NATIONAL REGISTRATION AND IDENTIFICATION SYSTEM

QUARTERLY REPORT

1 April to 30 June 2022

Summary Sheet

Project Title:	National Registration and Identification System
UNDP Project #:	00100113
Project Duration:	01 November 2016 – 31 December 2023
Project Resources:	Basket Fund
UNDP Focal Point:	Precious Nkoka

UNDAF Outcome:	National institutions foster democratic governance and human rights to promote transparency, accountability, participation and access to justice for all, especially women and children
Corporate SP Outcome:	Citizen expectations for voice, development, the rule of law and accountability are met by stronger systems of democratic governance
Project Specific Outcome:	The establishment of a permanent and continuous national registration and identification system in Malawi.
Output(s):	1. Up to 9 million Malawians are registered and issued with a National Identity card in 2017. 2. NRIS inclusive of birth registration is transitioned to a permanent and continuous registration system. 3. Government MDAs and private institutions are assisted to adopt the use of the NRIS (unique ID and Birth Certificates). 4. Up to 8.4 million Malawian children are registered with unique national identification (ID) numbers and issued Birth Certificates by 2023 5. Project is efficiently managed, staffed, and coordinated, and is implemented with national ownership.
Project Location(s):	Lilongwe, Malawi

Project Donors

Contents

Acronyms

ADR	Assistant District Registrar
BRK	Biometric Registration Kit
COMESA	Common Market for Eastern and Southern Africa
CRB	Credit Reference Bureau
CRVS	Civil Registration and Vital Statistics
CSCA	Country Signing Certificate Authority
COVID-19	Corona Virus Disease-2019
DFID	Department for International Development
DHRMD	Department of Human Resource Management and Development
DRO	District Registration Office
EBRS	Electronic Birth Registration System
EGPAF	Elizabeth Glaser of the Paediatric AIDS Foundation
ESCOM	Electricity Supply Commission of Malawi
EU	European Union
FCB	First Capital Bank
GWAN	Government Wide Area Network
HQ	Headquarters
ICAO	International Civil Aviation Organization
MEC	Malawi Electoral Commission
MDAs	Ministries, Departments and Agencies
MISO	Management Information System Officer
MoJ	Ministry of Justice
MoU	Memorandum of Understanding
MRA	Malawi Revenue Authority
NEEF	National Economic Empowerment Fund
NRB	National Registration Bureau
NRIS	National Registration and Identification System Project
PDU	Presidential Delivery Unit
PO	Post Office
RO	Registration Officers
PKI	Public Key Infrastructure
PRO	Principal Registration Officer
SADC	Southern African Development Community
SDGs	Sustainable Development Goals
UNICEF	United Nations Children's Fund
UNDP	United Nations Development Programme
USAID	United States Agency for International Development

1. Executive Summary

The purpose of the National Registration and Identification System (NRIS) Project is to establish a permanent and continuous national registration and identification system in Malawi. This includes the establishment of a fully functional Civil Registration and Vital Statistics (CRVS) system that is mandated in the legal framework of National Registration Bureau (NRB). The project will contribute to Government's efforts to guarantee the fundamental right to identity, entitlement, and enjoyment of full citizenship in Malawi.

The initiative is consistent with Sustainable Development Goal (SDG) 16 to: "promote peaceful and inclusive societies for sustainable development, provide access to justice for all and build effective, accountable and inclusive institutions at all levels." Specifically, the NRIS project addresses SDG Target 16.9 *"providing a legal identity for all and will also facilitate the goal of achieving comprehensive birth registration by 2030"*. The overarching impact of the system will offer improvements in planning, service delivery, and the operation of administrative systems supported by a functional NRIS.

Civil Registration (CR) is the compulsory, continuous, universal, and permanent recording of vital events such as births and deaths. From these records, vital statistics (VS) on births, deaths, causes of death, fertility and mortality can be produced for policy and planning. Where civil registration has a high level of both coverage and completeness, it is generally accepted to be the preferred source of vital statistics due to the ongoing and timely collection of data, and the ability to include cause of death information.

CRVS is also increasingly recognised as a critical mechanism for supporting good governance (through data driven planning and accountability, links with electoral rolls etc.), a tool for financial management (linkages with social security) and data linkages (through identity management) and a key element in supporting human rights (through the recognition of identity and associated rights, and the accountability of measuring and recording deaths).

NRIS project is planning to register all children below 16 years of age to provide birth certificates and to close the gap for universal legal identity registration. The project is planning to build the capacities of village heads for continuous birth and death registration and include marriage, divorce, and adaptation in future. This progress report presents a summary of work completed for the NRIS project for the second quarter (01 April– 30 June 2022).

Key milestones achieved during the reporting period include the following:

- During the second quarter of 2022, a total of 12,159 new registrants and 45,639 renewals of national ID were processed.

- The Project procured consumables for the Card Production Facility (CPF) to sustain the printing process of National ID with an increased production capacity of 4,000 per day.

- The Preliminary Findings of the Malawi National ID Assessment carried out jointly by World Bank and UNDP were shared with NRB in April 2022.

- NRB signed MOUs with the Economic Planning & Development (EP&D) for the Unified Beneficiary Registry and the Directorate of Road Traffic and Safety Services (DRTSS) in May 2022.

- The 33rd Technical Committee agreed with the proposed option of using primary schools as registration points for Mass Child Registration.

