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Planning Malawi: Individual planning for FISP

| Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday | Monday |
|--------|---|--|--|---|--------------------|----------------------|--|
| | 10:30 Team arriving with car from Zambia <i>Location: Kiboko Town Hotel</i> | 10:00 Embassy Norway (get documents) <i>Location: Embassy Norway</i> | 08:00 Charles Clark – FISP Logistics <i>Location: FISP Logistics</i> | 08:30 Mr. Chipala, SCC Lake Basin Programme – Director <i>Location: Salima</i> | 13:00 Team meeting | Prepare for debrief. | 07:00-08:00 Debriefing Monica Stensland <i>Location: Embassy Norway</i> |
| | Apr. 12:00-13:00 Team meeting <i>Location: Kiboko Town Hotel</i> | 13:30 Mr. Joseph Mseteka, Seed Manager? NASFAM | 09:30 Samuel Chikapusa, Head of Food Security Unit <i>Location: MINAG</i> | 09:00 8 ♀ & 4 ♂ FISP beneficiaries <i>Location: Lilongwe village (Tembe EPA – Salima District)</i> | Data Analysis | | 12:00 Team travel to Dar es Salaam (by plane) (leave 9.45) |
| | 13:00 Norwegian embassy (pick up documents) 15.00 Meeting with Norwegian Embassy (Monica Steensland) | 15:30 Mr. Lipita, Extension Director <i>Location: MINAG</i> | 10:00 Chancy Chilimbila, Economist – Food Security Unit 11:00 Thokozani Sentala, Programme Officer Budget Dpt | 11:00 Zasintha Namagonya, Field Officer, SCC Lake Basin Programme 11:30 Aaron Kachmera, Salima DADO Head | | | |
| | | 16:00 Mrs. Mtambo, Crops Director / FISP Coordinator <i>Location: MINAG</i> | 14:30 Dr. Luhanga, 1 st Secretary <i>Location: MINAG</i> | 13:00 Mr. Matengula, 'Agro-Processing' Manager <i>Location: Salima</i> | | | |
| | | | 17:00 Mrs. Irona, development Specialist <i>Location: EC Delegation</i> | 14:00 Mr. P. Mulosi, SFFRFM Assistant Sales Clerk (Salima) | | | |
| | | | | 17:00 Peter Chinoko, Secretary for Catholic Commission for Justice & Peace | | | |

Planning Malawi: Individual planning for Malawi Lake Basin Programme II

| Monday 19/11 | Tuesday 20/11 | Wednesday 21/11 | Thursday 22/11 | Friday 23/11 | Saturday 24/11 | Sunday 25/11 | Monday 26/11 |
|---|--|---|---|--|-----------------------|---------------------|--|
| 09:00 – 09:30 Mr Dyborn Chibonga, Chief Executive Officer, NASFAM | Approx. 10:30 Team arriving with car from Zambia <i>Location: Kiboko Town Hotel</i> | 09:00 -10:00 Mr Sam Chipala, Mr Mtendere Chitete, Salima | 09:00 Dr Dennis Kayambazinthu, Ministry of Forestry and Climate Change Management | 08:30 – 09:30 Mr Sylvester Kadzola, Chief Executive, MUSCCO | 13:00 Team meeting | Prepare for debrief | 07:00-08:00 Debriefing Monica Steensland <i>Location: Norway Embassy</i> |
| 11:00 – 12:30 Mr Prince Kapondamgaga, Chief Executive, Farmers Union of Malawi | Appr.12:00-13:00 Team meeting <i>Location: Kiboko Town Hotel</i> | 10:00 – 17:30 Field Trip Salima District: <ul style="list-style-type: none"> • District Agricultural Officer • Farmers Groups • Cooperatives • Group Savings Loan Clubs • Beneficiaries | 10:00 – 10:30 Mr E Mphande, Ministry of Agriculture and Food Security | 10:00- 11:00 Mr Ulf Lindgren, Programme Director, MLBP | Data Analysis | | 12:00 Team travel to Dar es Salaam (by plane) (leave 09:45) |
| 14:00 – 16:00 Mr Kennedy Siyabu, SCC | 15:00 Meeting with Norwegian Embassy (Monica Steensland) | | | 13:00 – 14:00 Mr Richard Bwanali, Vi- agriforestry, SCC | | | |
| 14:00 – 16:00 Mr Dyborn Chibonga, Alexander Chikapula, NASFAM | | | | 15:00 – 16:00 Mr Kayesa, Asst Director Cooperatives, Ministry of Trade and Industry | | | |

