled by AED and the status of all delivery order activities. Further discussions are anticipated in May so that any amendments or adjustments to various delivery orders can be accomplished.

Stanley Nakhumwa's PIO/P was amended to reflect his shortened study program and to deobligate excess funds still remaining in his PIO/P.

III. Actions Planned for May 1993

During May the following activities are anticipated:

- signing of contracts for KCN and Bunda commodity procurements;
- submission of final drafts of MLG accounting and financial management training manual for review;
- preparation of amendments to cover extensions for Kristine deQueiroz, Vu Nguyen, and Karin Hyde;
- review of the status of HRID project funding;
- arrival of long-term advisor William Burmeister who will be teaching in the human resources management program at Chancellor College;
- awards ceremony for returned participants (tentatively scheduled for May 20th at the Capital Hotel);
- visit by IIE representative Dorothy Anderson the week of May 17th.

LOCAL CURRENCY ACCOUNT
STATUS REPORT
(April 30, 1993)

ANTICIPATED EXPENDITURES BASED ON MAY 1992 COMMITMENTS

	<u>Planned</u>	<u>Spent to Date</u>	<u>Add'l Anticipated</u>	<u>Difference</u>
1. Marketing conver- sion program	100,000	35,850	32,800	31,350
2. Accounting conver- sion program	100,000	99,240	0	760
3. BPA Program (K280,000 per yr x 2 years)	560,000	263,267	280,000	16,733
4. BPA Orientation	60,000	0	0	60,000
5. KCN Nursing tuition (5 x 2 yrs)	100,000	21,758	77,146	1,096
6. KCN Clinical instructors	60,000	0	60,000	0
7. CSR Staff assoc.	52,000		52,000	0
8. DPM&T MIS costs	15,000	4,279	0	10,721
9. Cert. Fin. Mgt.	29,022	28,800	0	222
10. Womens scholarships academic year 92-93				
10,000 x 56:	560,000	199,500	313,500	47,000
18,000 x 10:	180,000	27,000	27,000	126,000
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL:	MK 1,816,022	679,694	842,446	293,882

ESTIMATED AMOUNT AVAILABLE FOR REPROGRAMMING: MK 293,882

(NOTE: This assumes no increases in University of Malawi tuition for the KCN nursing program, and that the BPA orientation is no longer required.)



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ACADEMY FOR EDUCATIONAL DEVELOPMENT
Lilongwe Project Office
Monthly Activity Report
May 1993

I. Human Resources and Institutional Development (HRID)

A. HRID-Funded Activities

DPM&T MIS Project (DO 9) An interview panel to select a long-term technical assistance advisor for the DPM&T MIS project was held in late May. Mr. George Caldwell was recommended as the most qualified person for the position and DPM&T has approved this selection. He is scheduled to arrive in mid June to begin a 15 month assignment to help in the final stages of implementing the system and extending it to key line ministries.

Ministry of Local Government (DO 15) A revised draft of the training manual in accounting and finance was received in the latter part of May. This draft is being processed into WordPerfect and then will be reviewed once more in a 1-2 day workshop by a small group of individuals who represent the target audience. After that, final corrections will be incorporated, at which point final layout and publication will be completed. The Local Government Councillors Handbook has been approved by the Ministry for distribution. Final editing and publication will be initiated in June.

National Commission on Women in Development (DO 33) Meetings were held in the latter part of May to plan a workshop for desk officers in various ministries who are responsible for womens issues at the Ministry level. Ed Comstock (a consultant/trainer connected with the Genesys Project in Washington D.C.) spent a week with USAID, National Commission staff and HRID Project staff to work out a draft plan for this workshop to be held (tentatively) in August.

Chancellor College, Public Administration Program (DO 41) Long-term advisor William Burmeister arrived in Malawi on May 19th to begin a two year assignment teaching human resources management at Chancellor College.



B. HRID General Implementation Activities

Dorothy Anderson (IIE representative from Washington D.C. arrived on May 18th for a five day visit. During her stay, an awards ceremony was held at the Capital Hotel at which time she made a presentation on the evolution of USAID funded education and training programs in southern Africa. Approximately 70 ex-participants received certificates of achievement at this event.

On May 6th, Rudi Klauss and Stephanie Funk from USAID met with University of Malawi officials in Zomba to explore options for using HRID funds available for womens scholarships to construct a womens' dormitory. This issue was followed up by further discussions later in the month in Lilongwe with USAID. The conclusion reached was that USAID should continue to make scholarship payments on a term by term basis for the women studying in nontraditional fields, and that the University would take equivalent funds from its own budget to cover the cost of constructing a dorm. In this way the original objective can be accomplished with minimum administrative complexity. This understanding will be formalized in a Project Implementation Letter in the next few months.

We were also informed by the University Registrar that the University has hired a new assistant womens registrar who will be taking over these responsibilities by June.

While in Zomba we also met with Linda Semu who indicated that the MA Sociology Program was progressing well. She has been awarded two grants to conduct research on womens issues in the coming year. We also saw Karin Hyde briefly who has been working on a study concerning barriers to girls' achievement in secondary schools in Malawi.

An HRID Project Working Group meeting was held on May 13th to review various project activities. Major items on the agenda included a review of the audit of University of Malawi local currency funds, status of local currency expenditures, the DPM&T MIS project, and the awards ceremony. Minutes of the meeting are on file.

A graduation ceremony was held on May 27th for another group of students graduating from a six month switchgear training program at ESCOM. This is the 3rd program that has been completed since the departure of long-term advisor Tod Smith who designed and delivered the first two offerings of the course. All indications are that this program has been thoroughly institutionalized at ESCOM and that it is meeting an ongoing, important training need within the Commission.

Participant training activities included:
the return of Robert Salama from the U.S. on May 15th after completing an MBA degree at Oklahoma City University;
planning of two short-term training programs for two members of DEMATT to take place in Nairobi in June at the Kenya Institute of Management;
initial planning of study tours for 5 faculty members of Bunda College to visit universities in the U.S. in August-September.

C. Local currency activities

The Project Office prepared a status report on local currency expenditures to date and expected additional commitments made last year. The analysis indicates that some MK 293,882 will be available as September 1993 for further allocation to support in-country activities. As discussed in the HRID Working Group meeting the University has agreed to pay back sums still outstanding which had been discussed in the audit report. DPM&T will be preparing a final report/response on the audit report in the coming weeks.

II. Promoting Health Interventions for Child Survival (PHICS)

A. PHICS-Funded Activities

None to report.

B. USAID and the Ministry of Health are reviewing the Project Office's April 28th status report of funds committed to technical assistance and participant training through delivery orders with the Academy for Educational Development. Once this review is completed, decisions will be taken to reprogram anticipated excess funds which remain in various delivery orders.

Rudi Klauss visited the Polytechnic on May 5th to get an update on the diploma level program provided by the Faculty of Applied Studies in laboratory technology and environmental/public health. This visit was exploratory to further possible discussion between USAID and MOH regarding the possibility/utility of committing some PHICS funds to strengthening this program at the Polytechnic.

III. Actions Planned for June 1993

During June, the following activities are anticipated:

final review of Ministry of Local Government Accounting and Finance training manual;
final editing and production of the Local Government Councillors Handbook;
arrival of new long-term advisor George Caldwell to work on DPM&T MIS Project;

orientation and introduction of Simeon Mawindo, the Project Office's new deputy director, to the project and key people involved in implementation. This orientation will include a field trip to Blantyre and Zomba where a number of HRID activities are underway;

initiation of closeout activities for delivery order activities which are completed;



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June 10, 1993

TO THE FAMILY OF THE LATE MICHAEL MALERA

On behalf of the Academy for Educational Development I want to extend deepest sympathies and condolences to the family of the late Michael Malera on his sudden and unexpected death. During the time Michael was employed by the Academy in Lilongwe, he was an extremely loyal and productive member of the office team. He was always cooperative, and proved to be one of our most trusted and reliable members of staff. He will be a great loss to the office in terms of his professional contribution. Of equal importance, however, everyone in the office will miss him as a good and trusted friend. He could be counted on for any help, be it work related or personal. I will particularly miss him as a friend and for the counsel he gave on matters relating to our office accounting system.

I also wish to share with the family the following message which I received from my office in Washington by fax this morning:

"The Academy for Educational Development and especially the HRID Project, was greatly saddened to learn of the unexpected passing away of yours and our fellow employee, Michael Malera. While Michael had not been with the Project for a long time, his contributions as a knowledgeable financial manager were very timely and important. His advice and service will be missed by all of us. Please convey our deepest sympathy to his wife and family, and accept our condolences for the loss of a friend and team member."

At this time of sorrow, we extend our heartfelt condolences to his family and friends and share with them in the tragic loss of such a fine human being.

Sincerely,

Rudi Klauss
 Project Coordinator





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ACADEMY FOR EDUCATIONAL DEVELOPMENT
Lilongwe Project Office
Monthly Activity Report
June 1993

I. Human Resources and Institutional Development (HRID)

A. HRID-Funded Activities

DPM&T MIS Project (DO 9) Long-term advisor George Caldwell arrived on June 16th to begin a fifteen month assignment to help implement the DPM&T MIS system. He will be working closely with the DPM&T MIS development team in finalizing the software system within DPM&T and extending it to key line ministries.

Ministry of Local Government (DO 15) A quarterly review of HRID training support to the Ministry of Local Government was held on June 30. Richard Mwangi, from USAID/Nairobi, represented USAID regional advisor Howard Sumka at this meeting. It was agreed that the training manual on accountancy and financial management would be distributed to curriculum experts in July for final review and for pilot testing with a few district councils. Final revisions are to be incorporated during August, and copies are to be printed in September for use in a workshop to be held in October. It was reported that the Councillors Handbook is ready for final editing and will be entered into wordprocessing format by the end of September.

National Commission on Women in Development (DO 33) Discussions were held and draft budgets prepared for workshops to be held in August or September for desk officers and senior policy officials concerning implementation of the National Commission's policy and action plan for women in Malawi. In addition to HRID support for this activity, the GENESYS Project (an AID/W funded project) will be providing a short-term consultant to facilitate this workshop.

Bunda College of Agriculture (DO 39) There was considerable communication between IIE, the Project Office and Bunda College to plan the short-term study tours for 5 Bunda College faculty to the U.S.



Kamuzu College of Nursing (DO 51) The first two shipments of instructional commodities arrived in Malawi in late June for Kamuzu College of Nursing. The remaining items are scheduled to arrive by early August.

Participant training activities During the month of June, several participant training actions were taken. Training programs for Molland Nkhata (MBC) and Wellam Kamthunzi (Bunda College) were extended from August to December 1993. Maxwell Mkwesalamba's request to allow his family to remain in the U.S. with him until completion of his program in August 1994 was approved. Brief visits to Malawi for personal reasons for Evelyn Munlo and Rosemary Kalea were authorized. Aaron Likupe and Binnie Chirwa attended a short-term training course in small scale enterprise in Nairobi, Kenya, from June 5th to July 3rd.

B. HRID General Implementation Activities

During June we made two field trips (one to Zomba and one to Blantyre) to review HRID Project activities at various institutions. These visits also provided an opportunity to introduce Simeon Mawindo as the new deputy project coordinator to officials at these institutions. Trip reports on these visits are on file.