- The 33rd TC also suggested NRB to continue to engage the treasury to release USD 8 million for mass child registration.
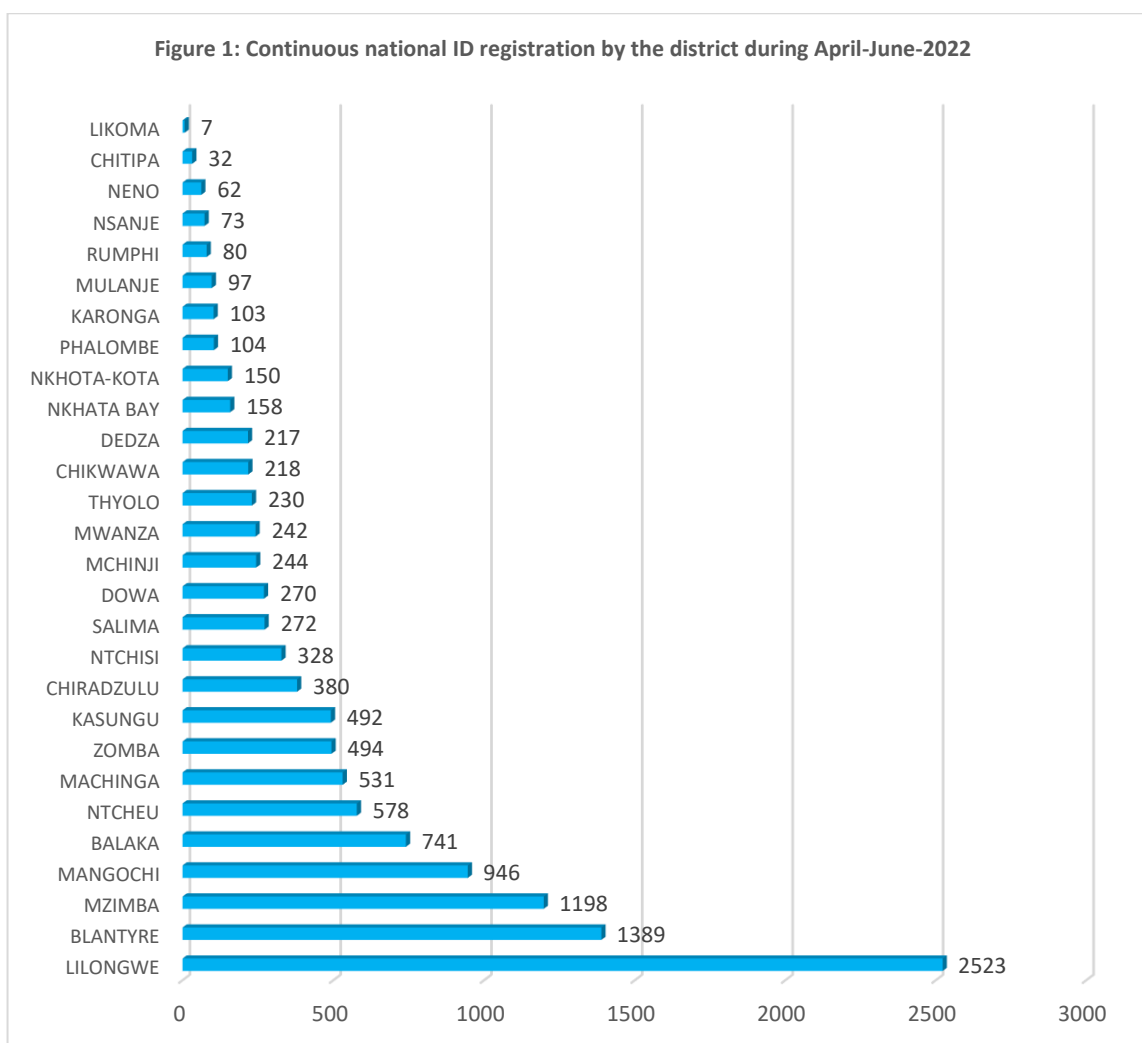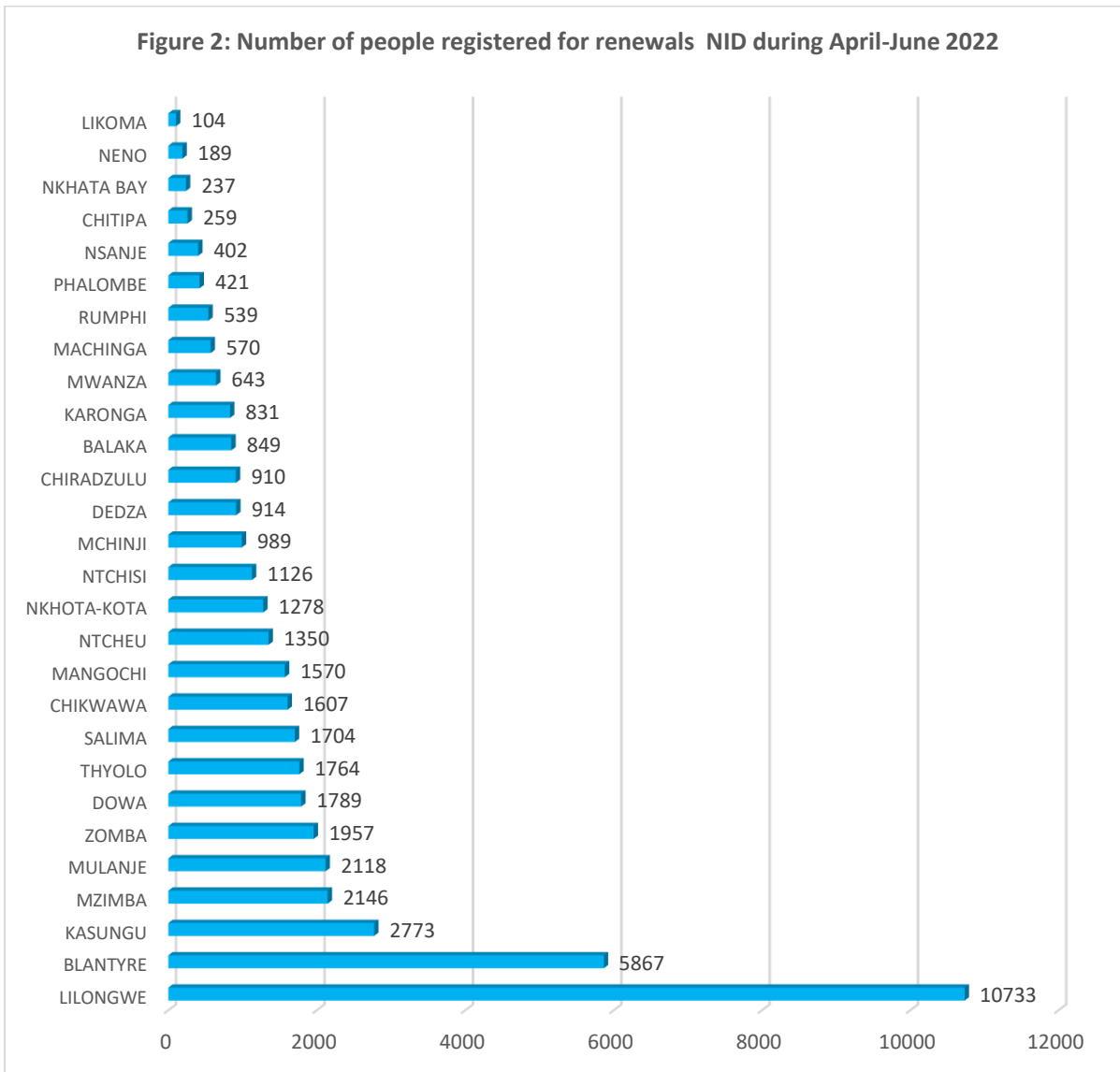
2. Implementation of the Project

