AREAS FOR ASSESSMENT	ASSESSMENT QUESTIONS	REFERENCE DOCUMENTS AND INFORMATION SOURCES
	duties for receipt, handling and custody of funds? How does the organization ensure physical security of advances, cash and records? Does the organization have clear written procedures and internal controls governing payments? How does the organization ensure that expenditures conform to their intended uses? Does the organization have a policy requiring two signatures for payments over a defined limit? Is there any evidence of non-compliance with financial rules and procedures? *Yes the organization has a bank account and follows GoM rules for segregation of duties in the Accounts section.* *Advances are maintained in the bank account. There is no evidence of non-compliance with financial rules and procedures.* *The physical security of advances and cash is ensured through the insistence of using a cheque based payments system while records are stored both electronically and physically in secure, fire proof cabinets.*	regulations
4. Accounting and financial reporting	Are accounts established and maintained in accordance with national standards or requirements? When and to whom does the organization provide its financial statements? Can the organization track and report separately on the receipt and use of funds from individual donor organizations? Is there any evidence of deficiencies in accounting or financial reporting? *Accounting records meet national accounting standards.* *Financial statements are provided to the UNDP, Ministry of Finance and the Auditors on a quarterly basis and upon request.* *Funds are managed through a designated Environment and Energy project account.*	Description of accounting system and reporting arrangements Financial reports
5. Audit	Is the organization subject regularly to external audit? Is audit conducted in accordance with international audit standards? Are audit findings public? If so, have the organization's financial audits produced any significant recommendations for strengthening of financial systems and procedures? Have audits identified instances non-compliance with rules and procedures or misuse of financial resources? What has been done to carry out audit recommendations? *The project is audited on an annual basis by UNDP appointed external auditors in accordance with international standards.* *Audit reports, though not published, are public documents.* *The National Audit Office also conducts audits for EAD's implementing partners, also on an annual basis. So far, there has been major findings regarding deficiencies in accounting and financial reporting in the last audit report for 2011 which resulted in a change of financing modality from Direct Cash Transfer to Direct Payment. This is an interim arrangement to enable EAD improve its financial management systems.* *Donor and Internal follow up meetings have been held to ensure audit recommendations are carried out.*	Audit reports Audit follow up reports

Annex 4: Climate Change in Malawi

Recent Climate Trends: Temperature[24]

- Mean annual temperature has increased by 0.9°C between 1960 and 2006, an average rate of 0.21 ° C per decade. This increase in temperature has been most rapid in summer (December-December-January, DJF) and slowest in spring (September–October-November, SON).
- Daily temperature observations show significantly increasing trends in the frequency 'hot' days[25] and nights in all seasons.
- The average number of 'hot' days per year in Malawi has increased by 30.5 (an additional 8.3% of days) between 1960 and 2003. The rate of increase is seen most strongly in DJF when the average number of hot DJF days has increased by 3.9 days per month (an additional 12.7% of DJF days) over this period.
- The average number of 'hot' nights per year increased by 41 (an additional 11.1% of nights) between 1960 and 2003. The rate of increase is seen most strongly in DJF when the average number of hot DJF nights has increased by 5.5 days per month (an additional 17.6% of DJF nights) over this period.
- The frequencies of cold days and nights[26] have decreased significantly since 1960 in all seasons except SON.
- The average number of 'cold 'days per year has decreased by 16 (4.3% of days) between 1960 and 2003. This rate of decrease is most rapid in autumn (March-April-May, MAM) when the average number of 'cold' MAM days has decreased by 2.4 days per month (7.2% of MAM days) over this period.
- The average number of 'cold' nights per year has decreased by 33 (8.9% of days). This rate of decrease is most rapid in MAM when the average number of cold MAM nights has decreased by 3.2 nights per month (10.4% of MAM nights) over this period.

Recent Climate Trends: Precipitation[24]

- Year-to-year variability in rainfall is very strong in Malawi and this can make it difficult to identify long term trends. Observations of rainfall over Malawi do not show statistically significant trends. Wet-season (DJF) rainfall over Malawi in 2006 was particularly low, causing an apparent decreasing trend in DJF rainfall but there is no evidence of consistent decreases.
- There are no statistically significant trends in the extremes indices calculated using daily precipitation observations.