While visiting the University in Zomba, we had further discussions with the University Registrar regarding the construction of a dormitory for undergraduate women. If all goes according to plan, the University will establish a separate ledger in its financial accounts which will record the receipt of HRID scholarship funds on a term by term basis. The University will in turn use an equal amount of its funds to construct the dormitory beginning later this year.

Working with AED/Washington we continued the process of reviewing which delivery order budgets could be closed out. Final costs on a number of completed delivery order activities will be submitted to USAID/Malawi in July.

C. Local currency activities

DPM&T submitted a report to the Auditor General which resolves the outstanding questions concerning payments which had been made to the University to support HRID activities. The University has refunded the HRID Project the unused amounts of money which had been advanced for furniture, house rent, and the cost of a typewriter which was never purchased.

II. Promoting Health Interventions for Child Survival (PHICS)

A. PHICS-Funded Activities

Discussions were held with USAID regarding the possible extensions of contracts for Drs. Annabel Bauer and Mary Stephano. Decisions are expected in July.

B. General Implementation Activities

The Ministry of Health has requested that the Project Office move ahead with placement for one participant in South Africa. Decisions on other participant training budgeted for under Delivery 47 are still pending with the Ministry.

III. Actions Planned for July 1993

During July, the following activities are anticipated:

- pilot testing of Ministry of Local Government training manual on accounting and finance;
- further work on closeout of completed delivery order activities;
- meetings with NCWID on upcoming workshops for desk officers and policy makers;
- discussions with Malawi Chamber of Commerce and Industries regarding proposed return visit of consultant Laurel Druben.
- complete delivery order amendments for extensions of Karen Hyde at the Center for Social Research (DO 42) and Kristine de Queiroz (DO 45).



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ACADEMY FOR EDUCATIONAL DEVELOPMENT
Lilongwe Project Office
Monthly Activity Report
July 1993

1. Human Resources and Institutional Development (HRID)

A. HRID-Funded Activities

DPM&T MIS Project (DO 9) A number of meetings were held with DPM&T and USAID to discuss hardware and software requirements for this next phase of project implementation. A final decision on specific items to be purchased will be made in early August. Long-term advisor George Caldwell prepared a number of initial reports and is designing a dBase program to utilize the data base which currently exists in the Informix program. He also visited key ministries to learn more about their needs and capacities in relation to the PMIS.

Ministry of Local Government (DO 15) Copies of the draft training manual on accounting and financial management were distributed to Lilongwe District Council, Dedza Town Council and Dowa District Council for them to review and use as desk top reference manuals until mid August. At that point, the manuals with comments will be collected and a final version will be prepared for publication.

National Commission on Women in Development (DO 33) Further meetings were held to plan workshops in September. The workshop for desk officers will take place September 6-10, and the policy planners workshop will be held September 15. The venue for each workshop is still to be decided.

Kamuzu College of Nursing (DO 51) A third shipment of instructional commodities arrived in July. The final shipment is due in August.



Participant training activities During July several participant training events occurred:

Rosemary Kalea returned to Malawi for a personal visit;

Evelyn Munlo returned to Malawi for a personal visit;

Olive Kakhome's request to attend a professional conference was approved;

further planning of the Bunda faculty study tours took place. Unfortunately, plans to arrange for Drs. Ngwira and Ng'ong'ola to complete their study tours while on a linkage visit to the U.S. did not materialize. These trips will have to be rescheduled for a later date. The arrangements for the other three visits are being finalized for August departures.

B. HRID General Implementation Activities

During July we made one field trip to Zomba and Blantyre. The purpose of the visit was to follow up on various project issues involving the University, the Chamber, and the Malawi College of Accountancy. A trip report on this visit is on file.

The HRID Working Group met on July 16th to review the status of project activities and to make decisions on pending matters. The following funding decisions were taken:

sponsorship of a one year post-doctoral research program for Dr. Graham Chipande at HIID;

scholarship support for two additional KCN faculty to complete BSc degrees at KCN;

tuition support (MK 2,000) for up to 20 persons to join the MCA Certificate in Financial Management Program;

increase in the number of undergraduate scholarships for women in nontraditional disciplines from 57 to 75.

C. Local Currency Activities

DPM&T submitted a quarterly report to USAID on the status of the local currency account.

II. Promoting Health Interventions for Child Survival (PHICS)

A. PHICS-Funded Activities

Further discussions were held with USAID and the Ministry of Health regarding the possible extensions of contracts for Drs. Annabel Bauer and Mary Stephano. Final decisions are expected the beginning of August.

John Kalenga Banda's request for research funds to complete a final academic project at the University of Botswana was approved.

B. General Implementation Activities

Preliminary discussions were held with USAID regarding the possibility of recruiting short-term technical assistance to work on computer/MIS requirements in the health sector and to prepare an implementation plan under which NGOs would take over the construction of PHICS funded rural water supply systems.

In a meeting with the PHICS project coordinator at the Ministry of Health it was agreed that the AED/Lilongwe project office would start working on a placement for Ms. Mary Namwali in a nutrition program in South Africa. The Ministry agreed to come back to the Project Office regarding the names and training requirements of the remaining candidates currently budgeted for in Delivery Order 47 for third country training.

III. Actions Planned for August 1993

During August, the following activities are anticipated:

submission of Ministry of Local Government accounting and financial management training manuals for publication;

sectoral luncheon for ex-participants on August 12th in Blantyre;

receipt of final shipment of KCN commodities;
completion of contracts and departures of Drs. Aaron Adiv (Chancellor College) and Robert Edwards (Bunda College);

HRID Working Group meeting on August 24th;

MINUTES
HRID WORKING GROUP MEETING
May 13, 1993

The HRID Working Group met on May 13, 1993, to discuss the status of HRID Project activities. The following were present:

J. Mkwamba (chair)	J. Larcom
P. Kantengeni	C. Kaliu
B. Mtalimanja	W. Mvalo
R. Klauss	

1. Approval of minutes of previous meeting The minutes of the previous meeting were approved as presented.
2. Matters arising The following matters arising from the alst meeting were discussed:
 - Budget research associate at Center for Social Research
It was noted that this budget should not include accrued leave as a lump sum payment at the end of the two year period since it is the expectation that this person would be hired by the Center as a regular employee of the Center.
 - National Commission on Women in Development Rudi Klauss reported that USAID and the project office had met with NCWID staff to discuss the Commission's strategic plan and next steps. The most immediate next activity to be funded through HRID will be a workshop for "WID desk officers" in key ministries, sometime between August and October. Joan Larcom indicated that a WID consultant would be coming through Malawi the week of May 17th who might be available to facilitate the workshop.
 - Deputy Project Coordinator This position will be filled by Simeon Mawindo, starting June 1.
 - KCN part time instructors This matter is still under discussion with the principal of KCN. The Project Office expects to receive a letter from KCN in the near future which will clarify what payments are to be made, consistent with the original understanding that such pay was intended for the hiring of additional part time clinical instructor staff.
3. Status of audit of University of Malawi local currency funds
DPM&T will be preparing a letter in the next several days which will respond to the Auditor General's audit report on local currency expenditures at the University of Malawi.
4. Status of local currency expenditures An analysis of expenditures to date and expected additional commitments made last year indicate that some MK 293,882 will be available for as of September 1993. Since the current authority to use these funds expires in July 1993, DPM&T will be sending a letter to Treasury asking for an extension until September 1995 to use the funds remaining in this account. It was also agreed at the meeting that we should delay making any immediate decisions as to how the remaining funds should be used until a later date.

5. DPM&T MIS Project The status report submitted by the DPM&T MIS team was briefly discussed. The request to use some local currency funds to pay for the printing of data entry forms (approximately MK 3,600) and for overtime of data entry clerks working on MOEC data entry (approximately MK 5,500) was discussed, but no decision was made.

6. Awards Ceremony The planning team (Bill, Ben and Chris) presented the draft schedule of the Award Ceremony (to be held May 20th at the Capital Hotel) to the meeting and it was agreed that final details of the program would be worked out by May 18th.

7. Dorothy Anderson visit Rudi Klauss indicated that Dorothy Anderson would be arriving May 18th and departing May 23rd. Details of her schedule are still to be finalized, but will include visits with DPM&T, USAID, KCN, Bunda, and Chancellor College.

8. Status of various ongoing project activities

NCWID The next scheduled activity will be a workshop for WID desk officers, to be held between August and October;

Malawi Chamber of Commerce and Industry The Chamber has approved the strategic plan developed by Laurel Druben and plans to raise membership fees to assure that adequate resources can be available for implementation. The position of executive director of the Chamber was advertised in late April and once this position is filled and a few key new subordinate positions, Laurel Druben will very likely return for another short-term assignment to help with initial implementation of the strategic plan.

Ministry of Local Government training manuals A number of meetings and discussions have been held with the Ministry and the team designing the accounting and financial management training manual. A revised, final draft is due by mid May.

Bachelor of Public Administration program Mr. William Burmeister will be arriving in Malawi on May 19th to take up his teaching position in the Bachelor of Public Administration program at Chancellor College.

MA Sociology program This program is continuing on with the new intake of three students this current academic year. Ms. Linda Semu has also secured two research grants which will allow her to conduct some research on gender issues in the coming 12-18 months.

Participant luncheons/seminars Joan Larcom proposed that Jonathan Jensen (regional advisor for USAID project based in South Africa) would be a good guest speaker on educational issues for the next returned participant luncheon/seminar. He would be available in sometime after August. USAID and the Project Office will explore cost considerations and establish whether a portion of his costs could be covered by non HRID sources.

9. Any Other Business None was brought up.

MINUTES
HRID WORKING GROUP MEETING
July 16, 1993

The HRID Working Group met on July 16, 1993, to discuss the status of HRID Project activities. The following were present:

J. Mkwamba (chair)	J. Larcom
P. Kantengeni	C. Kaliu
B. Mtalimanja	W. Mvalo
J. Phiri	R. Klauss
S. Mawindo	

1. Approval of minutes of previous meeting The minutes of the previous meeting were approved as presented.

2. Matters arising The following updates on matters arising from the last meeting were discussed:

Research associate for CSR Rudi Klauss reported that the Center is re-advertising the position since the first search did not produce a suitable candidate;

KCN part-time instructors KCN has not submitted a request for payment. Rudi Klauss was asked to review this matter with the Principal of KCN to determine whether a request will be forthcoming in the near future. If not, the Project will reprogram these funds.

University of Malawi local currency audit DPM&T has issued a final report/response which closes this case. It was also noted that the University has paid back DPM&T and the Project Office amounts advanced which were not spent by the University.

NCWID Workshop Two workshops are scheduled to be held in September. The first will be for WID desk officers in key ministries from September 6-10. A one day workshop for senior officials (PS level) is scheduled for September 10th. An AID/W funded project will be providing most of the costs for a facilitator to coordinate these workshops.

Ministry of Local Government training manuals The revised training manual in accounting and finance has been submitted to MLG for review. It will be pilot tested during July and August in a few district council offices before final publication.