Output 2:

NRIS inclusive of birth registration is transitioned to a permanent and continuous registration system.

Progress: Under this Output, the following has been accomplished in the reporting period:

- **Continuous Registration of national IDs:** During the second quarter of 2022, a total of 12,159 new National ID registrants were undertaken. The target for NRB is to register 41,000 new registrants per month but it is registering only about 4,000 per month. There are several factors that contribute towards low registration that includes low number of access points for registration, centralization of payment at the treasury in district, delay in printing of cards and overall lack of public trust in NRB.

Figure 1: Continuous national ID registration by the district during April-June-2022

District	Registrations
LIKOMA	7
CHITIPA	32
NENO	62
NSANJE	73
RUMPHI	80
MULANJE	97
KARONGA	103
PHALOMBE	104
NKHOTA-KOTA	150
NKHATA BAY	158
DEDZA	217
CHIKWAWA	218
THYOLO	230
MWANZA	242
MCHINJI	244
DOWA	270
SALIMA	272
NTCHISI	328
CHIRADZULU	380
KASUNGU	492
ZOMBA	494
MACHINGA	531
NTCHEU	578
BALAKA	741
MANGOCHI	946
MZIMBA	1198
BLANTYRE	1389
LILONGWE	2523

- **Renewals of National ID:** During the second quarter 45,639 people registered for renewal of national IDs. The district wise breakdown is given below. As of July 2022, almost 3.5 million cards expired but NRB has registered only 550,000 for renewals. People are not turning up for renewing their ID due to the cost associated with registration, longer distances to the registration centre from the villages, high cost of travel and multiple trips associated with the registration process. To address this issue NRB is planning to conduct mass renewal exercise across the country. NRIS project is also planning to increase the registration centres for NID by making all 65 post offices functional.

Figure 2: Number of people registered for renewals NID during April-June 2022

District	Number
LIKOMA	104
NENO	189
NKHATA BAY	237
CHITIPA	259
NSANJE	402
PHALOMBE	421
RUMPHI	539
MACHINGA	570
MWANZA	643
KARONGA	831
BALAKA	849
CHIRADZULU	910
DEDZA	914
MCHINJI	989
NTCHISI	1126
NKHOTA-KOTA	1278
NTCHEU	1350
MANGOCHI	1570
CHIKWAWA	1607
SALIMA	1704
THYOLO	1764
DOWA	1789
ZOMBA	1957
MULANJE	2118
MZIMBA	2146
KASUNGU	2773
BLANTYRE	5867
LILONGWE	10733

- **Gender analysis based on registration:** Gender imbalance among the people turning up for the new registration and renewal has increased when compared to the days of Mass Registration. More males are coming for the new registration as well as renewals of national ID. This may be due to various factors like distance to the district registration centre, cost for renewals, transport availability etc. This problem needs to be addressed by NRB through increasing the number of registration centres across the country, improving accessibility, and simplifying the process for renewals. The plan to make 65 post offices functional will increase the registration outreach and enable women to register closer to their place of residence. The mass renewals planned by NRB will have a special focus on improving registration rates for women.
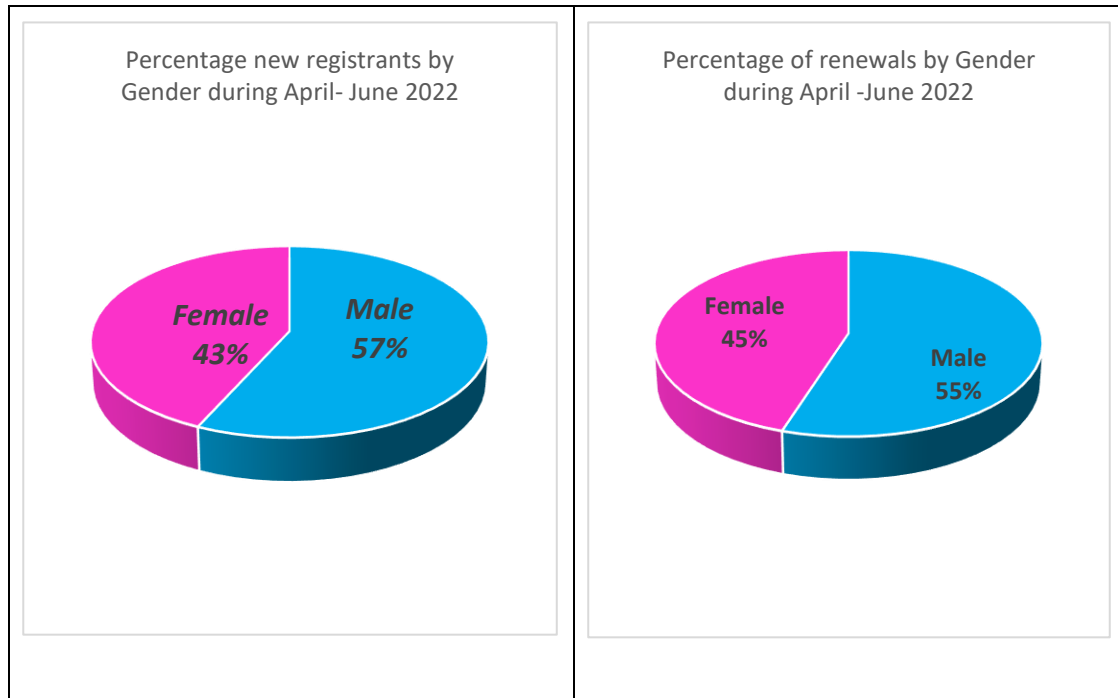
Figure 3: NID registrants and registration for renewals of National ID by Gender