Planning Malawi: Individual planning for Rural Development (Udviklingsfondet)

| Tuesday 20/11 | Wednesday 21/11 | Thursday 22/11 | Friday 23/11 | Saturday 24/11 | Sunday 25/11 | Monday 26/11 |
|---|--|--|---|-----------------------------|----------------------|--|
| 12:00 Team arriving with car from Zambia <i>Location: Kiboko Town Hotel</i> | 9:00-11:30 Knut Andersen, Mahara Nyirenda, Victor Katchika Udviklingsfondet <i>Location: Office, Udviklingsfondet</i> | Travel to Mzuzu | Field visits Rumphi District Mkmbezi Seedbank, Lead Farmers, Follow Farmers, VDC/ADCs <i>Location Overnight: Mzuzu</i> | 07:00 Travel to Lilongwe | Prepare for debrief. | 7:00-08:00 Debriefing Monica Steensland <i>Location: Norway Embassy</i> |
| Appr. 13:00-14:00 Team meeting <i>Location: Kiboko Town Hotel</i> | 12:00-13:00 Leonard Kamwandja Winfred Chanza TAPP <i>Location: Office, Udviklingsfondet</i> | 13:00 Mrs. Moyo, Gilbert Kupunda (MZADD) <i>Location: MZADD Office</i> | | 13:00 Team meeting | | 12:00 Travel to Dar es Salaam (by plane) |
| 15:00 Meeting with Norwegian Embassy (Monica Steensland) | 15:00 M.G. Lipita (Min. of Agriculture Irrigation and Water Development) <i>Location: Min. of Agriculture Irrigation and Water Development</i> | 15:00 Chimwemwe Soko Chakalipa Kanyenda (FYF) <i>Location: Office, Find Your Feet (FYF)</i> <i>Location Overnight: Mzuzu</i> | | | | |

Planning Malawi: Individual planning for project Lake Chilwa Basin Climate Change Adaptation Programme (LCBCCAP)

| Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday | Monday |
|--------|---|--|---|---|---|--------|---|
| | 12:00 Team arriving with car from Zambia <i>Location: Kiboko Town Hotel</i> | 09:00-10:00 Welton Phalira (Project manager)&Precious Mwanza (M&E officer) <i>Location: LCBCCAP programme office</i> | 08:00-10:00 Site visit <i>Location: Zomba Mountain Forest Reserve</i> | Travel to LLW | Joseph Nagoli, WorldFish 10:00 <i>via Skype</i> | | 7:30-9:30 Debriefing Monca Steensland <i>Location: Norway Embassy</i> |
| | Apr. 12:00- 14:00 Team meeting <i>Location: Kiboko Town Hotel</i> | 10:00-11:00 Clifton Thyangathyanga, District Environmental Officer <i>Location: Zomba Environmental District office</i> | 10:00-13:00 Site visit Women Fish Traders <i>Location: Kuchulu Beach</i> | 13:30-14.40 Augustin Chikuni Project officer, NO Embassy | 13:00 team meeting <i>Location: Kiboko Town Hotel</i> | | 12:00 Travel to Dar es Salaam (by plane) |
| | Travel to Zomba | 12:30-13:00 Forest Research Institute Malawi: Clement Chilima (SFRO-FRIM), T F Chamyenga(ADF (R)- FRIM), M Chriwa (SFRO-FRIM), Gerald Meke (PFRO- FRIM), M. Likoswe (FRO-FRIM), Willie Sagoaa (FRO- FRIM), Nganizo Namoto (FRO-FRIM), Erick Misinguani (FRO-FRIM), Henry Utila (FRO-FRIM) <i>Location: FRIM office</i> | | | | | |
| | | 14:00-15:00 Silli Laban District Fisheries Office <i>Location: District Fisheries Office</i> | 13:00-16:00 Radio Listening Club and Conservation Agriculture <i>Location: Ngwelero EPA</i> | | | | |
| | | 15:30-16:30 Mr. Nanlhwere District Land Resource conservation office <i>Location: District Land Resource conservation office</i> | | | | | |
| | | 16:30-17:30 Precious Mwaza LEAD/ M&E officer <i>Location: LCBCCAP programme office</i> | | | | | |
| | | 17:30-18:15 Prof. Sosten Chiotha Programme Coordinator <i>Location: University of Malawi, Chancellor College</i> | | | | | |

