

## **OPERATION EVALUATION**

Malawi Country Programme 200287 (2012-2016)

A Mid-term Evaluation of WFP's Operation from  
January 2011-March 2014: Supplementary Annex

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## **SUPPLEMENTARY ANNEX**

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### Annex 7: List of persons and institutions interviewed

#### Key Informants

##### Summary:

No. of key informants: 170 (116 males/54 females)

No. of WFP: 20 (10 males/10 females)

No. of Government of Malawi informants: 32 (26 males/6 females)

No. of schools: 26

No. of health centres: 18

No. of districts: 9

	NAME	SEX	POSITION	OFFICE	DISTRICT
1	Chris MacLulich	M	Country Director	Mary's Meals	Blantyre
2	Panji Kajani	M	Head of Programs	Mary's Meals	Blantyre
3	Charles Ndalama	M	Logistics Assistant – Commodity Tracking	WFP sub-office	Blantyre
4	Louis Kamanga	M	Logistics Assistant – Operations	WFP sub-office	Blantyre
5	Rachel Chabwera	F	Logistics Officer	WFP sub-office	Blantyre
6	Feston Mpulula	M	Medical Officer	Alumenda HC	Chikwawa
7	Jean Chomanika	F	Nurse/Midwife	Alumenda HC	Chikwawa
8	Binosi Malunga	M	PTA Chairperson	Chimpambana School	Chikwawa
9	Michael Tambala	M	Head Teacher	Chimpambana school	Chikwawa
10	Charles Muyanika	M	District School Health and Nutrition Coordinator	DEM	Chikwawa
11	Foster Alubano	M	Desk Officer Primary Education	DEM	Chikwawa
12		M	School Health and Nutrition coordinator	DEM	Chikwawa
13	Amba Majitu	F	District Health Officer	DHO	Chikwawa
14	Andrew Mzaya	M	Assistant District Nutrition Coordinator	DHO	Chikwawa
15	John Mugawa	M	District Nutrition Coordinator	DHO	Chikwawa
16	Chikondi Majidi	M	District Health Officer	DHO	Chikwawa
17	John Sande	M	Senior Health Surveillance Assistant – WFP SMP Focal Point	Kasinthula Health Centre	Chikwawa
18	Mertha Banda	F	Senior Health Surveillance Assistant	Kasinthula Health Centre	Chikwawa
19	Monica Dovu	F	Health Surveillance Assistant	Kasinthula Health Centre	Chikwawa
20	Joe Raphael	M	Teacher/Stores	Konzere School	Chikwawa
21	Vincent Makolo	M	Head Teacher	Konzere School	Chikwawa

22	Steve Mataka	M	PEA	Konzere Zone	Chikwawa
23	Brighton M. Mafunga	M	Head teacher	Makanga school	Chikwawa
24	Davis L. Banda	M	Dep. Head teacher	Makanga school	Chikwawa
25	Jeffrey Tembo	M	Health Surveillance Assistant	Ndakwera Health Centre	Chikwawa
26	Farles Mbewe	F	Home craft worker	Ngabu Rural Hosp	Chikwawa
27	Noel Kabudula	M	HSA/HTC Coordinator	Ngabu Rural Hosp	Chikwawa
28	Remedy Fellow	M	Teacher/Storekeeper	Njereza School	Chikwawa
29	Canock Dickson	M	Head teacher	Njereza school	Chikwawa
30	Chiputula	M	Deputy Head Teacher	Njereza school	Chikwawa
31	H. Dickson	M	Head teacher	Njereza school	Chikwawa
32	Frackson Pemba	M	PEA Representative	Njereza TDC	Chikwawa
33	Daniel Zidana	M	Social Services Support Officer	Social Welfare	Chikwawa
34	Fabiano Butani	M	Child Protection Worker	Social Welfare	Chikwawa
35	Joseph Silulu	M	Desk Officer School Meals Program	Social Welfare	Chikwawa
36	Lyssan Mungasanje Phiri	M	Child Protection Worker	Social Welfare	Chikwawa
37	Clare Jailosi	F	Home craft Worker	St Montfort Health Centre	Chikwawa
38	Getrude Kachule	F	Community Nurse	St Montfort Health Centre	Chikwawa
39	Prisca Banda	F	Home craft worker	St Montfort Health Centre	Chikwawa
40	Tendai Pepeyao	F	Home craft worker	St Montfort Health Centre	Chikwawa
41	Mr. Mangwiza	M	Head teacher	Thabwani school	Chikwawa
42	S. Lenzo	M	Dep. Head teacher	Thabwani school	Chikwawa
43	Abeeba Banda	F	Field Monitoring Assistant	WFP	Chikwawa
44	Annie Mlangeni	F	Program Assistant – M&E	WFP	Country Office
45	Baton Osmani	M	Deputy Director	WFP	Country Office
46	Chaliza	F	School Feeding Program Officer	WFP	Country Office
47	Coco Ushiyama	F	Country Director	WFP	Country Office
48	Duncan Ndlovu	M	DRR Officer	WFP	Country Office
49	Elie Iyakaremye	M	Head of Programs	WFP	Country Office
50	Emma Chimzukira	F	Program Assistant - Nutrition	WFP	Country Office
51	Grace Makhalira	F	M&E Officer	WFP	Country Office
52	Haruko Tanaka	F	Program Assistant – M&E	WFP	Country Office