- **Card Production Facility (CPF):** Long wait time for printing and distribution of National IDs has been a challenge for a few years now. There are more than 550,000 records waiting to be printed. The reasons for low production capacity of CPF are frequent breakdown of Zebra printers, inconsistent supply of consumables and not having enough human resource capacity. Out of the 19 printers in CPF, only 8-10 are functioning daily. There is currently no maintenance contract with any supplier and in case of part replacements options are being explored. Procurement of consumables takes time because they are not locally sourced. In addition to this there are power outages that reduce the production capacity in CPF. Following steps have been undertaken by NRIS to address these issues:

  o The NRIS project provided support for procurement of consumables from Axis solution and Dan Office to continue the printing of NIDs.

  o Order has been placed for 5 new Zebra printers and these are expected to arrive in September 2022, which will further increase the production capacity of CPF.

  o Discussions are underway with Zebra printers to identify options for regular maintenance of Zebra printers.

  o With support from the project NRB has hired interns to clear the backlog of unprinted cards. At present, they are printing both in day and night shifts to clear the backlog. On an average, the CPF can print between 3,500 – 4,000 cards per day.

- **Continued Technical (ICT related) support to NRB:** The NRIS ICT team has been supporting NRB continuously for improving the functionality of the registration software. Following are the key areas in which ICT team provided technical support during the 2nd quarter:

  o *Management of Primary and DR sites for NRIS:* There are a few housekeeping activities which the NRB needs to carry out on NRIS server infrastructure and software applications. These include making sure that there is enough disk storage on the application and database servers, ensure backups at the primary site are properly done and copied to the DR site, monitoring event logs, clearing the cache, dust blowing, etc. The ICT team has been conducting monthly site visits to the NRIS DR site for supporting these routine preventive and maintenance tasks.

- o *Develop Standard Operation Procedures (SOPs) for the CPF*: SOPs for the CPF were developed in collaboration with NRB. The team also reviewed and amended related SOPs for the National ID card printing. However, NRB needs to make sure that these SOPs are followed when conducting its business.

- o *Plan to assess about 12 Post Offices to consider for connection to NRB HQ:* The internet service provider TNM was asked to reconnect 2 post offices (Lumbadzi & Ntaja) as NRB confirmed with NRIS that the personnel issues at those sites had been resolved. This brings the number of functional Post Offices for which internet connectivity is paid by NRIS Project to 22.

- o *Complete requirements for NRB website and start process to engage consultant:* Technical requirements for the website were developed and the process to identify a consultant to assist in developing the website will be started in the next quarter.

- o *Continue working on Change Requests and APIs for unification of CRVS and NRIS backends:* APIs have been modified and implemented in the unified CRVS system and 10 change requests for improvements in the current registration software were implemented.

- o *Assist in development of the e-payment system for NRB*: Based on a decision from Treasury it was agreed that NRB will be allowed to use NBS Bank and their 1,500 Point of Sales (POS) for collecting the charges for the National IDs. A software and an API is being developed to start the implementation of this 1st phase to ensure wider access to citizens to make the payments. In the 2nd Phase the e-payment mechanism will be worked out.

- **Preliminary Findings of the Malawi National ID Assessment:** The preliminary findings of the Malawi National ID Assessment carried out jointly by WB and UNDP were presented to NRB in April 2022. The preliminary findings include 6 priority areas which are given below:

  - o Creating effective linkages between CR and NID
  - o Maintaining continuous registration and on-boarding
  - o Improving connectivity and backend ICT infrastructure
  - o Addressing the legal framework
  - o Ensuring seamless identity proofing and verification in key sectors
  - o Ensuring financial sustainability of NRB operations

- **Monitoring and evaluation:** In the second quarter monitoring visits were conducted in the Southern Region covering Chikwawa, Blantyre, Zomba, Phalombe, Mulanje and Mangochi districts to review the registration process. The key finding and suggestions from the monitoring visit are given below:

  - a) *Problem in registering and renewing for national ID:* BRKs were in use for last 6 years and are slowing down and causing several hardware and software problems. Many a time registration officers need to re-boot the system after each registration. In some cases, it takes more than 1 hour to register one person as BRKs freeze while registering. The ICT team is working on possible solutions to address the issues with BRKs.

  - b) *Office space for District Registration Offices:* In many DROs they have only one room for operation and office staff are more than 10-15. The office cannot accommodate the staff and they also cannot do registration inside the office. They take the BRKs outside to register people which again becomes a challenge because of harsh weather conditions.