3. Sectoral luncheon Representatives of USAID reported that plans have been made to hold an education sector luncheon/seminar on August 12th in Blantyre. Dr. Jonathan Jansen who is working on another USAID project in South Africa will be the guest speaker. His trip and per diem expenses will be covered by that project. Luncheon/seminar costs will be paid by the HRID Project under Delivery Order 26.

4. Request to fund one year of study for Dr. Graham Chipande The University of Malawi's request to HRID to cover the costs of travel and maintenance for one year at the Harvard Institute for International Development for Dr. Graham Chipande was approved by the Working Group, as part of the Project's commitment to strengthen the Department of Economics at Chancellor College. The estimated cost will be \$30,000 and will be added to Delivery Order 20.
5. HRID support to two new KCN students next academic year This request was approved by the Working Group, since this was consistent with the original agreement to support a total of 5 students at KCN. The other three students started their two year BSc programs last year. Funding for these scholarships comes from the local currency account.
6. Support to MA Sociology Program Several applications for scholarships for this program have been received by the Project Office. It was agreed that the Project Office should contact the NCWID to explore the Commission's interest in continuing to support this program by providing additional scholarship support in the next academic year for 2-3 new students.
7. KCN equipment presentation Rudi Klauss reported that the equipment for KCN has started to arrive. The final shipment is due in August. Within the next few weeks, the Project Office will liaise with the Principal of KCN to discuss the possibility of arranging a formal presentation by USAID to the College.
8. Status of dormitory for women at the University of Malawi It was noted that the University has agreed to build a dormitory for women and construction is likely to begin before the end of this calendar year. Rudi Klauss was asked to contact the University Registrar to discuss where this dormitory will be located and raise the possibility of supporting the construction of a second dormitory if funds permit.
9. Any other business It was agreed that the Working Group would raise with the University the possibility of increasing the number of scholarships for women in nontraditional disciplines from 57 undergraduates to 75. However, this increase would be subject to a careful review of funds still available under the project and assurances from the University that only well-qualified applicants in good standing at the colleges would be eligible for support. The Working Group also agreed to sponsor tuition fees for up to 20 individuals to join the next intake of the Certificate in Financial Management Program which is offered by the Malawi College of Accountancy.

The next meeting of the HRID Working Group is to be held on August 24, 1993, at 9:00 AM.

AGENDA

HRID WORKING GROUP MEETING (August 24, 1993)

1. Approval of minutes from previous meeting
2. Matters arising
3. Local currency account status report
4. Scholarship support to University of Malawi
field attachment allowances for Bachelor of Public
Administration students;
review of procedures to release funds to University
5. Accountant General HRID scholarship request (Attachment 1)
6. Request for HRD scholarship for 1993/94 - A.K. C. Banda
(Attachment 2)
7. Status report of HRID foreign exchange allocations
(Attachment 3)
8. Awards ceremony
9. Any other business

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B. Mtalimanja
J. Phiri
S. Mwindo

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C. Kalu
W. Mvalo
K. Klauss

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Telegrams: ACTGEN LILONGWE
Telephone: Lilongwe 731 311

Communications to be addressed to:
The Accountant General



In reply please quote No.

ACCOUNTANT GENERAL
MINISTRY OF FINANCE
P.O. BOX 30140
CAPITAL CITY
LILONGWE 3
MALAWI

Ref. No. T1490B/180

31 July, 1993

Dr. R. Klauss
Field Coordinator
Human Resources Institutional
Development Project
C/O DPMT
P.O. Box 30227
LILONGWE 3

cc : The Secretary for Personnel Management
and Training
P.O. Box 30227
LILONGWE 3

: Mr B. Mvalo
USAID
P.O. Box 30455
LILONGWE 3

Dear Dr Klauss

**APPLICATION FOR HRID SCHOLARSHIPS:
ONE YEAR CONVERSION COURSE FOR NON-
ACCOUNTANCY GRADUATES, UNIVERSITY
OF MALAWI**

This office is in the process of recruiting 15 non-accountancy graduates to compliment the scarce accountancy graduates. Interviews to select the graduate officers will be undertaken very shortly by the Public Service Commission, the government official channel for such functions.

The career development path for such graduates would commence with induction courses, followed by a one year conversion programme offered by the University of Malawi. Thereafter graduates may choose to pursue professional training at the Malawi College of Accountancy. Our considered view, is that all non-accountancy graduates should attend conversion courses after one year of practical experience. We regard such an orientation as an important facet in career development.

The conversion programme for the above mentioned graduates is planned for 1994/95 academic season. Funds are limited however. In that regard, the Department is seeking financial support from HRID project. Consultation with the Malawi College

of Accountancy and other relevant authorities have revealed that, some K230,000 would be a reasonable budget to support the conversion programme. Your financial assistance will indeed be appreciated in this respect.

With kindest regards.

Yours sincerely

A handwritten signature in black ink, appearing to read 'R.A. Kampanje', written in a cursive style.

R.A. Kampanje
FOR : ACCOUNTANT GENERAL

10 Ministry of Education and
Culture

P/B 328

Capital City,
Zimbabwe

11 August, 1993

The Director,
HRD Programme,
USAID
UZ

Dear Sir,

RE-APPLICATION FOR HRD
SCHOLARSHIP 1993/94 ACADEMIC
YEAR A.K.A BANDA PAS/1/90
CHANCELLOR COLLEGE

I came to your office with a possibility of
discussing with you about the plight of my
Scholarship at Chancellor College.

I was offered your HRD Scholarship at Chancellor
College for the Bachelor of Public Administration
(Human Resources Management) degree for the 1990/9
but failed to make it in 1992. I was
therefore asked to repeat final year in the
1992/93 academic year. Unfortunately I was
unable to make it for the following reasons.

(1) I had made appeal against my results of
the Vice Chancellor and the

one communication from the Registrar
Chancellor College informing me to repeat
came abit-late i.e end Jan, 1993 for
me to make adequate arrangement for
my family w terms of where to settle
them since accepting the offer at
that time meant freezing my salary
as a government employee and that
had direct financial implications on them
With these development, it became difficult
on my part to accept the offer if the
plight of suffering of my family was
to be avoided.

The Vice-Chancellor has now responded with
the same offer of repeating and the Registrar
of Chancellor College has confirmed the
place subject to your funding. ~~As~~
Knowing what it takes to have a feedback
I decided to see you in order to have an
idea as to whether my application will
be supported.

It is against this background that I seek
your sympathetic consideration and would
be grateful to have your views before
I commit myself. Ideally I have only one
month to inform my employer and make
adequate arrangements for the family
I trust the information will assist you
in arriving at your decision.

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PRINCIPAL

P. L. Chikhula, Dip.Ed., U.Sc., M.A., Ph.D.

CHANCELLOR COLLEGE
P.O. Box 280, ZOMBA, MALAWI

Telephone: (265) 522 222

Telex: 44742 CHANCOL MI

Fax: (265) 522 046

Our Ref.: CC/PAS/1/90

Your Ref.:

3rd August, 1993.

Mr. A.K.C. Banda,
Ministry of Education and Culture,
Private Bag 328,
Capital City,
LILONGWE 3.

Dear Sir,

APPEAL CASE NO. 1 OF 1993: MR. A.K.C. BANDA PAS/1/90

I am in receipt of your letter dated 28th July, 1993 on the above subject.

The 1993/94 academic year starts on 10th October, 1993. Students are expected to start arriving on campus from Saturday 9th October, in readiness for registration in the Great Hall on 10th October. Classes will start on Monday 11th October 1993.

Since you were previously on HRID Scholarship, it is expected that the scholarship will be made available to you for 1993/94 academic year. The funding body will be informed that you will be repeating the final year during 1993/94 academic year, and it will be up to them to extend the scholarship.

Your faithfully,


D.R. Mphepo
REGISTRAR

c c: Head of Public Administration Department



UNIVERSITY OF MALAWI

TELEPHONE: 522 622
TELEGRAMS: UNIVERSITY ZOMBA
TELETYPE: 43214 UNIMA MI
FAX : (669) 522 760

UNIVERSITY OFFICE
P.O. BOX 278
ZOMBA
MALAWI

Our Ref.: 1/12/3/7/1

Your Ref.:

14th July 1993

Mr A K C Banda
Ministry of Education & Culture
Private Bag 328
Capital City
LILONGWE 3.

Dear Mr Banda,

APPEAL CASE NO. 1 OF 1993: MR A K C BANDA PAS/1/90

The Above subject refers.

I wish to convey the Standing Appeals Committee's decision regarding your appeal case No. 1 of 1993 that you be allowed to repeat year 4 in the 1993/94 academic year but be given the option to drop PA 440 (Management Information Systems and Micro Computer and Data Base Management) and do another course instead.

If the above decision is acceptable to you, please contact the Registrar of Chancellor College to give you more information regarding the dates for the commencement of the 1993/94 academic year and other requirements.

I shall be grateful to hear from you too.

Yours faithfully,

T I E Nampota
for/ VICE CHANCELLOR

- cc: Chairman, Standing Appeals Committee
- Principal - Chancellor College
- Registrar - Chancellor College
- Dean, Faculty of Social Science
- Head, Public Administration Department

HRID PROJECT FUNDING
August 24, 1993

ACTIVITY	CONTRACT AMOUNT	USAID AMOUNT	TOTAL
A. ADMIN COSTS			
AED Core Contract	4463880.00		
Evaluation (interim)		91786.00	
GOM visit to U.S.		10233.00	
Other direct support		75000.00	
MIS evaluation (1/93)		30000.00	
B. DELIVERY ORDERS			
DO 1 (General support)	383706.00		
DO 5 (Part. trng)	285079.00		
DO 6 (DPM&T MIS trng)	137255.00		
DO 7 (Part. trng.)	351055.00		
DO 8 (TA DEMATT & Soc)	770681.00		
DO 9 (DPM&T TA MIS)	762374.00		
DO 10 (TA DEMATT)	34500.00		
DO 11 (Commodities)	315484.00		
DO 12 (Commodities)	57600.00		
DO 15 (MLG)	745500.00		
DO 19 (MOW)	591878.00		
DO 20 (Econ TA & trng)	625334.00		
DO 21 (ESCOM)	240525.00		
DO 22 (Part trng)	408351.00		
DO 23 (Part. trng)	84252.00		
DO 24 (Part trng)	52446.00		
DO 26 (Part. followup)	100650.00		
DO 27 (HRID test costs)	3095.00		
DO 30 (Health TA)	24911.00		
DO 31 (ACCIM)	184258.00		
DO 32 (DEMATT TA)	394172.00		
DO 33 (NCWID)	288000.00		
DO 36 (Part trng)	58263.00		
DO 38 (Part trng)	126329.00		
DO 39 (Bunda TA & trng)	1858298.00		
DO 41 (Pub Admin TA)*	583515.00		
DO 42 (CSR TA) *	422835.00		
DO 43 (Womens Reg)	55500.00		
DO 45 (KCN TA & trng)*	816967.00		
DO 46 (MBC trng)	202839.00		
DO 49 (Part trng)	389279.00		
DO 50 (CSR Parttrng)	88806.00		
DO 51 (KCN commodities)	200000.00		
DO 52 (Part trng)	68211.00		

C. USAID DIRECT PAYMENTS

M Ed Mgt		42688.00
UCE		54000.00
Conversion program		16346.00
Womens scholarships		503109.00
Cert. mgt course		13154.00
DEMATT vehicle		15024.00
Asst. Wom. Reg. vehicle		19500.00
Genesys-NCWID PIO/T		3018.00
CSR-Kakongwe PIO/P		10706.00
Subtotal:	16175828.00	874564.00

D. ADDITIONAL COMMITMENTS

Womens scholarships		700000.00
Evaluation		115000.00
Subtotal:		815000.00
TOTAL:	16175828.00	1689564.00

GRAND TOTAL:

BALANCE AVAILABLE

17865392.00

134608.00

* The amounts shown for Delivery Orders 39, 42, and 45 are based on amendments submitted to USAID in July 1993 which have not yet been signed by RCO/Nairobi

TRIP REPORT
(May 21, 1993)

Rudi Klaus

On May 21, 1993, I took Mr. and Mrs. Burmeister to Zomba to introduce them to officials at Chancellor College. The Burmeisters had arrived in Malawi on May 19th, and the purpose of the trip was to help them start the process of settling at the University where Mr. Burmeister will be teaching human resources management in the Department of Public Administration. We met with Dr. Kandoole and Dr. Simukonda for a while and then we had lunch with the Adiv's. The University has arranged housing which should be ready for occupancy within a few weeks. I also introduced the Burmeisters briefly to the other two HRID funded TA personnel at the University, Karin Hyde and Paula Tavrow.