Planning Malawi: Individual planning for project PETS-NASFAM project

| Tue 20/11/12 | Wed 21/11/12 | Thur, 22/11/12 | Fri, 23/11/12 | Sat, 24/11/12 | Sun, 25/11/12 | Mon, 26/11/12 | Tue, 27/11/12 |
|--|--|---|--|--|--|---|---|
| 10.00–Charles and Consultants team arrive in Lilongwe <i>Location: Kiboko Hotel</i> | 08:00-10:00 Interview the Kasungu AMC, Association Business manager – Blame Mkwala <i>Location: Kasungu KUSFA</i> | 08:00-10:00 Travel to Bola Inu Farmers Club, Chipala Association <i>Location: Kasungu-Bola Inu FC</i> | 08:00-10:00 Meeting at Ministry of Agriculture with Deputy Director of Policy and Planning Services, Edward Mphande <i>Location: Ministry of Agriculture</i> | 08:00-10:00 Review PETS Data & prepare debriefing presentation <i>Location: Kiboko Hotel</i> | 08:00-10:00 Review PETS Data & prepare debriefing presentation <i>Location: Kiboko Hotel</i> | 7:00-8:30 Debriefing Norway Embassy team- Monica Stensland, Augustine Chikuni <i>Location: NO Embassy</i> | 8:00 Debriefing Norway Embassy PETS-Monica Stensland, Augustine Chikuni <i>Location: NO Embassy</i> |
| 10.00–Charles and Consultants team arrive in Lilongwe <i>Location: Kiboko Hotel</i> | 10:00-12:00 Focus group Interview AMC staff, Farmers representatives - Blame Mkwala <i>Location: Kasungu KUSFA</i> | 10:00-12:00 Conduct Focus Group Interview with Farmers Club members Bola Inu- <i>Location: Kasungu-Bola Inu FC</i> | 10:00-12:00 Review documentation provided by NASFAM and review field data <i>Location: Kiboko Hotel</i> | 10:00-12:00 Review PETS Data & prepare presentation <i>Location: Kiboko Hotel</i> | 10:00-12:00 Review PETS Data & prepare debriefing presentation <i>Location: Kiboko Hotel</i> | 10:00-12:00 Follow-up meeting at NASFAM-Gerald Grant <i>Location: NASFAM</i> | 10:00-12:00 Charles Wright departs for Tanzania |
| 12:00-14:00 Consultants team meeting– Pernille <i>Location: Kiboko Hotel</i> | 12:00-14:00 Focus group Interview AMC staff, Farmers representatives - Blame Mkwala <i>Location: Kasungu KUSFA</i> | 12:00-14:00 Travel to Kamphulu Group Action Committee (GAC) <i>Location: Kasungu-Kamphulu</i> | 12:00-14:00 Integrate field visits' data and NASFAM data <i>Location: Kiboko Hotel</i> | 12:00-14:00 Review PETS Data & prepare debriefing presentation <i>Location: Kiboko Hotel</i> | 12:00-14:00 Review PETS Data & prepare debriefing presentation <i>Location: Kiboko Hotel</i> | 12:00-14:00 Follow-up meeting at NASFAM-Gerald Grant <i>Location: NASFAM</i> | |
| 14:00-16:00 Meeting with NASFAM to collect Dossier of Information: Review documents provided. Beatrice Makwenda, Gerald Grant <i>Location: NASFAM office</i> | 14:00-16:00 Interview the Kasungu Associations MC Accountants – Cecilia Banda, Emma Mazengera <i>Location: Kasungu KUSFA</i> | 14:00-16:00 Conduct Focus Group Interview with Farmers Club members for Chisomo 2 , Kamphulu GAC, Lisasadzi Association <i>Location: Kasungu-Kamphulu</i> | 14:00-16:00 Meeting at Farmers Union of Malawi FUM – Mr. Jacob Nyirongo(Head of programmes) <i>Location: FUM offices</i> | 14:00-16:00 Review PETS Data & prepare debriefing presentation <i>Location: Kiboko Hotel</i> | 14:00-16:00 Review PETS Data & prepare debriefing presentation <i>Location: Kiboko Hotel</i> | 14:00-16:00 Follow-up meeting at NASFAM-Gerald Grant <i>Location: NASFAM</i> | |