Crowed office space in Mangochi

People waiting outside Mulanje DRO for renewal and registration for new ID

c) *The backlog printing and issuance of the national ID:* The printing of national ID has been a challenge due to the low printing capacity and faulty printers in the card production facility at NRB HQ. There are more than 550,000 cards to be printed for the registrants in different categories. In addition to this the mass card renewal is in progress along with edits for mistakes, and replacements due to damage. Many people who registered and renewed their card last year have not yet received their national ID. People are beginning to lose trust in NRB.

d) *Maintenance of the motorcycle:* UNDP procured 69 motorcycles for the district registration offices to increase the outreach for NID registration and distribution. Some of the DROs have been maintaining these motorcycles and using them for NRB activities like distribution of national ID, birth certificates, collection of birth certificates from health facilities. However, in certain districts the motorcycles have not been properly maintained.

Poorly maintained motorcycles in some of the DRO Offices

e) *Birth registration kits not working:* In many districts the birth registration kits are not working, for example in Mangochi only 3 out of 10 kits are working. NRB need to maintain these and get them repaired as there is significant backlog of birth registration forms to be entered in into the system.

f) *Death registration:* Death registration has not yet improved across the districts. Only few deaths from the hospitals were recorded and uploaded into the system which is not linked to the national ID system.

Suggestions for improvement:

The above observations from the monitoring have been shared with NRB management with the following recommendations to improve the process and address the issues:

a) Redeployment of functional BRKs is essential due to limited office space. There is not enough space inside offices to accommodate fixed BRKs. The rooms are already full of the birth registration kits and other materials like printers, national IDs, birth certificates etc.

b) NRB needs to maintain the existing motorcycles for use in NRB activities. NRB should monitor all the assets and maintain a proper assets register.

c) ICT team of NRIS should immediately resolve the BRKs freezing, saving and searching problems.

d) NRB should plan for increasing office space and plan to build separate offices.

e) Birth registration kits should be repaired as soon as possible.

f) Death registration database should be integrated with the national ID databases soon to keep the NRIS database relevant and updated.

Output 3:

Government MDAs and private institutions are assisted to adopt the use of the NRIS (unique ID and the Birth Certificates).

Progress: NRIS project completed the following activities to strengthen the partnership and linkages between NRB and MDAs:

- **MoUs signed:** MoUs signed between NRB and the Directorate of Road Traffic and Safety Services (DRTSS) and the Department of Economic Planning and Development (EP&D) for the Unified Beneficiary Registry in the month of April 2022.

- **Digitization Lab organised by Presidential Delivery Unit (PDU):** The Digitalization Delivery Lab was conducted for 9 days at BICC (25th April-10th May 2022). About 130 participants participated in the lab with the objectives of defining the national digital vision, development of a data protection legal framework, focus of high impact service delivery projects and facilitating linkages between NRB and MDAs.

  It was identified that the challenges faced by NRB are primarily related to lack of funds and capacity to maintain the entire system as well as a lack of appreciation that the NRB's (current and potential) ID database should be utilised as a key national (not party or ministerial) asset that can act as a cornerstone of Malawi's Digitalisation efforts.

  For public and private sector entities to maximize benefits from the ID verification capabilities, pressing issues of process, infrastructural, policy and human resource requirements need to be addressed. The following meetings were held during the digitization lab consultations:

  o Department of Economic Planning and Development (EP&D) for the Unified Beneficiary Registry.

  o Ministry of Health to improve birth and death registration.

  o Directorate of Road Traffic and Safety Services (DRTSS) on the use of NRIS.

  o Ministry of Agriculture to improve the AIP workflows.

  o DHRMD for live integration of the civil servant's database.

  o Accountant General to digitize its revenue collection.

Output 4:

Up to 8.4 million Malawian children are registered with unique national identification (ID) numbers and issued with Birth Certificates by 2023.

Progress: The process of Mass Child Registration is an important result area to be achieved by the NRIS project. Some key planning aspects were finalized during the quarter:

- **Assessment of the tablets for Mass Child Registration:** The ICT team had a routine assessment for the tablets in the second quarter of 2022. During the exercise the team discovered that 47 tablets batteries were drained and could not be charged. During the first full assessment that the team conducted in November 2021, the team faced a similar challenge with 32 units. However, after leaving the tablets for at least 24 hours they all got fully charged and they could power on. The 47 tablets which had issues with during the most recent exercise were brought to the NRIS office for further inspection. Of them 30 have been fully charged and can power on while for the 17 batteries need to be replaced.

- **Schools as a registration centre for Mass Child Registration:** The 33rd Technical Committee suggested approved use of school as registration centre as suggested by the Technical Working Group (TWG).

Output 5:

The Project is efficiently managed, staffed and coordinated, and is implemented with national ownership.

Progress: Under this Output, the following milestones were accomplished in the reporting period:

- **New Recruitment on NRIS Projects:**

    o The new NRIS Project Manager, Azhar Saeed Malik joined the project in June 2022. He is a development professional with 20 years of experience with international organizations including UNDP, Asian Development Bank (ADB) and Canadian International Development Agency (CIDA) and has extensive experience in biometric registration systems, civil registration, election management, rule of law and local governance.

    o The recruitment process of an international ICT specialist is in progress and is expected to be completed in the next quarter.

- **33rd Technical Committee (TC) meeting:** The 33rd TC meeting was conducted on 7th April 2022 with presentations and updates on progress from UNDP, NRB and UNICEF. Following are the action items.

    o NRB to follow up on the procurement of 3 million blank cards and update in the next TC meeting.

    o NRB in collaboration with NRIS should prepare a detailed plan to clear the backlog of unprinted national IDs. This should include scenario planning with clear assumptions and timelines.

    o NRB to continue to engage the treasury to release USD 8 million for mass child registration.

    o The TC agreed with the proposed option of using schools as registration points for mass child registration. During the operation, the team to consider the inclusion of health centers as well. This will only be operationalized when funding is available for the project.

    o NRIS project should share the linkages strategy with the TC members.

    o NRIS project to send an invitation to TC members to attend a session on the key findings of the National ID ecosystem assessment jointly done by NRIS and World Bank.