Dorothy Anderson also accompanied us on this trip. We met with Dr. Kandoole to review the status of participants currently in training in the U.S. from Chancellor College and then met briefly with the Principal, Dr. Chikula. After these meetings, Dorothy visited with ex-participants Flora Sambakunsi and Linda Semu while I continued with the Burmeisters to get them settled into temporary lodging at the Government Hostel.

TRIP REPORT
(June 15-16, 1993)

Rudi Klauss

On June 15-16, 1993, Bill Mvalo, Simeon Mawindo and I travelled to Zomba to meet with University of Malawi officials concerning HRID funded activities. The trip provided an opportunity for Simeon to become familiar with HRID work at the University and for Bill and me to get an update on these activities.

Chancellor College, meeting with Vice Principal, Dr. Kandoole Our first meeting was with Dr. Kandoole at Chancellor College and we briefly discussed the status of the dormitory project and the tracer study. I had previously sent him a letter summarizing where we were in our discussions on funding for the dormitory and the next steps needed to be taken. Dr. Kandoole had not yet passed this letter on to University officials. We will need to pursue this matter with him, the University Finance Officer and the Registrar in the coming weeks.

We also asked if any progress was being made in addressing issues raised in the November workshop on the tracer study. Dr. Kandoole noted that the various faculties had now reviewed the findings but that the Academic Planning Committee (APC) had not yet met to discuss the matter. Issues to be considered by the APC as a result of the study and workshop include:

- * the financing of graduate programs;
- * moving to a semester system;
- * whether to do a follow-up tracer study;
- * faculty housing/house ownership scheme;
- * recruitment procedures for faculty members (current procedure is too slow and tedious);
- * introduction of a separate English course for those in need of some special course work to get them up to university level;
- * funding of student attachments;
- * possible closing of Chancellor College Home Economics Department to merge with Bunda's; and
- * attachments for Polytechnic staff.

University Registrar Meeting We met briefly with the Registrar, Mr. Chipungu, to review a few issues of concern to HRID. First, it was noted and agreed that the questions raised in the audit report had been resolved. The University will be issuing a check for MK 8,608 to DPM&T for the overpayments on the Bachelor of Public Administration program and will be returning MK 15,000 which had been advanced by the Project Office for the purchase of a typewriter which was never purchased. (Note. the check for MK 15,000 has since been received by the HRID Project Office.) Finally, we raised the issue of building a new women's dormitory, which had previously been discussed with Dr. Kandoole. The proposal put forward was that the University would use its own funds to construct a dormitory for women and that the HRID

Project would effectively be covering most of the construction costs through the HRID womens' scholarship funds provided to the University. We indicated that USAID/Malawi would be writing the University shortly to propose a plan for releasing these scholarship funds to the University based on progress in the construction of the dormitory.

Assistant Womens Registrar We had lunch with Mrs. Thawe who is the new Assistant Womens Registrar. We talked about her responsibilities and indicated that we would be interested in seeing her workplan for the next several months once she has settled into the job.

Center for Social Research We met first with Dr. Chilowa to review HRID activities at the Center. He gave us an update on the Center's activities, their current staffing situation, and future plans. He indicated that since April 1, 1992, the Center had moved toward being more autonomous from the University Administration. Since that time, only the salaries of Malawian staff have been paid by the University. Other operating expenses are being met through the Center's own income generation. Presently, the Center has 7 professional Malawian staff and 12 support staff. Among the 7 professionals, two are currently in training, one is on sick leave (the director), and one is the administrative officer. This leaves three Malawian staff members who are working full time in research activities, along with 4 expatriates. The main research program priorities are: women in development; primary health care; food/nutrition; population and development of alternative employment for small scale farmers; and structural adjustment monitoring.

Regarding HRID activities, Dr. Chilowa indicated that Paula Tavrow had settled in and was already quite involved in planning of health research studies. The first study will commence in early July. Karin Hyde is to be extended for a third year and university approval had been received. The University had advertised for the research associate position to be funded by HRID for two years, and the Appointments Committee was to meet on June 23 to make the final selection. This position is to be regularized under the Center's budget in 1995. The other pending issue involves the purchase of a network for the 11 PC's at the Center. Dr. Chilowa agreed to get some assistance from computer experts at Chancellor College to help shape the specifications for this procurement. These specs would then be reviewed by AED and Mr. Chizani (who will be managing this network upon completion of his study program in the U.S.) and then finalized for purchase.

We later met with Paula Tavrow and Karin Hyde individually. Paula indicated that she has settled nicely into her house and is already quite deeply involved in a number of health research activities. She has been advising a number of people on design issues in planning health research studies, and cited as examples:

- * discussions she has had with the Zomba district health officer in designing a study to examine the effectiveness of impregnated bed nets to control Malaria in the district;
- * assisting the Family Welfare Council in developing a national strategy in family planning;
- * assisting GTZ and MOH in developing a program in community based distribution of contraceptives which will involve a research component to study alternative approaches;
- * discussions with UNHCR to conduct a survey of vulnerable groups among Mozambican refugees who are moving back over the border; and
- * within CSR, working on some internal organizational issues.

She will be starting a fairly large scale research project funded by the American Refugee Committee in early July to study the impact of water and sanitation projects which they have funded. This study will take about three months.

Karin Hyde summarized the various research activities she has been involved in during the past two years. These have included:

- * an evaluation of a fish farming project;
- * UNICEF drought assessment;
- * Malawi Against Polio project;
- * UNDP baseline study for 5th country program;
- * two conferences on girls' education;
- * Rockefeller funded study on girls' achievement in secondary schools;
- * teaching research methods at Chancellor College for MA Sociology students;
- * advising students in the MA Sociology program on their research plans; and
- * gender issues in community participation;

In July she will be participating in a World Bank sponsored seminar on poverty alleviation projects and is still hoping to organize a workshop on methodology in the next few months. In October she will be extending her research on girls' achievement in single and mixed sex secondary schools.

Department of Public Administration We met with Mr. Dzimbiri in the absence of the department chair (Dr. Simukonda). Mr. Dzimbiri is still on a secondment from DPM&T (which means that his base salary is still paid by DPM&T). He is hoping that he can be converted to a regular university position in the near future. Currently, they have 7 faculty members (including Burmeister) and 2 staff associates. Two of the 7 staff members are in training overseas.

Mr. Dzimbiri briefed us on the status of the HRID funded Bachelors in Public Administration program. The first intake had included 19 students, of whom 5 were women. Seventeen of them passed, one failed, and one dropped due to pregnancy. The latter student was re-enrolled with the second intake and should be completing her program this year. The second intake included 18

students of whom 3 are women. Compared with the first group of students, this group has settled in quicker and the program is going more smoothly.

William Burmeister is still settling in. He is about to move into his house and will be reviewing courses and syllabi in preparation for teaching in September. He may also participate in monitoring the student attachments which take place in the vacation period. At present there is no office space for him in the department, but they expect to assign him an office around the beginning of July.

MA Sociology Program - Linda Semu Linda Semu gave us the following summary of the MA Sociology Program. The first intake into the program took place in October 1990 and included 5 students, of whom 1 passed on the first try, 2 have re-submitted their research papers, and the remaining 2 students have submitted nothing to date. If the latter 2 individuals do not submit draft chapters in the next month or so, they will probably be dropped from the program. The second intake started in October 1991 and included 4 women. Three of these students are now writing up the results of their research and the fourth is still collecting data. The most recent intake includes three students, two Tanzanian women and one Malawian male student. They are completing their course work and are in the process of developing their research proposals.

Apart from her responsibilities in this program, Linda has received funding for two research projects which will keep her very busy in the coming months. She has also been invited to participate in a 6 week seminar in Austria on Human Rights of Women which starts in July under sponsorship of WUS.

For the coming academic year, she is interested in taking another group of first year students. Lack of scholarships is the main constraint. Last year, they accepted 8 Malawians into the program but there was no funding for them. Linda mentioned that she hopes to go back to graduate school in the U.S. to finish her PhD in September 1994, though she doesn't have funding yet. She thinks she could finish the degree in two years if she returned to the University of Illinois, since she has completed almost all of the required course work, and the research she will be doing in the coming year may possibly provide the basis for her dissertation.

Department of Economics We met with Dr. Ben Kalua, chair of the Department of Economics, to get an update on the MA Economics program. Dr. Kalua indicated that the first group of 12 students includes 3 women. They will complete their core set of courses at the end of June and go to Nairobi in July for 12 weeks to take two courses with students from other countries who are part of the consortium of African Universities which are launching MA Economics degree programs.

He mentioned that Flora Sambakunsi is doing well, co-teaching transport economics courses with Dr. Adiv. She will be giving a paper at a conference in South Africa in late June which is based on her MA thesis. Dr. Kalua also indicated that the Department has greatly appreciated the services of Dr. Adiv and went on to say that Dr. Adiv has been the most effective and committed TA lecturer that they have ever had in the department. He has played an important role in teaching and has done considerable transport research which has involved Malawian colleagues and students.

Reception with BA Public Administration and MA Sociology students Late in the afternoon of June 15th, we arranged to meet with students in the BA Public Administration and MA Sociology program for refreshments and informal discussion. The setting provided an opportunity to mix in a relaxed manner and to learn a bit about their experiences in these programs. Overall the atmosphere was quite positive, and the students were happy with the academic content of their programs. However, a few students in the BA public administration program expressed dissatisfaction with the food arrangements and allowances. These points had been raised in a letter to the HRID Project Office in February, and were responded to in a return letter to them. We listened sympathetically but the further discussion of these points at the gathering did not reveal any new information not already known to us.