Evaluation of Norwegian support to agriculture and food security

| | | | | | | | |
|---|---|---|--|---|---|--|--|
| <p>16:00-18:00 Review data and prepare AMC and Farmer questionnaire for Kasungu AMC-Willie and Charles <i>Location: Kasungu</i></p> | <p>18.00 Willie and Charles spend a night in Kasungu <i>Location: Kasungu</i></p> | <p>16:00-18:00 Charles and Willie travel back to Lilongwe <i>Location: Kiboko Hotel</i></p> | <p>16:00-18:00 Debriefing Meeting with NASFAM Management of preliminary findings –Dyborn Chibonga, CEO, Gerald Grant FC, Muhammed, Commercial Manager, Beatrice Makwenda, Dev. Manager <i>Location: NASFAM offices</i></p> | <p>16:00-18:00 Review PETS Data & prepare debriefing presentation programme <i>Location: Kiboko Hotel</i></p> | <p>16:00-18:00 Review PETS Data & prepare debriefing presentation <i>Location: Kiboko Hotel</i></p> | <p>16:00-18:00 Meeting with Ministry of Agriculture Extension Services, Mrs, M. Kamkwamba, Deputy Director, F. Limbani Extension Methodology officer, Edward katunga, Communications Officer <i>Location: Agriculture Extension Services Offices</i></p> | |
|---|---|---|--|---|---|--|--|

Planning Tanzania: Individual planning for EPINAV (Sokoine University of Agriculture)

| Monday 26/11 | Tuesday 27/11 | Wednesday 28/11 | Thursday 29/11 | Friday 30/11 | Saturday 1/12 | Sunday 2/12 | Monday 3/12 |
|------------------------------|--|--|---|--|---------------|---------------------|---|
| 18:25 Arriving from Lilongwe | 9:30 -11:00 Briefing <i>Location: NO Embassy</i> | Travel to Morogoro | Travel to Kilosa Field Visit: Meetings with Government Officers, Livestock project Mobile Phone project | 8:30-11:30 Meeting with PM&E Coordinator, Dr. Kilima <i>Location: SUA</i> | Write Up | Prepare for Debrief | 13:00 Debrief <i>Location: NO Embassy</i> |
| | Achieves <i>Location: NO Embassy</i> | 13:00- 15:30 Intro. meeting: Programme Coordinators, Component Leaders and Project Leaders SUA | | 11:30-12:00 Library Documentation & Dissemination <i>Location: SUA</i> | | | |
| | | | | 12:00-12:30 Capacity Building Component <i>Location: SUA</i> | | | |
| | | | | 13:00-13:30 Livestock Project <i>Location: SUA</i> | | | |
| | | | | Travel back to Dar es Salaam | | | |

Planning Tanzania: Individual planning for CCIAM

| Monday | Tuesday | Wednesday | Thursday | Friday | Saturday & Sunday | Monday | Tuesday |
|-------------------------|--|--|--|--|-------------------|---|---|
| Travel to Dar es Salaam | 9:30- Meeting with embassy <i>Location: NO Embassy</i> | Travel to Morogoro | Visit of tree nursery , Msingisi, Gairo District 07:00-11:00 | Interview with Mme Director of Documentation 09:00-10:00 <i>Location: SUA</i> | Analysis | | Interview with Emmanuel Mputa, CCIAM Coordinator within Tanzanian Meteorological Agency, 13:00 <i>Via phone</i> |
| | 11:00-14:00 Document study at the embassy <i>Location: No Embassy</i> | 13:00-13:30 Meeting with CCIAM and EPINAV group of researcher. Location: Sokoine University for Agriculture (SUA) | Visit to rice farm, Dihombo | 10:30-12:30 Interview with CCIAM coordination training component Prof Moliando, Prof Susan Augustino | | Interview with Prof Batemusi, 11:00 <i>Via phone</i> | |
| | | Briefing with CCIAM coordination team Prof. Salim Moliando; Dr. Paul Kusolwa | | Travel to Dar es Salaam | | Debriefing with embassy, 13:00 | |