3. **Progress against Results Framework Indicators**

    Refer to Annex I.

4. **Conclusion**

    The second quarter of 2022 Progress Report highlighted activities undertaken and achievements made against agreed milestones. As reported above, many of the deliverables of the project were affected by the paucity of funding. The NRIS project has been focusing on continuously supporting NRB by providing technical support and doing advocacy for linking the national ID with different remaining MDAs.

5. **Future Plans**

    Moving ahead, the project will continue to prioritize:

- **Planning for the Mass Child registration:**

    o The NRIS project will finalise the implementation plan to undertake Phase 1 also referred to as the pilot for Mass Child Registration (MCR). The entire country has been divided into 6 phases for implementing the MCR for ease of implementation.

    o Finalization, testing, and deployment of MCR tablet app for data entry of children's data, scanning of the forms and barcodes. As NRB and NRIS plan for the first phase roll out starting in October 2022, this will be completed by Sept 2022.

    o The ICT team will develop a training plan for MCR, which will include training of NRB technicians on the MCR software developed by NRIS project.

- o The project will develop the civic education plan to roll out the MCR. In partnership with UNICEF, the civic education team will develop messages for community to register their children for birth certificate. The message will be pretested so that it is very clear to the public.
- o The project will prepare a monitoring plan to monitor the civic education activities, trainings and the mass registration and distribution of birth certificates.

- **Development of e-payment system:** E-payment system needs to be introduced as currently for renewals of national IDs people are required to make several trips including payments to be made at the treasury office, which has only one office in each district. E-payment software needs to be developed, tested, and deployed to address this critical issue for the renewals to be streamlined.

- **Strategic planning workshop:** NRIS project along with other partners is planning to conduct a 3 days' workshop with key stakeholders to undertake strategic planning and priority setting in relation to National ID and CRVS with the following objectives:

  - o Develop an understanding of issues and challenges facing national registration and agree on possible solutions.
  - o Make Civil Registration and Vital Statistics (CRVS) as a forte of NRB and agree on timelines for integration.
  - o Analyse and prioritize the IT infrastructure needs of NRB in the immediate, medium, and long term.
  - o Review the current linkages of NRB with public and private institutions and agree on the way forward on methodology and solutions.
  - o Propose futuristic programmes for NRB to make it an institution leading digital transformation of Malawi.
  - o Agree on an Operational Plan for Mass Child Registration.

- **Revision of the AWP:** The annual work plan will be revised to include the provision for MCR and other priorities identified during the strategic planning workshop.

6. Financial Section

All financial data (Annexes III) presented in this report is provisional. From UNDP Bureau of Management/Office of Finance and Administration, an annual certified financial statement as of 31 December, will be submitted every year no later than 30 June of the following year. The total budget in approved Annual Work Plan for 2022 is USD 3,584,719, out of which USD 1,198,595 is the total expenditure till Q2 of 2022, which makes the utilization rate of 33%.

Annexes

Annex I: Progress against Results Framework Indicators:

Results Framework

Outcome Goal: The establishment of a permanent and continuous national registration and identification system in Malawi.
Project title and Atlas Project Number: National Registration and Identification System (NRIS). Project Number: 00100113
Outcome Indicators:
Number of MDAs and private institutions using NRIS for administrative or operational systems (Baseline 2016): 0; Target (2023): >25; Source: Official records)
Percentage of eligible resident Malawians registered and issued with an identity card (Baseline 2016: 0; Target (2023): >95%; Source: National Register, NSO)
Assessed capacity of NRB HQ (Including District Registration Offices) to operate and maintain the NRIS (Baseline 2016): None; Target (2023): Good capacity; Source: Project Evaluation Report)
Percentage of children aged 16 years and below registered and issued with a birth certificate (Baseline 2019: <5%; Target (2023): >80%; Source: National Register, NSO)
A functional and continuous health facility-based & community-based birth registration system (Baseline 2019: Suboptimal/inefficient; Target (2023): Optimal/efficient; Source: NRB
UNDP Strategic Plan (2018–2021) Outcome 2, which places an emphasis on achieving the following: "Accelerate structural transformations for sustainable development" and in particular output 2.2.1 "Use of digital technologies and big data enabled for improved public services and other government functions"
UNICEF Malawi's Country Program 2019-2023: The goal is to scale up birth registration

EXPECTED OUTPUTS	OUTPUT INDICATORS	DATA SOURCE	BASELINE		Achievements					TARGETS		Data Collection Methods and Risks
			Value	Year	2017	2018	2019	2020	2021	2022	2023	
Output 1: Up to 9 million Malawians are registered for issuance of a National	*1.1 Number of Malawians registered in the National Register as part of mass registration,*	*National Registry*	0	2016	More than 9 million							Data extraction.

Identity card in 2017	*disaggregated by gender.*											
	1.2 Number of Malawians issued with a National ID card as part of mass registration.	*NRB Records*	0	2016	More than 4 million	More than 4.5 million	More than 9 million					Data extraction.
	1.3 Proposed amendment of National Registration Act submitted to Ministry of Justice.	*Public Record*	0	2016	0	0	0	0	0	1		Public record
	1.4 Number of civic information campaigns NRB supported to deliver, which target young people and marginalised groups for continuous registration (women, elderly, disabled, etc.)	*Project records*	0	2016			5	10			10	Media monitoring reports.