TRIP REPORT

(June 21-23, 1993)

RUDI KLAUSS

On June 21, Bill Mvalo, Simeon Mawindo and I travelled to Blantyre to hold discussions with institutions involved in HRID funded activities. The trip provided an opportunity for Simeon to become familiar with HRID activities and for Bill and myself to get an update on these activities.

June 21

Kamuzu College of Nursing (Blantyre Campus) We met with Mrs. Ngoma and Kristine de Queiroz. Mrs. Ngoma expressed satisfaction with and appreciation for HRID assistance rendered to KCN. We agreed that:

- (a) the HRID Working Group would advise KCN on whether we could sponsor the two additional KCN faculty members to obtain BS degrees in nursing starting this September. Originally the project had agreed to cover the costs of 5 candidates but KCN was only able to release 3 persons in September 1992. In light of the tuition increase effective September 1993, the Project will have to review the matter again to be sure we have adequate funds for the two additional students, as well as higher second year tuition costs for the three who began their courses in September 1992 under HRID local currency funding. We indicated we would get back to the College on this matter in July so that they can plan accordingly.
- (b) HRID would from now on send copies of academic reports to KCN, Blantyre for participants of that campus, and that
- (c) KCN would endeavour to establish more regular contact with its participants abroad.

Most of the equipment designated for KCN is yet to arrive. The Overhead Projector already delivered is being put to good use. Some plans to implement some of the Tracer Study recommendations are underway.

Regarding future plans for KCN, Mrs. Ngoma indicated that the College hopes to convert the existing diploma program to a BSc program with the first year intake to this new program to start in October 1993 (subject to final approval by the University). They are also hoping to begin offering an MA in nursing in about

5 years, subject to more faculty members obtaining PhD's in the coming few years. Currently they have one PhD (Dr. Eta Banda), and two others are currently in training. Mrs. Ngoma also mentioned that the new KCN Blantyre campus buildings are expected to be ready for occupancy by December 1993. The new facility has 250 beds (which must also serve the needs of the School of Health Sciences). However, once the new buildings are open, they will have considerable space for increasing student enrollment at the Blantyre campus. Currently, the Blantyre campus hosts about 100 students each year - approximately 50 second year students, 27-30 who are studying midwifery, and 23 BSc second year students.

Following our discussion with Mrs. Ngoma we met with Kristine de Queiroz. In addition to her teaching responsibilities, Kristine has been on the task force to develop the BSc program. She had been asked recently to take over as chair of this task force, but had indicated to Mrs. Ngoma that she felt this should be the responsibility of one of her Malawian colleagues. However, she is contributing substantially as a member of the task force. Generally, Kristine seems satisfied with the way things are going. She is very involved in all aspects of the program. One of her key concerns is the adverse effects a shortage of textbooks has on the students' professional studies. She feels that each student should have her/his own text (on loan) for the key/core subjects. This would entail about 8-9 basic textbooks per student over the four year period under the new BSc program. With 50-60 students per year, this would mean a minimum of about 200 sets of 8-9 textbooks, plus fewer copies of some specialty texts. Kristine estimates that nursing students in the U.S. spend about \$500 on textbooks on average. For KCN this would mean a one time cost of about \$100,000 (200 x \$500) to purchase a set of books for each student to use on loan during the course of their 4 year degree program.

Malawi College of Accountancy Our meeting with MCA included Messrs Mabeti and Msofi. At the opening of the meeting Mr Mabeti shared with everyone a summary of results of completed modules for the 20 HRID sponsored students on the Certificate in Financial Management Course (copy attached). (One of the twenty sponsored students is female.) The current offering of the program is in its final phase, with the last 2 modules finishing July 2. Overall, the HRID sponsored students are performing on a par with the other 26 students enrolled in the program. The College has advertised for another intake starting in mid-late July and would welcome HRID support again. Tuition will be MK 2,000. With room and board, the total comes to MK 5,420. In the next offering, the first four modules will remain the same, but for the last two modules students will have the choice of two specialty tracks (internal audit; finance).

The accounting conversion program has been problematic. From the perspective of the MCA faculty, the main problem seems to be the type of student that comes into this program. It would appear

that most are really not very committed to moving into the field of accounting and perhaps instead see the program as a year to transition to the world of work (any kind of work), while on a scholarship. In fact, two of the eight HRID funded students have dropped out of the program after finding employment, and the general academic performance of the other six is at best average or below average. It should be noted that the HRID funded students are part of a class of 33 full time students enrolled in the ACCA Level I program at MCA. The other students have previously taken some accounting classes and see the Level I program as part of their career progression in the accounting field. At this point, MCA faculty are of the view that this conversion program should not be continued. Once the results of the third term are in, the project will have to review results with MCA and then make a final decision whether to support this program again.

Malawi Broadcasting Corporation We met with the General Manager, Mr. Henry Chirwa, and the Principal Programs Officer, Mr. Dyson Mzumara. The three MBC participants, Sam Gunde, Molland Nkhata and Joseph Chikagwa are still in training in the U.S. Mr. Chirwa indicated that there was occasional contact with these three individuals but it appears that this contact is not very substantial. We urged them to consider having more regular communication with the participants so that they can be kept informed about MBC activities and where they would fit in upon their return.

Polytechnic Management Center We met with Richard Graham to discuss the marketing conversion program. From all indications this year's program appears to have gone quite well though there were administrative problems which had interfered (students were notified very late about their acceptance by the University; Polytechnic classes closed for several weeks due to campus unrest). Richard gave a brief summary of the history to date. Group I started with 10 students of which 8 completed. All 8 are employed and are working in marketing related jobs. Group II had 10 students, all of whom are employed in marketing related work. (Four of the 10 have formed a marketing consultancy group which uses the management center as its base of operation. Group III has finished its course work and is now taking exams. The group started with 8-9 students and 6 will finish. Only two of the 24 students have been women.

As to the future of the program, there is some question as to how it would continue after Richard Graham leaves in July. Some of the introductory level course work could be taught by colleagues at the Center. However, there does not appear to be anyone available to cover the more advanced subjects (marketing research and marketing management). It was agreed to liaise with James Chipeta on the future of the project upon Richard's departure. Richard Graham will be preparing a written report on the program which he will send to us before he departs in mid July.

June 22

Malawi Chamber of Commerce and Industry Peter Kazembe outlined the proposed organizational structure of the Chamber to us. Plans are underway to recruit the Executive Director, and later other officers will be engaged. The hope is to have the executive director on board by late August/early September. It was agreed that Laurel Druben's return short-term consultancy will have to wait until this and other key positions are filled.

ESCOM We met Messrs Phiri (technical training director) and Thindwa (switchgear instructor) of the Training Section. A total of 43 switchgear technicians have now been trained since Tod Smith launched the first course in 1990 (copy of names attached). As shown in the participant list, nine of the 43 have come from outside ESCOM. Their employers pay MK 2,000 tuition to ESCOM for this training. The sixth training session in the series begins in August.

Malawi Bureau of Standards We met with Charles Malata-Chirwa who returned from the U.S. in December 1992. Charles gave us an overview of his educational experience in the U.S. where he obtained a MS in civil engineering, with specialty in materials. His only regret was that he did not have the opportunity to get some practical work experience in a U.S. organization after completing his degree program. Since returning to Malawi, things have gone reasonably well for him. He mentioned that his masters research on cement had been very relevant in helping to sort out a quality of cement problem at Portland Cement upon his return to Malawi. Asked about readjusting to Malawi and his organization, he said that this had not been a large problem and that generally there was receptiveness/openness to his ideas within the organization. The other HRID funded participant from MBS (Henry Gaga) is still in training.

Malawi Export Promotion Council The General Manager (Mr. Malanga) and his deputy (George Mangochi) as well as the two returned participants Bob Salama and Clement Thindwa met with us - the latter briefly. All indicated that MEPC was happy with HRID's assistance and that an effort was being made to make use of the knowledge and skills gained from the training. The General manager mentioned as an example of their impact on the organization that during in-house meetings Salama and Thindwa were able to bring to brainstorming and strategy planning sessions additional perspective from their experience in the U.S. Robert Salama commented that he would have liked to have a little extra time in the U.S. after completing his degree program to visit some organizations and agencies relevant to the work of MEPC, but that this had not been possible due to the program's requirement to return to Malawi immediately after completing the degree requirements.

Polytechnic We paid a courtesy call on the Principal, Dr. Phiri and briefly discussed the Marketing Conversion Program. He

was pleased with the success with this program and hopes that it continues. He also recognizes that someone would have to be found to cover the courses which have been taught by Richard Graham. We will liaise with the Polytechnic in the next few months before deciding on whether to continue this program next year.

DEMATT Jim Hellerman met with us and gave us a general overview of DEMATT activities and of the financial constraints the organization is currently facing. Like the Chamber, there is much that needs to be put in place at DEMATT before new initiatives can be considered. It was agreed to keep a close watch over DEMATT's financial and general activities in the context of the prevailing constraints.

CERTIFICATE IN FINANCIAL MANAGEMENT (1992 - 1993)

RESULTS OF COMPLETED MODULES FOR FRIED SPONSORED STUDENTS

NUMBER	NAME	ORGANISATION	1			2		3		SUPERV	MARKET
			ACC	ECON	LAW	FINANCE	MGT	CST MGT	COM/COMP		
1	BANDA S.C.W	MANEE	94	51	50	77	54	71	56	54	60
2	CHIFATA S.S.	MUSCO	91	53	65	45	60	74	64	54	57
3	PINIFALO D.B.	MUSCO	94	62	77	68	64	70	71	57	54
4	JERE E.V.R.	MUSCO	74	62	59	41	62	61	71	77	64
5	MANGA C.M.	MUSCO	76	50	66	67	53	62	74	57	44
6	MOTO C.M.	MUSCO	62	67	69	55	EN	63	62	59	69
7	MUSCO	MUSCO	58	54	67	50	47	55	66	52	53
8	CHAVULA E.M.C.	MUSCO	52	55	66	58	47	58	52	54	40
9	MISONALI	MUSCO	60	50	73	63	52	72	77	62	72
10	LEMISON	MUSCO	59	53	64	41	40	60	63	74	61
11	SABDI C.F.	MUSCO	66	75	69	53	59	53	62	79	66
12	ISAMPA L.J.	GPC	EN	EN	EN	EN	EN	56	73	62	62
13	FULU H.F.F.	TEACH & INQ	82	63	65	45	58	65	64	70	61
14	SUNANI (MRS)	ISEA / GPC	85	50	75	64	40	63	62	80	43
15	CHIMANDA F.R.	WOMEN & CHILDREN	62	54	79	60	54	60	62	40	49
16	NTSHEMUTENI G.	POST OFFICE NOTES	62	EN	63	EN	48	56	EN	51	47
17	KANGA P.H.	MOBES NOTES	92	50	72	79	45	59	67	60	64
18	CHANGINHA J.A.	LANDS / GPC	96	66	64	74	65	78	74	64	64
19	CHANCE J.	ECON / HEALTH	69	42	71	45	52	61	50	62	36
20	LITIGIHA M.S.	AGRICULTURE	95	55	57	EN	67	70	55	52	55