53	Hulte	F	Pipeline	WFP	Country Office
54	Joshua Wundelich	M	Program Assistant – M&E	WFP	Country Office
55	Mervin	M	Pipeline	WFP	Country Office
56	Mutinta Hambayi	F	Program Manager & Nutrition Technical Advisor	WFP	Country Office
57	Olison Mapemba	M	Head of Logistics	WFP	Country Office
58	Phillip	M	P4P Acting Coordinator	WFP	Country Office
59	Catherine Chidzenje	F	Stores	Chalizya School	Kasungu
60	Edward Mtonga	M	Head Teacher	Chalizya School	Kasungu
61	Johnsen Chingaipe	M	Deputy Head Teacher	Chalizya School	Kasungu
62	G K Unyolo	M	Deputy Head Teacher	Champhemvu School	Kasungu
63	Peter Nyirongo	M	Head Teacher	Champhemvu school	Kasungu
64	Mr. Chisale	M	Dep. Head teacher	Chankhalamu School	Kasungu
65	Mrs Gwede	F	Head teacher	Chankhalamu School	Kasungu
66	M. Chimangeni	F	Head teacher	Chilembwe School	Kasungu
67	S. Kamchere	M	Stores keeper	Chilembwe School	Kasungu
68	Austin Nkhata	M	Head teacher	Chisemphere School	Kasungu
69	Wilson Dombola	M	Stores keeper	Chisemphere School	Kasungu
70	Emmanuel Kathewera	M	Head Teacher	Chulu school	Kasungu
71	Maggie Nyirenda	F	Stores	Chulu School	Kasungu
72	Melvin Munthali	M	PEA	Chulu Zone	Kasungu
73	Evelyn Mjima	F	Deputy DEM	DEM	Kasungu
74	Florence Kasiya	F	District School Health and Nutrition Coordinator	DEM	Kasungu
75	Serah Phiri	F	School Meals Coordinator	DEM	Kasungu
76	Mr. Chirwa	M	Stores keeper	Kasasanya school	Kasungu
77	Mr. Moyo	M	PEA	Kasasanya TDC	Kasungu
78	M. Kasimu	M	Head teacher	Kasikidzi	Kasungu
79	H Z Zimba	M	Deputy Head teacher/Stores	Kawinama School	Kasungu
80	L E M Chisikwa	M	Head teacher	Kawinama School	Kasungu
81	Emmanuel Chipokosa	M	Stores	Nthema school	Kasungu
82	Japhet Kanyambwalika	M	Assistant Head Teacher	Nthema School	Kasungu
83	Pauline Kakwela	F	Stores	Nthembwe school	Kasungu
84	Sara Chisemphere	F	Deputy Head Teacher	Nthembwe school	Kasungu
85	G. Chisale	M	Dep. Head teacher	Vikwa school	Kasungu
86	Maria Chimwanya	F	Stores keeper	Vikwa school	Kasungu
87	Steve Khuleya	M	Field monitoring Assistant	WFP	Kasungu