GCM Projections of Future Climate: Temperature[24]

- The mean annual temperature is projected to increase by 1.1 to 3.0°C by the 2060s, and 1.5 to 5.0°C by the 2090s. Under a single emissions scenario, the projected changes from different models span a range of up to 2.1°C.
- All projections indicate substantial increases in the frequency of days and nights that are considered 'hot' in current climate.
- Annually, projections indicate that 'hot' days will occur on 14 to 32% of days by the 2060s, and 15 to 53% of days by the 2090s.
- Nights that are considered 'hot' for the annual climate of 1970 to 1999 are projected to increase more quickly that 'hot' days, occurring on 27 to 53% of nights by the 2060s and 31 to 72% of nights by the 2090s. Nights that are considered 'hot' for each season compared with 1970 to 1999 standards are

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[24] Malawi: UNDP Climate Change Country Profiles (http://country-profiles.geog.ox.ac.uk)

[25] 'Hot' day or 'hot' night is defined by the temperature exceeded on 10% of days or nights in current climate of that region and season

[26] 'Cold' days or 'cold' nights are defined as the temperature below which 10% of days or nights are recorded in current climate of that region or season.

projected to increase particularly rapidly in DJF, occurring on 47 to 99% of nights in every season by the 2090s.

- All projections indicate decreases in the frequency of days and nights that are considered 'cold' in current climate. These events are expected to become exceedingly rare, and do not occur at all under the highest emissions scenario (SRES scenario A2) by the 2090s.

GCM Projections of Future Climate: Precipitation[24]

- Projections of mean rainfall do not indicate substantial changes in annual rainfall. The range of projections from different models is large and straddles both negative and positive changes (-13% to +32%). Seasonally, the projections tend towards decreases in dry season rainfall (June-July-August, JJA and SON), and increases in wet season rainfall (DJF and MAM).
- Projected changes in JJA rainfall range from -77 to +48% with ensemble median changes of -5 to -18% and in SON, -63 to +40% with ensemble median values -7 to - 20%.
- Projected changes in DJF rainfall range from -8 to +25% with ensemble median changes of 4 to +11% and in MAM, -17 to +99% with ensemble median values of +1 to +7%.
- Overall, the models consistently project increases in the proportion of rainfall that falls in heavy events in the annual average under the higher emissions scenarios (A2 and A1B), of up to 19% by the 2090s. These increases mainly arise from increases in heavy events in the wet- seasons, DJF and MAM, and are partially offset by decreases in JJA and SON.
- The models consistently project increases in 1- and 5-day rainfall maxima by the 2090s under the higher emissions scenarios, of up to 26mm in 1-day events, and 39mm in 5-day events. These also generally increase in DJF and MAM, but decrease in JJA and SON.

Annex 5: Summary of Key Priority Areas Related to Climate Change[27]

Key Priority Area	Goal	Medium Term Expected Outcomes
1.Agriculture and Food Security		
1.1 Agricultural Productivity and Diversification	Increase agricultural productivity and diversification.	· Increased smallholder farmers' output per unit area; · Increased agricultural diversification; · Increased production of high value agricultural commodities for exports; · Improved agricultural research, technology generation and dissemination; · Increased livestock and fish production; · Reduced land degradation.
1.2 Food Security	Ensure sustained availability of food to all Malawians at alltimes at affordable prices.	· Food self – sufficiency at household and national levels; · Increased and sustained food accessibility; · Enhanced agricultural risk management.
4.0 Education, Science and Technology		
4.1 Education	Improve access to quality and relevant education.	· Expanded equitable access to education; · Improved quality and relevance of education; · Improved management and governance of the education system.
4.2.Science and Technology	Enhance the contribution of research, science and technology to national productivity and competiveness.	· Well-coordinated science and technology generation and dissemination; · Improved operation of Research and Development institutions; · Increased adoption of appropriate technologies.
5.0 Public Health, Sanitation, Malaria and HIV and AIDS Management		
5.1 Public Health	Control and prevent occurrence and spread of diseases.	· Reduced incidence and prevalence of diseases; · Improved maternal and child health; · Increased and sustained coverage of high quality EHP services; · Reduced health risk factors among the population; · Improved equity and efficiency in the delivery of EHP; · Strengthened performance of health support systems.
5.2 Sanitation	Ensure use of improved sanitation facilities and adoption	· Improved hygiene practices; · Increased access and usage of improved sanitation facilities; and of safe hygiene practices. · Improved management and disposal of waste.
5.3 Malaria	Reduce malaria-related morbidity and mortality.	· Reduced incidence of malaria; · Increased coverage of malaria prevention; and · Increased access to appropriate malaria treatment.
6.0 Integrated Rural Development	Improve rural livelihoods.	· Improved local governance systems and structures; · Well coordinated local development planning; · Improved investment in rural areas; · Increased rural incomes; · Strengthened rural participation in development programmes; · Reduced rural-urban migration.
7.0 Green Belt Irrigation and Water Development		