Output	Indicator	Source	Baseline	Year								Data collection method
Output 2: NRIS inclusive of birth registration is transitioned to a permanent and continuous registration system.	*2.1 Number of District Registration Offices equipped for continuous registration.*	*NRB records*	0	2016	20	8	28					Spot check.
	2.2 Percentage of registrars trained in rules and procedures.	*Training records.*	0	2016	70%	30%	100%				100%	Training participation records.
	2.3 Number of Malawians issued with a National ID card as part of continuous registration.	*NRB Records*	0	2016	0	0.3 million	0.47 million	.88 million	More than 1 million	.45 million	.45 million	Data extraction
	2.4 Number of District Post Offices equipped for continuous birth registration	*NRB Records*	0	2019				65				NRB Records
	2.5 Percentage of registrars trained in rules and procedures on CRVS.	*Training records.*	0	2019				0	0		100%	NRB Records
	2.6 Percentage of village heads trained in rules and procedures on CRVS.	*Training records.*	0	2019				0	0	0	100%	Proejct records

	2.7 Number of Malawians children issued with a Birth Certificate in 2021 as part of continuous registration, gender disaggregated	NRB Records	300,000	2020					300,000	350,000	.5million	.5million	NRB Records
Output 3: Government MDAs and private institutions are assisted to adopt the use of the NRIS (unique ID and the Birth Certificates).	3.1 Number of inter-institutional agreements between NRB and Government Ministries, Departments, Agencies (MDAs)	NRB records	0	2016	0	5	>5		15				Official requests
	3.1 Number of inter-institutional agreements between NRB and Government Ministries, Departments, Agencies (MDAs) and private institutions on the use of the ID card system.	NRB records	0	2016	0	5	>5		15	>15	>20	>25	Official requests

Output	Indicator	Source	Baseline	Year								Means of verification
	3.2 Number of Government Ministries, Departments, Agencies (MDAs) and private institutions using Birth Certificate	*NRB records*	0	2019				0	0	0	>2	Official requests
Output 4: Up to 8.4 million Malawian children are registered with unique national identification (ID) numbers and issued with Birth Certificates by 2023	*4.1 Number of Malawian Children registered as part of mass registration, disaggregated by gender*	*CRVS System*	600,000	2019				*0*	0	*0*	*8.4 million*	*CRVS system*
	4.2 Number of Malawians issued with a Birth Certificate as part of mass registration, disaggregated by gender	*NRB Records*	300,000	2019				*0*	0	*0*	*More than 4 million*	*CRVS System*
	4.3 Number of civic education information campaign products developed and implemented	*Project records*	0	2019				*0*	*0*	*0*	*10*	*Civic education report*
Output 5: Project is efficiently	*5.1 Agreed M&E planned activities implemented.*	*Project records*	0	2016	No	Satisfactory	Satisfactory	Satisfactory	Satisfactory			*Evaluation*

managed, staffed and coordinated, and is implemented with national ownership	*5.2 Percentage of Quarterly Progress Report submitted on time*	*Report submissi on record*									100%	100%	*NRIS report submission record*
	5.3 Percentage of Project positions filled.	*UNDP records*	0	2016	95%	5%	100%	*42%*	*42%*	*42%*	*100%*	*UNDP records*
	5.4 Steering and Technical Committee meetings held per year (Cumulative)	*Project records*	0	2016	3 SC and 10 TC	5 SC and 19 TC	7 SC and 25 TC	8 SC and 29 TC	9 SC and 31 TC	*2 SC and 4 TC*	*2 SC and 4 TC*	*Project records*

Annex II: Active Risk Log (Updated)

#	Description	Date Identified	Type	Impact & Probability	Countermeasures / Management Response	Owner	Updated by	Last Update	Status History
7	Adequate data protection provisions	20 Oct 16	Legal Total: 12 P = 4 I = 4	Failure to protect privacy and data can undermine confidence in registering and erodes the right to privacy of individuals.	A review of the National Registration Act and development of amendments is part of the Project deliverables. The introduction of the Electronic Transactions Bill will strengthen rights to privacy and data protection. The Electronic Transaction Bill was passed by Parliament on 04 July 2016. On Data Protection Act, UNDP team will be working with the World Bank team to support the development of comprehensive Data Protection. Act for Malawi. World Bank is leading this through their supported Digital Malawi project.	UNDP /GoM	CTA	1 Oct 2020	**Amended**. (02 October 2017) 2017) P amended from 3 to 4 given the level of current data protection provisions in Malawi. **NoChange.**(1 Oct 2020)
8	Network connectivity	20 Oct 16	Operational Total: 10	Limited or unstable access to connectivity can undermine data movement and synchronization during continuous registration. P = 5 I = 3	NRB and E-Government will ensure that systems for data transfer have been developed. UNDP will support.	GoM	CTA	1 Oct 2020	**Amended.** (01 December 2017) **No change.** (1 Oct 2020)
17	Occupational health and safety and working conditions are not up to relevant labour standards (SES Standard 3)	30 Nov 2019	Ops Total:20	Previous SECU investigation of NRIS project identified several findings and recommendations related to OSH and working conditions that will inform project labour management moving forward.	Labour management procedures will be developed for the project that set out the conditions in which project workers will be employed or engaged and managed, in accordance with applicable labour laws, rules and regulations and UNDP's SES. This will include an analysis and	NRB and UNDP	CTA/PM	1 Oct 2020	New Risk change (03 Sep 2019) **No change** (1 Oct 2020)

				P=3 I=4	clarification of applicable labour requirements, including for health and safety and working conditions. Measures will be taken to address malaria and poor water quality in rural areas and provision of First Aid kits in case of emergency.					
18	Registration Officers or and/or citizens' complaints are not heard or resolved properly	30 Nov 2019	Ops Total:20	Enhance grievance redress systems to those potentially impacted though the submission of formal complaints P=3 I=4	A formal complaint system will be established which will be part of the pre-deployment briefing, The details of the grievance mechanism for project workers will be spelled out in the labour management procedures for the project. A workplace grievance mechanism (distinct from the project-level grievance mechanism) is provided for all project workers to raise labour concerns. The mechanism will be easily accessible to project workers who are to be informed of the grievance mechanism at the time of recruitment and the measures to protect them against any reprisal for its use. The grievance mechanism shall not impede access to other judicial or administrative remedies that might be available under applicable laws, regulations or rules or through existing arbitration procedures, or substitute for grievance mechanisms provided through collective agreements, if applicable.	NRB and UNDP	CTA/PM	1 Oct 2020	New Risk change (03 Sep 2019) **No change** (1 Oct 2020)
19	Potential cases of sexual harassment	30 Nov 2019	Ops Total:20	Precautionary measures are being implemented to ensure that sexual harassment is avoided. At the same time, the cases of sexual harassment should be reported and pursued with zero tolerance as per UN rules.	Before the deployment to the field, UNDP and UNICEF will hold prevention of sexual harassment and safeguarding sessions as part of the training program for ROs. Formal engagement and subsequent agreement are being undertaken with the	NRB and UNDP	CTA/PM	1 Oct 2020	New Risk change (03 Sep 2019) **No change** (1 Oct 2020)