88	Steven Lirani	M	Assistant Dep. Head teacher	Chalimba school	Lilongwe
89	Zione Kalinde	F	Dep. Head teacher	Chalimba school	Lilongwe
90	Fumakazi Munthali	F	Social Development Advisor	DFID	Lilongwe
91	Ben Yasin	M	Chief Environmental Affairs	Environmental Affairs	Lilongwe
92	Michael Makonombera	M	Assistant Director	Environmental Affairs	Lilongwe
93	Alick Nkhoma	M	Assistant Resident Representative	FAO	Lilongwe
94	Dr V Wium	M	Charge de Affaires/CD	Iceland/ICEIDA	Lilongwe
95	I S Mazoni	M	Deputy Head Teacher	Mdzobwe school	Lilongwe
96	Sylvester G Malenga	M	Head teacher	Mdzobwe school	Lilongwe
97	Dr M Magwira	M	Principal Secretary	Ministry of Education & ST HQ	Lilongwe
98	Francis Chalamanda	M	National ECD Coordinator	Ministry of Gender	Lilongwe
99	Janet Guta	F	Deputy Director Clinical Services (Nutrition)	Ministry of Health	Lilongwe
100	Sylvester Kathumba	M	CMAM Program Manager	Ministry of Health	Lilongwe
101	Cassons Phiri	M	Nutrition Officer	MoEST HQ	Lilongwe
103	Charles Mazinga	M	Head of School Feeding	MoEST HQ	Lilongwe
104	Dr Joseph Chimombo	M	Director of Basic Education	MoEST HQ	Lilongwe
105	Lanken Nkhata	M	Education MIS, Planning Dept	MoEST HQ	Lilongwe
106	Martin Masache	M	Education MIS, Planning Dept	MoEST HQ	Lilongwe
107	Rodrick Nthengwe	M	Deputy Director of Basic Education	MoEST HQ	Lilongwe
108	Monica Stensland	F	Second Secretary	Royal Norwegian Embassy	Lilongwe
109	Alice Shackelford	F	Country Representative	UN Women	Lilongwe
110	Richard Bailey	M	Head of Resident Coordinators Office	UNDP	Lilongwe
111	Boniface Banda	M	ECD Specialist	UNICEF	Lilongwe
112	Charles Nabongo	M	Chief Basic Education and Youth Development Officer	UNICEF	Lilongwe
113	Milandu Mwale	F	Education Specialist – BE&YD	UNICEF	Lilongwe

114	Piyali Mustaphi	F	Chief Nutrition Officer	UNICEF	Lilongwe
115	Christine Djondo	F	Education Office Director	USAID	Lilongwe
116	Emmanuel Ngulube	M	Food For Peace Officer	USAID	Lilongwe
117	Steven Sibande	M	Food Security Officer	USAID	Lilongwe
118	Dr Susan Kalanda	F	National Professional Officer – Nutrition, Child Health, Adolescent Health	WHO	Lilongwe
119	E Kasiya Mrs	F	District Nutrition Officer	District Hospital	Machinga
120	Francis Nthonga	M	Health Centre In-Charge	Kawinga Health Centre	Machinga
121	Mr Phiri	M	HSA	Kawinga Health Centre	Machinga
122	Virginia Magwira	F	Senior HSA-SFP Focal person	Kawinga Health Centre	Machinga
123	Mrs Aggripa	F	Ass Health Centre In-Charge	Mlomba Health Centre	Machinga
124	Patrick Makaika	M	HSA-SFP Focal person	Mlomba Health Centre	Machinga
125	Charles Thomoto	M	HSA	Namandanje Health Centre	Machinga
126	Fashion Moleni	F	HSA-SFP Focal person	Namandanje Health Centre	Machinga
127	Harold Mwanga	M	HSA-OTP Focal person	Namandanje Health Centre	Machinga
128	Mr Kapite	M	HSA	Namandanje Health Centre	Machinga
129	Patricia Kambewa	F	Home craft worker	Namandanje Health Centre	Machinga
130	Harrisons Namazombe	M	District School Health and Nutrition Coordinator	DEM	Phalombe
131	L. L. Chakhota	M	DEM	DEM	Phalombe
132	Chisomo Suluma Mrs	F	Nutrition/Maternal & Child Health Coordinator	District Hospital	Phalombe
133	Davis Chabuka	M	Deputy DHO	District Hospital	Phalombe
134	J Z Phiri	M	Ass Environmental Health Officer/TB Program Coordinator	District Hospital	Phalombe
135	Chimwemwe Mauliso	F	HSA	Kaunde Health Centre	Phalombe
136	Chrispine Walamwa	M	HSA	Kaunde Health Centre	Phalombe
137	Frank Kanjona	M	HSA	Kaunde Health Centre	Phalombe