LEVEL 1 GRADUATE CONVERSION

2ND TERM REPORT

NAME	C H A I			BMIT			ACCOUNTING			LAW			ECONOMICS			MANAGEMENT		
	POSS	ACT	X	POSS	ACT	X	POSS	ACT	X	POSS	ACT	X	POSS	ACT	X	POSS	ACT	X
ZAPITA E.P.	12	12	50	12	11	78	23	19	53	12	7	DNS	14	14	57	12	9	DNS
CHITHUNGU M.	12	6	DNS	12	10	DNS	23	13	DNS	12	8	DNS	14	8	DNS	12	1	DNS
NYONDO F.R.	12	12	60	12	12	79	23	23	36	12	12	65	14	14	57	12	12	56
GONDWE C.M.	12	11	29	12	10	DNS	23	18	20	12	12	78	14	12	52	12	12	64
MEWA M.	12	7	28	12	8	33	23	16	43	12	7	DNS	14	10	45	12	12	70
CHIWAYA C.F.B.	12	12	71	12	10	24	23	22	56	12	12	70	14	14	64	12	12	60
CHITALAMO P.Z.	12	11	53	12	10	33	23	21	28	12	12	69	14	14	58	12	12	60
NYOTA H.W.	12	12	50	12	10	54	23	20	50	12	12	79	14	14	60	12	12	65

NOTE: CHITHUNGU AND MEWA ARE NO LONGER ON THE COURSE, THEY FOUND EMPLOYMENT. *+ find out when? in relation to allowances*

NS = DID NOT SIT

033 in all in level 1 class

[Signature]
 KARETI
 -ORDINATOR

LEVEL 1 GRADUATE CONVERSION

2ND TERM REPORT

NAME	C H A I			DMIT			ACCOUNTING			LAW			ECONOMICS			MANAGEMENT		
	POSS	ACT	%	POSS	ACT	%	POSS	ACT	%	POSS	ACT	%	POSS	ACT	%	POSS	ACT	%
ZAPITA E.P.	12	12	50	12	11	78	23	19	53	12	7	DNS	14	14	57	12	9	DNS
CHITHUNGU M.	12	6	DNS	12	10	DNS	23	13	DNS	12	8	DNS	14	8	DNS	12	1	DNS
HYONDO T.R.	12	12	60	12	12	77	23	23	34	12	12	65	14	14	57	12	12	56
GONDWE C.M.	12	11	27	12	10	DNS	23	18	20	12	12	78	14	12	52	12	12	64
MEVA M.	12	7	28	12	8	33	23	16	43	12	7	DNS	14	10	45	12	12	70
CHIVAYA C.F.B.	12	12	71	12	10	24	23	22	56	12	12	70	14	14	64	12	12	60
CHITALAMO P.Z.	12	11	53	12	10	33	23	21	28	12	12	69	14	14	58	12	12	60
NYOYA H.W.	12	12	50	12	10	54	23	20	50	12	12	79	14	14	60	12	12	65

NOTE: CHITHUNGU AND MEVA ARE NO LONGER ON THE COURSE, THEY FOUND EMPLOYMENT. ** find out when? in relation to attendance*

DNS : DID NOT SIT

33% in all in level 1 class

R. KABETI
CO-ORDINATOR

RESULTS OF COMPLETED MODULES

N	NAME	SCORES									
		ACC	EQUN	LM	FINANCE	MANAGEMENT	CREDIT MGT	COMM / COMPUTERS	SUPPLY	MARKETING	
1	CHANCE J.P.	85 55 67	87 45 42	87 72 71	24 56 45	47 55 52	69 62 51				
2	PRYOR/COOPER J.A.	85 67 75	77 63 73	79 55 63	52 76 64	47 57 65	75 85 80	45 55 53	75 63 63	82 30 36	
3	HULL G.A.	75 42 58	79 51 47	67 71 67		42 41 42		27 35 35	60 73 65	58 50 50	
4	FRANKLIN V.P.	69 73 52	50 54 52	31 57 73	76 51 64	47 55 42	50 51 51	79 67 67	24 24 3	24 24 24	
5	FRANK P.	80 64 72	55 51 52	75 72 74	52 57 55	47 55 52	65 75 72	79 43 59	60 62 62	82 46 44	
6	FRANK P.J.	78 56 72	65 66 65	69 62 66	43 63 58	41 55 52	64 66 65	15 16 16	63 62 62	62 54 53	
7	FRANK C.	85 72 71	55 63 58	68 67 69	52 60 56	63 72 67	76 66 71	55 63 57	89 79 75	67 61 55	
8	MARSHALL G.W.	65 42 54	46 54 50	44 73 67	41 67 55	54 62 57	55 67 61	79 61 66	45 37 56	47 37 45	
9	FRANK S.W.	37 41 56	66 57 55	29 75 79	67 78 67	60 54 57	53 53 52	63 72 71	24 50	43 62 51	
10	FRANK C.E.	32 54 63	47 57 55	55 61 59	42 74 77	55 57 67	79 71 72	65 72 67	65 73 68	60 76 67	
11	CHAMPLAIN J.C.	35 44 52	65 65 65	79 65 63	41 56 53	35 47 41	50 52 51	16 16 16	35 57 71	45 65 55	
12	CHARLES B.W.	76 73 52	51 52 55	57 72 66	55 51 52	47 45 47	67 47 55	65 66 66	75 31 79	55 75 51	
13	SADLER P.	74 77 66	79 71 75	79 65 63	44 61 55	55 51 54	55 62 59	55 47 52	73 77 54	43 43 43	
14	LEWIS G.B.	37 41 54	45 63 57	73 63 61	46 55 42	35 45 41	57 47 55	73 55 62	73 37 79	53 79 66	
15	WILLIAMS W.S.	77 52 62	56 61 57	65 71 75	54 62 63	23 67 52	63 67 63	63 66 62	73 52 74	47 75 61	
16	CHAMPLAIN P.C.	75 73 62	45 62 54	23 75 78	56 67 63	47 62 54	79 31 37	29 74 77	33 32 32	62 32 72	
17	SUMNER	37 42 55	45 54 53	69 70 75	62 63 61	69 73 63	72 61 61	45 56 62	59 59 43	51 47 47	
18	JOHN B.A.C.	85 62 74	55 72 62	73 47 59	32 53 41	63 62 62	59 67 61	45 76 62	73 29 39	55 23 42	
19	FRANK	35 67 62	66 67 62	62 72 65	47 52 46	41 56 47	70 57 65	70 52 71	79 65 77	62 65 64	
20	WILLIAMS J.W.	32 31 32	42 44	62 65 67	24 24 1	12 14 17	61 51 56	67 62 64	53 29 73	51 71 61	
21	FRANK A.	45 42 52	42 52 59	73 65 72	32 73 78	47 41 46	52 47 53	24 52	45 57 51	45 47 47	
22	MARSHALL J.A.	37 41 52	51 54 57	29 77 77	52 61 57	72 62 61	76 67 72	55 75 67	20 23 22	67 61 64	
23	FRANK V.P.	22 33 54	29 47 26	55 42 47	26 53 45	62 62 61	54 57 55	63 72 47	43 65 52	47 71 62	
24	FRANK P.J.	73 65 62	51 52 55	23 77 79	44 67 66	56 63 59	62 61 62	63 72 47	43 70 35	51 2 23	
25	CHAMPLAIN J.	33 42 54	47 61 54	75 73 75	43 41 45	67 64 57	59 52 55	45 71 56	63 57 57	51 72 65	
26	FRANK S.W.	22 33 54	42 54 51	55 62 59	23 72 77	52 55 54	67 73 71	59 62 56	53 77 64	65 67 66	
27	FRANK P.C.A.	33 42 57	44 54 54	23 72 74	57 71 74	66 62 67	67 73 71	55 57 56	53 57 54	47 72 63	
28	WILLIAMS J.P.	35 41 51	57 61 67	61 73 65	44 55 57	72 71 71	77 62 62	65 71 64	24 52	43 52 47	
29	FRANK J.P.	32 42 52	42 56 57	23 73 73	44 57 57	72 71 71	64 71 71	65 47 56	63 62 55	47 61 61	
30	FRANK P.A.	22 33 54	44 57 57	75 72 74	42 45 47	54 63 57	67 68 62	62 47 55	62 62 53	47 61 61	
31	CHAMPLAIN W.C.	173 12 41	55 67 67	24 52	75 67 73	53 52 52	57 61 62	75 66 71	24 52 67	43 51 57	
32	FRANK P.W.	35 42 54	45 54 47	65 56 62	42 47 43	53 52 52	57 61 62	29 72 71	24 52 24	63 54 57	
33	FRANK P.A.	37 42 54	42 47 66	75 74 65	121 53 45	52 47 52	67 51 54	55 71 67	24 52	50 22 44	
34	FRANK J.P.	32 42 54	57 61 57	63 72 67	44 75 60	72 72 72	67 67 71	73 71 62	63 24	57 24	
35	FRANK J.P.	35 42 52	53 55 55	59 65 65	27 47 28	72 61 67	64 67 67	64 57 67	43 52 47	52 73 61	
36	FRANK S.W.	22 33 54	46 57 55	73 67 63	43 52 46	65 51 67	56 60 55	69 55 67	42 52 47	43 53 25	
37	FRANK P.W.	24 24	35 54 45	47 63 63	43 52 46	65 51 67	31 67 71	71 67 64	62 57 64	42 72 57	
38	FRANK P.J.	32 42 54	47 61 62	73 67 67	44 72 64	66 62 61	51 47 51	24 52	62 55 57	44 56 43	
39	FRANK P.W.	32 42 54	47 61 62	73 67 67	44 72 64	66 62 61	51 47 51	24 52	62 55 57	44 56 43	
40	FRANK P.W.	32 42 54	47 61 62	73 67 67	44 72 64	66 62 61	51 47 51	24 52	62 55 57	44 56 43	
41	FRANK P.W.	32 42 54	47 61 62	73 67 67	44 72 64	66 62 61	51 47 51	24 52	62 55 57	44 56 43	
42	FRANK P.W.	32 42 54	47 61 62	73 67 67	44 72 64	66 62 61	51 47 51	24 52	62 55 57	44 56 43	
43	FRANK P.W.	32 42 54	47 61 62	73 67 67	44 72 64	66 62 61	51 47 51	24 52	62 55 57	44 56 43	
44	FRANK P.W.	32 42 54	47 61 62	73 67 67	44 72 64	66 62 61	51 47 51	24 52	62 55 57	44 56 43	
45	FRANK P.W.	32 42 54	47 61 62	73 67 67	44 72 64	66 62 61	51 47 51	24 52	62 55 57	44 56 43	
46	FRANK P.W.	32 42 54	47 61 62	73 67 67	44 72 64	66 62 61	51 47 51	24 52	62 55 57	44 56 43	
47	FRANK P.W.	32 42 54	47 61 62	73 67 67	44 72 64	66 62 61	51 47 51	24 52	62 55 57	44 56 43	
48	FRANK P.W.	32 42 54	47 61 62	73 67 67	44 72 64	66 62 61	51 47 51	24 52	62 55 57	44 56 43	
49	FRANK P.W.	32 42 54	47 61 62	73 67 67	44 72 64	66 62 61	51 47 51	24 52	62 55 57	44 56 43	
50	FRANK P.W.	32 42 54	47 61 62	73 67 67	44 72 64	66 62 61	51 47 51	24 52	62 55 57	44 56 43	