[27]Source: MDGS II, Table 5.1

Key Priority Area	Goal	Medium Term Expected Outcomes
7.1 Green Belt Irrigation	Increase agricultural production and productivity through intensification of irrigation	· Increased land under irrigation; · Reduced dependence on rain-fed agriculture; · Increased agricultural production and productivity; · Increased household income levels.
8.0 Child Development, Youth Development and Empowerment		
8.1 Child Development	Ensure that children grow into productive and responsible citizens.	· Improved equitable access to quality child development services; · Reduced number of children living below the poverty line; · Strengthened national child protection systems to reduce children's vulnerability to violence, abuse, and exploitation.
9.0 Climate Change, Natural Resources and Environmental Management		
9.1 Climate Change Management	Enhance resilience to climate change risks and impacts.	· Improved climate change mitigation and adaptation measures.
9.2 Natural Resources and Environmental Management	Ensure sustainable management and utilization of the environment and natural resources	· Improved environmental and natural resource management; · Improved regulatory framework for harmonized environmental and natural resource management; · Reduced environmental pollution and degradation.

Annex 7 – Climate Change Technical Committee TORs

TERMS OF REFERENCE FOR THE CLIMATE CHANGE TECHNICAL COMMITTEE IN MALAWI

1. Background

Operating under the Climate Change Steering Committee, the Technical Committee is composed of key stakeholders in the field of Climate Change and related sectors. This committee was first established in 1998, and was formalised in 2008 to suit the NCCP. The stakeholders met on 8th September 2008 and agreed to establish an institutional framework and structure for planning, development, coordination and monitoring of climate change programmes in the Malawi.

The Technical Committee will provide a platform for efficient and effective implementation of national, regional, and global partnerships on climate change. This provides n institutional framework for national and international co-operation; embracing a holistic approach to climate change interventions towards development of adaptation and mitigation initiatives through partnerships between Government agencies, the private sector, NGOs, CBOs, academia, and local communities.

2. Purpose

To provide a technical forum for discussion of interventional programmes on climate change. It will also enhance collaborative project development and implementation, with a view to optimize the contribution of climate change abatement and mitigation programmes to sustainable development.

3. Functions

Through the Technical Committee, Government and the development partners will seek to:

a) Oversee technical implementation of national climate change programmes and initiatives.

b) Develop and encourage collaborative project activities in the field of climate change adaptation and mitigation;

c) Foster the exchange of information, knowledge, skills, and technologies by identifying and promoting potential areas of bilateral and multilateral collaboration on climate change research and development activities.

d) Facilitate climate change integration into national initiatives and designs on socio -economic development programmes.

e) Foster analysis of climate change impacts and implications on environment, agriculture, [food security], biodiversity, land use, water, forestry, fisheries, and other sectors.

f) Provide a forum to analyze and develop recommendations on technical guidance and standards on climate change matters and related programmes.

g) Increase public awareness and education on climate change and its impacts on national development programmes.

h) Provide technical advice in the identification of priorities and strategies for adaptation and mitigation programmes;

i) Provide technical advice on assessments of climate change impacts at the sectoral level for the given priorities identified in the climate change programmes.