138	Hilda Ngudeyi	F	HSA – SFP Focal Person	Kaunde Health Centre	Phalombe
139	Joyce Nkonkho	F	HSA	Kaunde Health Centre	Phalombe
140	Judith Phameya	F	HSA	Kaunde Health Centre	Phalombe
141	Maureen Guzani	F	HSA	Kaunde Health Centre	Phalombe
142	Aaron Dickson	M	HSA-OTP Focal person	Migowi Health Centre	Phalombe
143	Enipher Benson	F	HSA-TB Assistant Focal person	Migowi Health Centre	Phalombe
144	Labila Ukasha	F	HSA-TB Focal person	Migowi Health Centre	Phalombe
145	Moffat Kuseli	M	HSA-SFP Focal person	Migowi Health Centre	Phalombe
146	K. Maganizo	M	Head teacher	Migowi school	Phalombe
147	Mr. Munthali	M	Stores keeper	Migowi school	Phalombe
148	Catherine Chingwalu	F	PEA	Migowi Zone	Phalombe
149	Herbert Jelemaya	M	Deputy Head Teacher/Stores	Monjo School	Phalombe
150	Patrick Muhala	M	Head Teacher	Monjo School	Phalombe
151	Mr. B.P. Mgawanyemba	M	Head teacher	Nkhulambe school	Phalombe
152	Alinat Nyasulu	F	Home craft worker	Phalombe Health Centre	Phalombe
153	Chikumbutso Mgawa	F	HSA	Phalombe Health Centre	Phalombe
154	Swadilki Limula	M	HSA SFP Focal person	Phalombe Health Centre	Phalombe
155	Bizwick Matepwe	M	Home Grown Meals Chair	Tharu School	Phalombe
156	Exton Alidi	M	SMC Chairperson	Tharu School	Phalombe
157	G W Chikalo	M	Head Teacher	Tharu School	Phalombe
158	Howard Malefula	M	PTA Chairperson	Tharu School	Phalombe
159	Samuel Loti	M	Deputy Head Teacher	Tharu School	Phalombe
160	Dr. Ibrahim Sineta	M	DEM	DEM	Zomba
161	Emmanuel Phondiwa	M	District School Health and Nutrition Coordinator	DEM	Zomba
162	S.M. Mkwaira	M	Dep. Head teacher	Katamba school	Zomba
163	Leonard Mbewe	M	Head Teacher	Makumba School	Zomba
164	Medison Yasini	M	PTA Chairperson	Makumba School	Zomba
165	W Makwana	M	Deputy Head Teacher	Makumba School	Zomba
166	Nicholas Kwali	M	Head Teacher	Mpyupyu School	Zomba
167	Paul Chindamba	M	PEA Mpyupyu Zone	Mpyupyu School	Zomba
168	Wallas Chilomo	M	Stores	Mpyupyu School	Zomba
169	Mr. Chideya	M	Stores keeper	Nyambwe school	Zomba
170	Mr. Nkuya	M	Head teacher	Nyambwe school	Zomba



## Focus group participants

### Summary:

No. of participants: 529 (287 males/242 females)