Skype interview with Emmanuel Lyimo, M&E officer Tanzania Forest Conservation Group, the largest NGO piloting the REDD Initiative in Kilwa and Lindi districts; 10/12/12, 7:00-7:45

Planning Tanzania: Individual planning for REDD Project

| Tuesday 27/11 | Wednesday 28/11 | Thursday 29/11 | Friday 30/12 | Saturday 1/12 | Sunday 2/12 | Monday 3/12 |
|--|---|--|---|--|---|---|
| 10:30-11:30 Meeting Andrea Athanas Documents made available | Travel to Kondoa Between 8:00am to 13:00pm | 9:00-10:00 Focus Group Discussion at Kandaga Village | 8:00-9:00 Meeting Severin Lyimo <i>Location: KDC</i> | Prepare draft presentation to Pernille | 8:30-19:00 Travel to Dar es Salaam (Dar Express Bus) | 13:00-14:30 Debriefing Location: NO Embassy |
| 11:30-12:30 Meeting Rama Ngatoluwa of SARI Documents made available <i>Location: AWF HQ ARUSHA</i> | 13:00-14:00 Focus Group Discussion at Kolo Village <i>Location: Kolo Village</i> | 13:00-14:00 Focus Group Discussion at Mapinduzi Village | 9:00-9:30 Meeting Ibrahim Sajaruma <i>Location: KDC</i> | | | |
| 2:30-4:30 Meeting Sule Kibira & Amos Kupaza Documents made available <i>Location: AWF HQ ARUSHA</i> | 15:00-16:00 Focus Group Discussion at Mnenia Village <i>Location: Mnenia Village</i> | 16:00-17:30 Meeting Godlisten Matilya & Wasiwasi Baharia Documents made available <i>Location: ARKFor Office Kondoa</i> | 9:30-10:00 Meeting Ag. DPLO <i>Location: KDC</i> | | | |
| | | | 10:00-10:30 Meeting Dr Mwiga Christian <i>Location: KDC</i> | | | |
| | | | 10:30-11:30 Meeting Augustine Martin <i>Location: KDC</i> | | | |

Planning Tanzania: Individual planning for project TAP 2

| Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday | Monday |
|--|---|---|---|---|--------|---|
| 14:00 Susan M. Masagasi, Field Operation Manager TAP <i>Location: Dar-es-Salaam</i> | 9:00 Susan M. Masagasi, Field Operation Manager TAP <i>Location: Dar-es-Salaam</i> | 9:00 Julien Camaléonte, Yara Commercial Manager <i>Location: Dar-es-Salaam</i> | 9:00 Mrs. Willi Amina Mkiramweni, Acting District Executive Director <i>Location: Mvomero District</i> | 10:00 Abdallah A. Chakachaka, NMB Commercial Manager & Ahmed Kasuku, SME Loan Officer – NMB Ifakara Branch <i>Location: Kilombero District</i> | | 13:00 Debriefing <i>Location: NO Embassy</i> |
| | 11:00 Mr. Saidi Saidi, Acting Director ACT | 10:00 Dr. M.M. Msolla, Assistant Director Agricultural Inputs <i>Location: Ministry of Agriculture</i> | 9:30 Mr. H.E. Foya Mvomero District Coordination Officer for Agriculture <i>Location: Mvomero District</i> | 11:00 Mr. Mwinyimvua, Agro-dealer <i>Location: Ifakara - Kilombero District</i> | | |
| | 13:00 Mr. Azzoni, Natural Resources Section Head – EC <i>Location: Dar-es-Salaam</i> | 11:00 Michael Winklmaier, 'Farming as a business' CTA – FAO <i>Location: Ministry of Agriculture</i> | 10:30 demo plots contact farmers, ward extension officer from Dakawa & Wamilihindu villages <i>Location: Dakawa village, Mvomero District</i> | 12:00 Mr. Ntimi, Apex Manager Association of Kilombero High Quality Rice <i>Location: Ifakara - Kilombero District</i> | | |
| | | 12:00 Anna G. Ngoo, Director of Planning & Operation National Food Reserve Agency <i>Location: Dar-es-Salaam</i> | 11:30 Mr. Pasco, Dakawa Agro-dealer <i>Location: Dakawa village, Mvomero District</i> | 14:30 Sylvester Kasunga, UWAPEKA Agro-dealer Association Secretary – Ifakara <i>Location: Kisawasawa village – Kilombero District</i> | | |
| | | 13:00 travelling to Morogoro | 14:00 ward Councilor, warehouse trainees, village Executive Officer, Ward Extension Officer, village Chairman, Mr. Costa, Ward Executive Officer <i>Location: Salawe Village</i> | 17:00 Mr. Martin Kalida, Katurukila Farmers' Association Leader | | |
| | | 19:00 Bjorn Gildestad, Economist Nordic Consulting Group – TAP1 Evaluation Team Leader | | 21:00 Katurukila village – Kilomero District Mr. Isaka Mshauri, Director for Tansed International Morogoro | | |