				P=3 I=4	Ministry of Gender on gender-related concerns and more specifically on the team composition.				
20	Delays in the deployment and retrieval of ROs leading to deployments extending beyond 21 days	18 June 2020	Ops Total:20	The prolonged stay of registration officers in rural areas may affect their living conditions. P=3 I=4	Labour management procedures will be developed for the project that set out the conditions in which project workers will be employed or engaged and managed, in accordance with applicable labour laws, rules and regulations and UNDP's SES. This will include an analysis and clarification of applicable labour requirements, including wages and salaries.	NRB and UNDP	CTA/PM	1 Oct 2020	New Risk change (03 Sep 2019) **No change** (1 Oct 2020)
21	Safeguarding children during the child registration exercise	18 June 2020	Operational	During the mass registration for birth certificates children might pose a risk from adults and other children P=3 I=4	Safeguarding policies and procedures of UNICEF will be implemented to ensure that every child, regardless of their age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation, has a right to equal protection from harm.	NRB, UNICEF and UNDP	DFID	1 Oct 2020	New Risk change (18 June 2020) **No change** (1 Oct 2020)
22	Public trust in NRB and database	18 June 2020	Operational	Due to the strong allegations made that minors were being registered most particularly by the Temporary Registration Officers that were carrying out ID Registration during the MEC Voter Registration, the NRB P=3 I=4	NRB will thoroughly check, verify, and properly adjudicate the ID data that was captured during the Voter Registration exercise before being processed further for issuance of ID	NRB	Irish AID	1 Oct 2020	New Risk change (18 June 2020) **No change** (1 Oct 2020)
23	Availability of finance for the implementation of Mass Child Registration	1 Oct 2020	Financial	Due to delay in the implementation of the child mass registration and use of the fund for other project activities the required funding may be affected. P=5, I=5	NRB will ensure that the government funding is released on time as this is contingent to other donors funding.	NRB, UNDP and UNICEF	UNDP	1 Oct 2021	New Risk (1 Oct 2020)

24	A second/third wave of COVID-19 may delay the implementation of the mass child registration	2 Dec 2020	Operational	Covid-19 is being managed adequately to date in Malawi but should a second wave may occur which extends the impact of the pandemic, this may affect some of the procurement processes like procurement of birth certificates from outside the country and deployment of temporary staff to the field. P=4 I=4	The project will closely monitor the progression of the pandemic and will adapt the project implementation schedule accordingly if any change is required.	NRB, UNDP and UNICEF	UNDP	2 Dec 2020	New Risk (2 Dec 2020)
25	Issues related to the fraudulent practices by NRB Registration Officers	2 Dec 2020	Operational	NRB has detected cases of fraud where either foreigner without valid permits or refugees have been registered as Malawian Citizens and have illegally been issued with National IDs. P=3 I=4	The NRB has issued an internal circular to all DROs reminding all Registration Staff to strictly adhere to the SOPs, NRA and NRR. Disciplinary action through Suspension/Interdictions as well as issuing of formal warnings has been undertaken on some staff members. Security in the Card Printing Facility will be enhanced with restricted biometric access and CCTV surveillance. Modification of the NRIS system to introduce enhanced security features and more stringent approval levels.	NRB	Technical Committee	(16 Nov 2021)	New Risk 2 Dec 2020 **No change** (16 Nov 2021)
26	Availability of blank national ID cards for printing	7 April 2022	Operational	UNDP handed over 1 million cards in March 2022 to NRB and 700,000 is the backlog. Once the backlog is cleared only 300,000 cards remained which is below the threshold limit (The threshold limit is 500,000). P=5 I=5	The procurement of 3 million cards by NRB is delayed.	NRB	UNDP	7 April 2022	New Risk 7 April 2022

Note: P stands for Probability and I stand for Impact

Annex III: Financial Utilization

A. 2022 Second Quarter Expenditure Summary Report:

AWP Variance Analysis Q2					
OUTPUTS NAME	Annual Budget (USD)	Q1 expenditures (US Dollar)	Q2 Expenditures (US Dollar)	Total Expenditures	Utilisation %
Output 1: Up to 9 million Malawians are registered and issued with a National Identity card in 2017	-	46,641	-	46,641	
Output 2: NRIS inclusive of birth registration is transitioned to a permanent and continuous registration system	1,385,000	727	107,361	108,088	
Output 3: Up to 8.4 million children are registered and issued with Birth Certificate	-	376,880	-	376,880	
Output 4: Government MDAs and private institutions are assisted to adopt the use of the NRIS (unique ID and the Birth Certificates)	480,000	6,448	100,834	107,282	
Output 5: The project is efficiently managed, staffed and coordinated, and is implemented with national ownership	1,199,186	238,922	284,226	523,148	
Technical Support for Unforeseen Capacity Gaps (5%)	268,650	-	-	-	
UNDP Procurement Support Office (PSO) (4.5%)	-	-	-	-	
General Management Service Fees (GMS) (variable)	251,883	11,935	24,621	36,556	
TOTAL	**3,584,719**	**681,553**	**517,042**	**1,198,595**	**33%**