LIST OF CANDIDATES WHO HAVE
ESCON AS SWITCHGEAR T:

	<u>NAME</u>	<u>ORGANISATION</u>	
1	Y Chevele	Escom	
2	A Chikaya	Escom	
3	J Chabvera	Escom	
4	D E Janali	Escom	
5	P M Kadeva	Escom	
6	B M Chinema	Escom	
7	K Khamula	Escom	
8	E Mvula	Viphly	
9	T S Godia	Escom	
10	D G Machinjili	Lever Brothers (M)	
11	D T Tabvekenji	Escom	
12	B Thungula	Portland Cement Co Ltd	
13	J Mvula	Sucoma	
14	F M Silika	Escom	
15	S A Kunjingo	Escom	
16	A M Ngvira	Escom	
17	K Jere	Dept. of Civil Aviation	12.08.91 - 14.02
18	B Mdsombva	Dept. of Civil Aviation	
19	M Chiduleni	Escom	
20	G Moya	Escom	
21	O Katsala	Escom	
22	R Mtonda	Lilongwe Water Board	
23	C T A Kulijiri	Blantyre Water Board	
24	H Chavi	Sucoma	04.02.91 - 31.07
25	Z Z Maziya	Escom	
26	B B Phiri	Escom	
27	C Phiri	Escom	
28	G Chirva	Escom	
29	G Chikakula	Escom	
30	O Mxandavire	Escom	
31	T Longve	Escom	
32	R Kawvela	Escom	
33	P Jumbe	Escom	
34	P Madzanja	Escom	
35	G Chipofya	Escom	
36	V Chinansi	Escom	02.04.90 - 02.11
37	S Ngvira	Escom	
38	R Maliro	Escom	
39	S Phiri	Escom	
40	M Masepuka	Escom	
41	Noble Botomani	Escom	
42	E Chipungu	Escom	
43	A B Chimangeni	Escom	

FRIP REPORT
(July 13-14, 1993)
Rudi Klauss

On July 13 and 14, Joan Larcom and I visited HRID activities in Zomba and Blantyre.

July 13th, Zomba

Our first meeting was with Dr. Simukonda, Mr. Dzimbiri, and Mr. Burmeister at the Department of Public Administration offices. Dr. Simukonda and Mr. Dzimbiri reported that William was settling in well. He now has his own office and is reviewing course syllabi and the general program in human resources management in preparing for the next term. Specific class assignments will be given to all members of faculty by mid August. William may also accompany Mr. Dzimbiri to visit students on attachment during school holidays. One constraint William may face is mobility. He has not yet bought a car and may decide not to purchase one. There is no problem walking to work, but site visits and travel to Blantyre would be a problem without a personal vehicle. Later in the day we stopped at his house. He and his wife seem to be happily settled into their house.

Later in the morning we met briefly with the Registrar, Mr. Chipungu, and discussed the status of the dormitory for women. We also discussed the possibility of increasing the number of scholarships for women in nontraditional disciplines from 57 to 75. We agreed to get back to him on this possibility after reviewing the matter at the next HRID Working Group meeting.

We had lunch with Paula Tavrow who is very involved in a number of health research activities. She is also assisting the Center in developing some organizational procedures. In a meeting with Dr. Chilowa, after lunch, he informed us that the search for a health research associate had been reopened. An advertisement for this position is expected to be released by the end of July.

Our final meeting in Zomba was with Aaron Adiv and Flora Sambakunsi regarding the Department of Economics program. They briefed us on the status of the Masters degree program, the undergraduate course they are co-teaching in transportation economics, and the research projects they have been conducting.

July 14, Blantyre

Our first meeting was with Peter Kazembe at the Malawi Chamber of Commerce and Industry. Peter informed us that a new executive director has been tentatively selected and that a

formal announcement will be made in the near future. Once this person is in place, other key staff will be hired, at which point Laurel Druben would be available to return to Malawi to assist in the implementation of the strategic plan which she had prepared. At this point, it would appear that this return trip might take place in October.

We went on to meet with Richard Graham at the Polytechnic Management Center to review the Marketing Conversion Program. He summarized the status of the program for us and agreed to send on some additional details concerning what had happened to graduates of the program. Richard is leaving Malawi permanently on July 17th, and there is some question as to whether the Marketing Conversion program should continue. He suggested that if the program were to be continued next academic year, the HRID Project might want to receive a formal commitment from the Polytechnic on the following: 1) allow the Management Center to receive all the funds to cover this program (tuition fees as well as student allowances); 2) someone at the Management Center should be designated as the program coordinator; 3) well-qualified instructors for all courses should be identified and confirmed in writing well in advance of the start of the program.

Our next meeting was with Mrs. Thawe, newly designated coordinator of womens programs at the University. Mrs. Thawe is planning to move to Zomba in early August. We discussed the need to develop a workplan for the next several months, and the importance of tracking the use of the HRID purchased vehicle.

Our final meeting in the morning was with David Manda, principal of Malawi College of Accountancy. In discussing the Accounting Conversion Program, he reconfirmed earlier discussions we had had with other staff at MCA, namely that this program should not be continued. He promised to submit a final report on this program in August.

We had lunch with Jim Hellerman and reviewed his work at DEMATT this past year. He will be submitting a final report before his departure from Malawi in mid September.

TRIP REPORT

Rudi Klauss
(August 10-13, 1993)

During the period August 10-13, 1993, I travelled to Blantyre on HRID and related business.

August 11th

At the request of the Peace Corps, I made a presentation to a group of newly arrived Peace Corps trainees on key concepts in development, with particular emphasis on development problems/issues in Malawi.

August 12th

On August 12th, a sectoral luncheon was held at the Mount Soche Hotel which was attended by approximately 50 persons. Following the luncheon, Ms. Jennifer Bisgard, who is an expert on NGO education activities in South Africa, spoke to the group about the USAID/South Africa's experience working with NGOs in that country. During the question and answer period, the discussion focused on the potential application of this experience to Malawi. The luncheon and guest speaker were well received by the participants. The session finally ended at about 4:00 PM.

August 13th

Our first meeting was with the Acting General Manager of DEMATT where we discussed current activities and future plans of the organization. This was followed by a meeting at the Malawi College of Accountancy. This meeting was held at the request of the Principal (Mr. Manda) to provide us with an update on the results of the certificate in financial management and the graduate accounting conversion programs. The meeting was attended by the Principal, the coordinator of MCA's programs, Sam Scott, Joan Larcom, Simeon Mawindo, and myself. Four of the seven students in the accounting conversion program who sat for the exam passed (57%). Ten of the nineteen students who sat the certificate in financial management exam passed (53%). At the meeting, we reaffirmed our commitment to support up to 20 more students in the certificate in financial management course, and indicated that there would be no further support for the accounting conversion program.

Later in the morning we met with the Principal of the Polytechnic (Dr. Phiri), the Women's Coordinator (Mrs. Thawe), and then with 14 of the 19 women at the Polytechnic who are receiving HRID financial support. The session with the women provided an

opportunity for the HRID Project Staff and USAID representatives to learn more about their progress in the program, and their experience to date in their studies and field attachments. Overall, they said that they encountered no particular problems as female students at the Polytechnic with fellow male students or instructors. In the case of employers, there was a more mixed experience. They also raised the issue of allowances. Due to administrative delays, they had not yet received their allowance for the current academic year. (This has since been taken care of.) One additional issue to be followed up concerns the fact that four of the women are recipients of other scholarships as well as HRID.

DATE: August 18, 1993

TO: Joan Larcom, USAID/Malawi
Rudi Klaus, HRID/Malawi
John Hatch, AED

FROM: Jennifer Bisgard^{QB}

SUBJECT: Trip Report; Malawi August 12-15, 1993

I. Purpose of Trip

To speak at the USAID sponsored "Education Sector Seminar" held on August 12, 1993. The secondary purpose was to meet with three indigenous education NGOs and to discuss NGO programs with Mission Staff.

II. Education Sector Seminar

The topic of the seminar was "The Role of NGOs in the Transformation of Education in South Africa". In outline form, I discussed the following:

A. South Africa has developed a very vibrant civil society which is supportive of a democratic system. Civil society is a term which is broadly defined as all the institutions which mediate between the State and the individual. This vibrant arena developed due to the following factors:

1. Legal/Structural Systems: The South African Government allowed institutions to exist and provided a relatively simple legal system governing their existence and accountability. While these systems were meant for white South Africans (in support of their democracy), black South Africans learned to utilize them as well.
2. Catalytic Effect: In 1976, the student riots in Soweto sparked a realization by communities that the Government was not going to be responsive to their needs. Therefore, they began to develop alternative structures to provide order, education and other basic needs.
3. Human and Financial Resource Availability: The 1976 riots also inspired many black and white South Africans to work in these institutions primarily out of a commitment to developing an anti-apartheid

¹ These institutions include: the family, trade unions, religious institutions, sports and leisure organizations, NGOs, special interest groups, etc.

movement. Mirroring this was a growing commitment internationally and by the local private sector to fund anti-apartheid/community activities.

B. Highlighted the fact that Dictatorships rarely allow these sorts of institutions which are counter to the government's prevailing ideology. Indeed, in South Africa, the Government's repressive tactics were infamous. Since 1990 and the unbanning of political organizations, there has been a steady opening of the civil society sphere.

C. Discussed a successful case and a case where the civil society institutions failed:

1. Soweto Civic Association: No electricity in the township; organized rent boycott; persuaded, for the first time, local and provincial governments to the negotiation table; and succeeded in convincing them to electrify homes.

2. People's Courts: Because the judicial system did not resolve disputes in the townships, communities developed their own courts for mediating disputes. Ultimately, the courts lacked accountability and soon became a travesty, where an individual was presumed guilty, often without proof.

D. Spoke about several organizations which are successfully implementing change in the public education system:

1. Science Education Project (SEP): SEP was formed in 1976 to upgrade the quality of science teaching in lower secondary school (standards 6 through 8). Because schools lacked laboratory facilities, electricity and running water, SEP developed science kits, worksheets and teachers guides. It currently works with over 6,000 teachers, impacting on approximately 500,000 students.

2. Math Center for Primary School Teachers (MCPT): MCPT addresses the crucial problems of teaching mathematics in the first two years of school. Working with teachers, it trains them in new teaching methodologies and assists them in developing materials to ensure that students understand introductory mathematics.

3. PROMAT: This project was started to give teachers an opportunity to complete their secondary formal education. A one year, full-time course, they enhance the subject instruction with lessons on new teacher methodology. PROMAT has also begun a correspondence program for individuals, particularly in rural areas, to complete their high school education.

4. TOPS: TOPS was started in the late 1970s to also provide teachers with courses after hours to complete their secondary education. In addition, they run courses on upgrading skills and methodology in science, mathematics and English. Most importantly, they are developing an excellent school administration program for principals. This addresses the crucial issues of conflict management (a massive problem in schools is the loss of discipline); other forms of decision making (less autocratic); and basic administration skills.