j) Develop a clear strategy to link the climate change programmes with outputs to national development planning and other thematic areas of the United Nations Conventions especially desertification/land degradation and biodiversity conventions.
This includes assessment of institutional arrangements/stakeholders engagement required for sectoral or national planning; and development of frameworks for assessing how the above linkages can be monitored and measured in the short and long terms using realistic indicators.

k) Develop a technical training strategy to strengthen the national capacity needed to carry out climate change activities and studies.

l) Assess regularly the performance of climate change programmes in meeting user requirements for information products and services;

m) Facilitate development of scientific and technical strategies as well as sound plans, through the advice of the Climate Change Steering Committee;

n)

o) Facilitate development of scientific and technical strategies as well as sound plans, through the advice of the Climate Change Steering Committee;

p) Facilitate the implementation of policy actions and plans through national and regional initiatives and subsidiary bodies of the UNFCCC, as appropriate, including consideration of the socio-economic benefits and the identification and mobilization of needed resources;

q) Assist in developing the capacity of all key sectors to contribute to and benefit from Climate Change Programmes and in particular aid the sectors to acquire and make best use of information products and services derived from the UNFCCC;

r) Develop recommendations for the consideration of the sponsoring organizations on priority needs for Climate Change Programmes development, coordination and implementation;

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4. Organization

The Technical Committee on Climate Change and the Secretariat will be constituted as proposed in Annex 2. Stakeholders will appoint one representative and one alternate member to the committee.

When making appointments, the stakeholders will seek to establish a balanced representation of technical experts with economic, environmental, social and scientific background in the Committee.

Other experts with economic, environmental, social and other scientific background may be co-opted into Committee meetings as deemed necessary by the appointed representatives.

It will provide strategic technical guidance to the programme and periodically review the programmes of collaboration undertaken by the stakeholders including development partners,

This will include a review of the institutional and organizational structures if necessary, and provide direction and instructions for actions to the Secretariat.

The Committee should meet at least four times once a year, at times and places to be determined by its appointed representatives.

A majority of the members of the Committee present at a meeting constitute a quorum for the transaction of business. The decisions of the Committee will be made by consensus.

The principal coordinator of the Committee Meetings and partners' communications and activities will be the Secretariat.

The Secretariat will:

a) Organize the meetings of the Committee

b) Arrange special activities such as workshops, seminars and experts meetings [wherever necessary],

c) Receive and forward new membership requests to the Committee,

d) Coordinate communications with regard to the Climate Change Programme activities and their status,

e) Serve as a clearinghouse of information on policy developments and technological information on Climate Change,

f) Maintain procedures and responsibilities for key functions that are approved by the Steering Committee,

g) Facilitate synergies with other relevant international initiatives and processes in the field of Climate change;

h) Perform other tasks and duties as the Technical Committee directs.

The Ministry responsible for Environmental Affairs [and Natural Resources] will support the Secretariat. The Secretariat will be hosted at Environmental Affairs Department [EAD] Headquarters in Lilongwe.

4. Membership

These Terms of Reference establish a framework for cooperation, technical assistance, development programmes, and collaboration on matters of climate change.

The Committee may invite other entities to join the programme and become stakeholders through acceptance of the Terms of Reference.

Technical and other experts from within and outside the proposed programme structures may participate in activities conducted under the auspices of the Technical Committee if necessary.

5. Funding

The preferred funding arrangement is the "basket funding" modality in order to effectively and synchronize the initiatives on climate change in a manner similar to the sector-wide approach.

6. Commencement, Modification, Termination and Extension

a) These Terms of Reference will commence on 1st October 2008 and will continue in effect for 10 years unless extended or terminated by decision of the Committee.

b) These Terms of Reference may be extended or modified by decision of the Committee.

Short-Mid Term Actions

In the short term the Technical Committee, under the guidance of the Steering Committee will seek to:

1. Update the inventory of existing networks, initiatives and institutions dealing with Climate Change in order to avoid duplications, and allow integration and leverage of international programmes;

2. Identify gaps in knowledge or areas of weak understanding on matters of climate change;

3. Carry out scoping of feasibility studies for capacity building activities, in cooperation with development partners;

4. Establish mechanisms for raising awareness and dealing with issues of Climate Change in the country.