Tanzania : Individual planning for project Agrica, NORFUND Investment Project (PETS)

| Tue 27/11/12 | Wed 28/11/12 | Thur, 29/11/12 | Fri, 30/11/12 | Sat, 01/12/12 | Sun, 02/12/12 | Mon, 03/12/12 | Tue, 04/12/12 |
|--|---|--|--|--|--|---|--|
| 08:00-10:00 MALAWI Debriefing Norway Embassy PETS-Monica Stensland, Augustine Chikuni <i>Location: NO Embassy</i> | 08:00-10:00 Literature Review and Preliminary Analysis <i>Location: Hotel Daressalaam</i> | 08:00-10:00 Planning Questions for Meeting with General Manager <i>Location: Hotel Daressalaam</i> | 08:00-10:00 Travel by road to Mngeta Farm <i>Location: In Transit</i> | 08:00-10:00 Meeting Financial Controller <i>Location: Mngeta Farm</i> | 08:00- Travel by road from Mngeta Farm, back to DaresSalaam <i>Location: In transit</i> | 08:00- Financial and Performance of Analysis of Mngeta Farm <i>Location: Hotel Daressalaam</i> | 08:00- Airlight to Zimbabwe vs Nairobi <i>Location: In transit</i> |
| 10:00- Travel to Tanzania <i>Location: Kasungu</i> | 10:00-12:00 Literature Review and Preliminary Analysis <i>Location: Hotel Daressalaam</i> | 10:00-12:00 Planning Questions for Meeting with General Manager <i>Location: Hotel Daressalaam</i> | 10:00-12:00 Travel by road to Mngeta Farm <i>Location: In transit</i> | 10:00-12:00 Meeting Smallholder Programme Manager <i>Location: Mngeta Farm</i> | | | |
| | 12:00-14:00 Literature Review and Preliminary Analysis <i>Location: Hotel Daressalaam</i> | 12:00-14:00 Meeting General Manger <i>Location: Agrica Offices</i> | 12:00-14:00 Meeting Crop Production Manager <i>Location: Mngeta Farm</i> | 12:00-14:00 Meeting Mill Manager <i>Location: Mngeta Farm</i> | | | |
| | Literature Review and Preliminary Analysis <i>Location: Hotel Daressalaam</i> | Travel by road to Mngeta Farm <i>Location: In transit</i> | Meeting Crop Production Manager <i>Location: Mngeta Farm</i> | Meeting HR & Administration Manager <i>Location: Mngeta Farm</i> | | | |
| | 16:00-18:00 Literature Review and Preliminary Analysis <i>Location: Hotel Daressalaam</i> | 16:00-18:00 Travel by road to Mngeta Farm <i>Location: In transit</i> | 16:00-18:00 Meeting Financial Controller <i>Location: Mngeta Farm</i> | 16:00-18:00 Meeting Field Manager and Financial Controller <i>Location: Mngeta Farm</i> | | | |