5. TREE: TREE provides training for community based preschool teachers, assists communities in setting up preschools using democratic practices, and runs workshops on creating educational materials from waste (e.g. old magazines, cardboard boxes, etc.). It focusses on rural and urban women in Natal/KwaZulu. Many of the most successful teachers have a low level of literacy. One of the reasons TREE has been successful is the degree of community ownership: even in cases where a neighborhood is completely destroyed during political violence, the preschool is untouched.

6. Open Learning Systems Education Trust (OLSET): OLSET has introduced interactive radio education to schools in South Africa with the assistance of LearnTech. Building on successes elsewhere in Central America and Africa, it is providing excellent instruction to primary school students in English and Mathematics.

7. National Education Policy Investigation (NEPI): Because anti-apartheid activists, academics and educators have been excluded from developing educational policy, they have traditionally focussed on critique. This was the first effort to get 300 key individuals to investigate and develop policy for the post-apartheid era. Thirteen volumes have been published by Oxford University Press and the debate around policy issues has been rationalized and enriched.

E. I have merely touched upon a few examples of the work being done in South African NGOs, there are hundreds of other cases where NGOs are making a substantial difference in the lives of their communities. What are the prospects for NGOs in a post-apartheid South Africa?

1. A new government will owe a great deal to the NGOs as they have been a key part of their constituency. The NGOs, themselves, say that they will play the crucial "watch dog" role needed in every democracy.

2. NGOs are willing to take risks and can often come up with innovative strategies for addressing

problems. Government bureaucracies rarely have these strengths, so it is possible that a new government will rely on NGOs for this purpose.

3. However, NGOs rarely are able to provide their services to scale, therefore, it would be the Government's responsibility to spread successful programs, particularly those which improve educational attainment and efficiency.

At the conclusion of the talk, the audience participated by asking a variety of questions including: the role of NGOs in tertiary education sector reform; gender discrimination; conflict management; medium of instruction; NGO cooperation and standards; etc.

I felt that the participation was active and well informed and found the questions stimulating.

III. Site Visits

With USAID staff I visited three educational NGOs:

A. Highlands Institute of Science and Technology: This school was still in its early developmental stages. While it had a structure and an active governing board, it lacked many of the materials and skills needed to run an effective school. Chief among the needs are a more effective principal, greater involvement of the parents and instructional materials. They were primarily fund raising for additional building costs, which I believe should come later after the development of an efficient, disciplined learning environment.

B. Nazarene Vocational College: In contrast to the first school, this college had a much more effective management structure. It was clear that learning was taking place and the vice-principal was at least cognizant of critical issues. I liked the inclusion of women in the carpentry program and the innovative production of tools. However, the program also requires administrative upgrading, particularly in following the students after they have completed the program. This is particularly critical in the vocational training field as their methods may improve as a result of alumni's experience in the real world. However, the most fundamental problem is the pressure on the students to become members of the Church of the Nazarene. While approximately 50% of the students are not members of the church, the college requires religious participation in chapel and provides substantial financial incentives to become a member.

C. Disabled Persons Association of Malawi: This is a members association primarily assisted by Oxfam (there is an Oxfam technical advisor) and funding. Formed by disabled persons, this association has as its primary goal lobbying for the rights of its members. It is

likely that it will not foray into the field of formal education. Nonetheless, there certainly is scope for this association to play a role in the civil society of Malawi, particularly if it can intervene with the government on behalf of its members.

IV. Discussions with Mission Personnel

The remainder of the trip was spent discussing various aspects of programs which support an active civil society. The discussions focussed on such issues as: trade union development; collective bargaining skills; voter education linked to literacy; preschool programs; vocational and alternative secondary schools; etc.

Complete Listing of Long-term Participants - Malawi

NAME	TITLE/EMPLOYER	DEGREE PURSUED	SUBJECT/UNIVERSITY	ARRIVAL DATE	EXPECTED END DATE	ACTUAL END DATE
Bokosi James	Lecturer University of Malawi	Ph.D.	Crop Breeding, Hybrid Univ of Nebraska-Lincoln	01/03/92	12/31/95	
Chalanda Marcia	Assistant Lecturer/Course Coordinator University of Malawi	Master's	Medical Allied Fields (Nursing) Virginia Commonwealth Univ. Richmond, VA 23284	08/18/92	08/31/94	
Chikawa Joseph	Broadcast Engineer Malawi Broadcasting Corporation	Master's	Communications Engineering NC Agrl & Tech State Univ.	08/18/91	05/31/94	
Chimwele Mary	Nursing Officer Ministry of Health	Master's	Public Health, General Western Michigan Univ.	09/02/91	04/30/93	04/29/95 Completed
Chizani Myson	Management Information Analyst Center for Social Research	Master's	Computer Science Jackson State Univ.	09/04/92	08/31/94	
Diamba Andrew	Clinical Officer Mchinji Hospital	Bachelor's	Medicine (General) Howard Univ. Washington, DC 20059	08/18/91	12/31/95	

NAME	TITLE/EMPLOYER	DEGREE PURSUED	SUBJECT/UNIVERSITY	ARRIVAL DATE	EXPECTED END DATE	ACTUAL END DATE
Gaga	Henry Standards Officer Malawi Bureau of Standards	Master's	Agriculture (Food Science) Tuskegee Univ.	08/20/92	08/31/94	
Gunde	Sam Administrative Assistant Malawi Broadcasting Corporation	Master's	Public Administration (General) Pittsburgh Main Campus, Univ. of	08/08/91	08/31/93	09/09/93 Completed
Jonas	Agnes Acting Matron Likuni Hospital	Master's	Hospital Administration Indiana Univ. at Indianapolis	08/07/92	12/31/94	
Kachimanga	Peter Hospital Administration Ministry of Health	Master's	Hospital Administration New School for Social Research	08/30/92	08/31/94	
Kachingwe-Sisya	Mary Assistant Lecturer University of Malawi	Master's	Medical Allied Fields (Nursing) The Catholic University of America Washington, DC 20064	08/23/92	08/31/94	
Kakhome	Olive Assistant Lecturer University of Malawi	Master's	Medical Allied Fields (Nursing) The Catholic University of America Washington, DC 20064	08/18/91	08/31/93	08/16/93 Completed
Kales	Rosemary Teacher Kamuzu College of Nursing	Master's	Medical Allied Fields (Nursing) Wayne State Univ.	08/27/92	08/31/94	
Kamthunzi	Wellan Staff Associate Bunda College	Master's	Engineering (Agricultural Engineering) Cal. Davis, Univ. of	09/11/91	12/31/93	

NAME	TITLE/EMPLOYER	DEGREE PURSUED	SUBJECT/UNIVERSITY	ARRIVAL DATE	EXPECTED END DATE	ACTUAL END DATE
Kudzala	Anose Health Inspector Ministry of Health	Bachelor's	Public Health (Sanitation) Maryland Eastern Shore, U.	08/22/91	08/31/95	
Likongwe	Jeremy Lecturer Bunda College of Agriculture	Ph.D.	Forestry (Aquaculture) Penn State U-Univ Park State College, PA 16802	01/03/92	09/30/95	
Macheso	Allan Program Manager Ministry of Health	Bachelor's	Public Health (Community Health) Ball State Univ. Muncie, IN 47306	08/16/92	08/31/95	
Maganga	Orpah Staff Associate Bunda College of Agriculture	Master's	Textile Science Kansas State Univ. Manhattan, KS 66506	08/13/92	08/31/94	
Masache	Tannach Chief Clinical Officer Lilongwe School for Health Sciences	Master's	Public Health (Community Health) Northern Iowa Univ.	08/15/91	12/31/94	
Mkali	Mary Assistant Lecturer University of Malawi	Master's	Medical Allied Fields (Nursing) Hampton Univ.	08/23/92	08/31/94	
Mkandawire	Patricia Staff Associate/Lecturer Univ. of Malawi/Bunda Coll. of Ag.	Ph.D.	Family Relations & Child Development Virginia Poly. Inst. & St. U.	08/08/91	08/31/95	
Mkwezalamba	Maxwell Lecturer Chancellor College	Ph.D.	Economics (General) Illinois Urbana Campus, Univ. of Champaign, IL 61820	08/26/90	08/31/94	

NAME	TITLE/EMPLOYER	DEGREE PURSUED	SUBJECT/UNIVERSITY	ARRIVAL DATE	EXPECTED END DATE	ACTUAL END DATE
Mumba	Peter Lecturer University of Malawi	Ph.D.	Chemistry (Analytical Chemistry) Kansas State Univ. Manhattan, KS 66506	08/12/90	05/31/94	
Munlo	Evelyn Nurse Tutor Lilongwe School for Health Sciences	Master's	Educational Admin. (Curriculum Planning) Hampton Univ.	08/23/92	08/31/94	
Nguira	Stephen Lecturer University of Malawi	Ph.D.	Engineering (Agricultural Engineering) Illinois Urbana Campus, Univ. of Champaign, IL 61820	08/09/90	05/31/94	02/17/93 Terminated
Nguira	Naomi Research Fellow University of Malawi	Ph.D.	Economics (Agricultural Economics) Michigan State Univ. East Lansing, MI 48824	09/05/89	03/15/93	
Nkhata	Molland Senior News Editor Malawi Broadcasting Corporation	Master's	Mass Communications Iowa, Univ. of	08/15/91	12/31/93	
Nkhoma	Wilfred Senior Clinical Officer Ministry of Health	Ph.D.	Public Health Tulane University (LA)	01/08/92	09/30/95	
Pindani	Disher Staff Associate Chancellor College	Master's	Public Administration (Misc.) Virginia Commonwealth Univ. Richmond, VA 23284	08/18/92	08/31/94	
Safaloch	Andrews Staff Associate in Monogastric Nutriti Bunda College	Master's	Animal Husbandry (Poultry) Oklahoma State U.- Main Campus	08/11/91	12/31/93	

NAME	TITLE/EMPLOYER	DEGREE PURSUED	SUBJECT/UNIVERSITY	ARRIVAL DATE	EXPECTED END DATE	ACTUAL END DATE
31 Salama	Robert Marketing Officer (Research) Malawi Export Promotion Council	Master's	Business (International Trade) Okla. City Univ. Oklahoma City, OK	08/22/91	05/31/93	05/13/93 Completed
32 Sefu	Henry Tutor Ministry of Health	Bachelor's	Medicine (General) Howard Univ. Washington, DC 20059	08/15/90	12/31/94	
33 Tsakala	Florence Nursing Administrator/Midwifery Tutor Voice of Prophecy	Master's	Public Health, General Indiana Univ. at Indianapolis	08/07/92	12/31/94	
34 Zulu	Maurice Deputy Executive Secretary Private Hospitals Association of Malawi	Master's	Public Health, General Washington Univ. - St. Louis	08/23/92	08/31/94	

NAME	TITLE/EMPLOYER	DEGREE PURSUED	SUBJECT/UNIVERSITY	ARRIVAL DATE	EXPECTED END DATE	ACTUAL END DATE
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12/22/93

12 Women
 22 Men

 4 Bachelor's
 22 Master's
 8 Ph.D.'s

 8 NBCU's

 27 NRID
 7 PNICS

 34 Total