Planning Zambia: Individual planning for COMACO Phase II

| Monday 12 th | Tuesday 13 th | Wednesday 14 th | Thursday 15 th | Friday 16 th | Saturday 17 th | Sunday 18 th | Monday 19 th |
|---|---|--|---|--|--|-------------------------|---|
| NA: Team meeting from 9:00 to about 13:00 hours <i>Location: Hotel Shakespeare Court</i> | Meeting with Wildlife Conservation Society (WCS) <i>Location: WCS offices</i> | George Chisebuka, Serenje District Agricultural Coordinator (DACO), MAL; Borniface Chileshe, DAPP IFSA Project District Facilitator <i>Location: Serenje MAL and DAPP</i> | Depart of Comm. Devt office | Meeting with M & E Data Analyst; Travel to the community (Mulilima Area, Chief Muchinda) <i>Location: COMACO CTC Office</i> | Team meeting <i>Location: Shakespeare Court</i> | Resting | 8:00-10:30 Debriefing Jan Erik Strudsrod <i>Location: NO Embassy</i> |
| 13:00 – 14:00 hrs is lunch time in Zambia | Derrick Sikombe, Ministry of Agriculture and Livestock: Policy and Planning Department (MAL – PPD) <i>Location: MAL HQ Offices</i> | Drive to community + FGDs with farmers at Miswema Depot <i>Location: Miswema Depot</i> | Meeting with Bee Keeper Lead Farmer <i>Location: Mulilima Community</i> | Travel to Serenje | Preparing for the debriefing on Monday | | Follow-up meetings with COMACO HQ for some reports not sent |
| Mr Chikopela & Mr Phillip Siamuyoba, Dept of Agriculture from 15:00 – 15:30 hrs; Mr Sikwibela Department of Agribusiness from 15:30 – 16:00 hrs <i>Location: MAL Offices</i> | Travel to Serenje | Chilufya Mulenga, Sydney Cheelo <i>Location: Serenje ZNFU Office</i> | FGD continued <i>Miswema Depot</i> | Travel to Lusaka | | | |
| | | Serenje COMACO staff <i>Location: Serenje COMACO Office</i> | Mushroom women group <i>Location: Kanona Community</i> | | | | |
| | | | Meeting with District Commissioner <i>Location: District Commissioner's office</i> | | | | |

Planning Zambia: Individual planning for project FAO-MACO

| Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday | Monday |
|--|---|---------------------|---|---|---|---|---|
| 09:00-11:00 Team meeting <i>Location:</i> <i>Shakespeare Court</i> | 12:30-14.30 Jan Erik Studsrød <i>Location: NO Embassy</i> | Reviewing documents | 09:00-10.30 Odd Arnesen <i>Location: NO Embassy</i> | 10:00 Collins Nkatiko, CFU <i>Location: Twin Palm 23 B, Kabulonge</i> | 09:00-11:00 Team Meeting <i>Location:</i> <i>Shakespeare Court</i> | Prepare debrief. Preparation for Malawi | 8:00-10/10:30 Debriefing Jan Erik Studsrød <i>Location: NO Embassy</i> |
| Car Rent Company | Archives, Norwegian Embassy | | 11:00-13:00 FAO <i>Location: Addis Ababa Road 5</i> | | 15:00 Bazak Lungu EC Delegation <i>Location:</i> <i>Shakespeare Court</i> | | Travel to Lillongwe (by Car) |
| 15:00-17.30 FAO Rep. /agronomist, etc. <i>Location: FAO, Addis Ababa Drive 5</i> | | | 14.30 - Alick Dhaka <i>Location_</i> Department of Agriculture Ministry of Agriculture and Livestock | | Data analysis/ case study | | |

Planning Zambia: Individual planning for projects: 'Norway Sweden Delegated Agricultural Support' and 'Norway Netherlands Delegated Agricultural Support'

| Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday | Monday |
|---|---|---|--|--|--|--------|---|
| 9:00 Team meeting <i>Location: Hotel Shakespeare Court</i> | 8:00 Masiye Nawiko / ACF (getting hard copies) | 8:00 Mrs. Anna Rahm ex-ASP Agribusiness Specialist (Swedish embassy) | 8:00 Masiye Nawiko / ACF | 8:30 GART Muliokela (Chisamba) cancelled | 9:00 Team Meeting <i>Location: Hotel Shakespeare Court</i> | | 8:00-10:30 Debriefing Jan Erik Strudsrod <i>Location: NO Embassy</i> |
| Team meeting <i>Location: Hotel</i> | 10:00 Ms Nachili Kaira ASP facilitation TL (Eastern province) <i>Location: Finnish embassy</i> | 10:00 Michael Chisimba, Crops Officer Kassama district (Northern Province) for ASP | 10:30 Anna Rahm (SIDA – on ACF) | 13:00 Mr. Zyambo, ex-ZNFU Director <i>Location: Hotel</i> | 14:00 Mr. Shamaya (Palabana dairy) <i>Location: LTD</i> | | |
| 14:30 Mrs. Chibila Beyani - LTD (getting hard copies) <i>Location: LTD</i> | 16:00 Kelvin Luputa & Malvin Siwale, ASP Facilitators, Gender Specialist) | 11:00 Mr. Chongo ex-Kasungula district DACCO, current DACCO for Siavonga district / for ASP | 11:00 Mr. Zoole Newa, ex-Research Officer ACF | 15:00 Mr. Witola LDT Piggery farm Manager <i>Location: LTD</i> | | | |
| 15:30 Mr. Reynolds Shula (ex-progr.Deputy Director, <i>Location: MACO</i> | | 13:00 Sam Mukelebae, ex-ASP Communication Specialist (Southern Province) | 14:00 Mr. Francis Kasamala Programme Against Malnutrition (on ACF) | 18:00 Mrs. Malaw, Director Dpt Policy & Planning Mr. Mwenya Director Livestock | | | |
| | | 14:00 Mr. Munga, farmer Kalomo district – Southern province (for ASP) | | | | | |
| | | 15:00 Dr. Gombwa LDT Director <i>Location: LTD</i> | | | | | |

Planning Zambia: Individual planning for project Reversing Food Insecurity and Environment Degradation (Conservation Agric) (PETS)t

| Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday | Monday |
|---|--|--|--|---|--|-----------------------------------|---|
| 9.00 Team meeting <i>Location: Hotel Shakespeare Court</i> | 6.30 – Martina and Charles depart to Mumbwa | Interview the Regional Manager Assistant <i>Location: CFU Office</i> | Review documentation provided by CFU and review field data <i>Location: Hotel Shakespeare Court</i> | Review CFU documents <i>Location: Hotel</i> | Team meeting <i>Location: Hotel</i> | 9:00 Meeting with Noragric | 8:00-10:30 Debriefing Jan Erik Strudsrod <i>Location: NO Embassy</i> |
| 10:00-12:00 Team meeting <i>Location: Hotel</i> | 10:00-12:00 Interview Acting Regional Manager <i>Location: CFU – Mumbwaz</i> | 10:00-12:00 Interview a Farmer Coordinator and a beneficiary <i>Location: Mumbwa – Field</i> | 10:00-12:00 Prepare questionnaire for CFU <i>Location: Hotel</i> | 10:00-12:00 Integrate field visits' data and HQ data <i>Location: Hotel</i> | 10:00-12:00 Team meeting and Division of workplan <i>Location: Hotel</i> | 14:00-16:00 Prepare debriefing | Travel to Lillongwe (by Car) |
| 12:00-14:00 Review data collected in 1 st field visit <i>Location: Hotel</i> | 12:00-14:00 Interview two Field Supervisors <i>Location: CFU Mumbwa</i> | 12:00-14:00 Travel towards another Farmer Coordinator | 14:00-16:00 Meeting CFU staff – Dutch and Collins <i>Location: CFU Office</i> | 12:00-14:00 Finalise questionnaire for MAL <i>Location: Hotel</i> | 12:00-14:00 Completion of CFU fiche, discuss data <i>Location: Hotel</i> | | |
| 14:00-16:00 Interview IMCS – John | 16:00-18:00 Interview two Field Supervisors and Acting Regional Manager. Review documents | 14:00-16:00 Interview another Farmer Coordinator <i>Location: Mumbwa – Field</i> | 16:00-18:00 Meeting with CFU staff – Dutch and Collins <i>Location: CFU Office</i> | 14:00-16:00 Meeting at MAL – Ms. Malao (Acting Director for Policy and Planning) <i>Location: MAL</i> | 14:00-16:00 Review documents and discuss data | | |
| 16:00-18:00 Call CFU to plan trip and | | | | | | | |

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| stakeholder meetings. Finalise and send questionnaire to CFU Location: Hotel | provided | 18.00 – Martina and Charles return from Mumbwa | | 16:00-18:00 Meeting at MAL – Mr. Daka (actin Director of Agriculture) <i>Location: MAL</i> | 16:00-18:00 Review data and prepare presentation | | |
|--|----------|--|--|---|--|--|--|