No. of focus group discussions: 119

COMMITTEE/ TYPE	# OF PARTICIPANTS	# OF MALES	# OF FEMALES	LOCATION	DISTRICT
PTA	6	3	3	Njereza	Chikwawa
SFC	8	1	7	Njereza	Chikwawa
SMC	7	4	3	Njereza	Chikwawa
Njereza School - Teachers	9	6	3	Njereza	Chikwawa
PTA	4	3	1	Makanga	Chikwawa
SFP	3	1	2	Makanga	Chikwawa
SMC	4	2	2	Makanga	Chikwawa
SFP	4	2	2	Konzere	Chikwawa
Konzere School - Teachers	5	2	3	Konzere	Chikwawa
PTA	5	3	2	Konzere	Chikwawa
SMC	7	3	4	Konzere	Chikwawa
Village Head	5	5	0	Konzere	Chikwawa
Konzere School – Students	6	3	3	Konzere	Chikwawa
CBCC	5	5	0	Nyambilo	Chikwawa
Caregiver	4	3	1	Nyambilo	Chikwawa
CBO	1	1	0	Chikokoto	Chikwawa
Makanga School – Teachers	4	4	0	Makanga	Chikwawa
SMC	4	2	2	Makanga	Chikwawa
SMC	2	1	1	Thabwani	Chikwawa
PTA	2	2	0	Thabwani	Chikwawa
SFC	3	1	2	Thabwani	Chikwawa
Thabwani School – Teachers	5	5	0	Thabwani	Chikwawa
CBO	2	2	0	Chidzalo	Chikwawa
ECDC	6	4	2	Chidzalo	Chikwawa
SFC	5	2	3	Monjo	Phalombe
SMC	3	2	1	Monjo	Phalombe
PTA	3	2	1	Monjo	Phalombe
SMC	4	3	1	Migowi	Phalombe
PTA	3	3	0	Migowi	Phalombe
SFC	7	4	3	Migowi	Phalombe
Mother Group	2	0	2	Migowi	Phalombe
Nkhulambe School – Teachers	25	21	4	Nkhulambe	Phalombe
SMC	7	3	4	Nkhulambe	Phalombe
SFC	6	4	2	Nkhulambe	Phalombe
PTA	4	2	2	Nkhulambe	Phalombe
Parents	7	4	3	Nyambwe	Zomba

SFC	14	1	13	Nyambwe	Zomba
Nyambwe School - Students	5	2	3	Nyambwe	Zomba
PTA	6	3	3	Mpyupyu	Zomba
Mother Group	2	0	2	Mpyupyu	Zomba
SFC	9	1	8	Mpyupyu	Zomba
Mpyupyu School – Students	6	3	3	Mpyupyu	Zomba
Mpyupyu School – Teachers	5	3	2	Mpyupyu	Zomba
SFC	2	0	2	Makumba	Zomba
Makumba School – Teachers	3	3	0	Makumba	Zomba
SMC	1	1	0	Katamba	Zomba
Parents	6	3	3	Katamba	Zomba
Katamba School – Students	10	3	7	Katamba	Zomba
SFC	1	0	1	Katamba	Zomba
Village Head	2	2	0	Nessa	Mulanje
VDC	6	6	0	Nessa	Mulanje
Muonekera Conservation Club	3	1	2	Nessa	Mulanje
Youth Club	1	0	1	Nessa	Mulanje
Traditional Healers Club	3	3	0	Nessa	Mulanje
Community	1	1	0	Nessa	Mulanje
Village Head	5	4	1	Kasasanya	Kasungu
Child Protection	1	1	0	Kasasanya	Kasungu
SMC	1	1	0	Kasasanya	Kasungu
PTA	1	1	0	Kasasanya	Kasungu
SFC	4	3	1	Kasasanya	Kasungu
SMC	1	1	0	Kawinama	Kasungu
SFC	5	0	5	Kawinama	Kasungu
PTA/Mother Group	5	1	4	Kawinama	Kasungu
Kawinama School – Students	8	4	4	Kawinama	Kasungu
Village Head	6	6	0	Kawinama	Kasungu
Mother Group	7	0	7	Nthembwe	Kasungu
SFC	8	0	8	Nthembwe	Kasungu
SMC	5	5	0	Nthembwe	Kasungu
PTA	2	2	0	Nthembwe	Kasungu
Village Head	4	4	0	Nthembwe	Kasungu
Village Head	3	3	0	Chisemphe	Kasungu
SMC	5	3	2	Chisemphe	Kasungu
PTA	4	2	2	Chisemphe	Kasungu
SFC	5	2	3	Chisemphe	Kasungu
Village Head	2	1	1	Champhemvu	Kasungu
SFC	6	1	5	Champhemvu	Kasungu
SMC	4	1	3	Champhemvu	Kasungu

PTA/Mother Group	3	1	2	Champhemvu	Kasungu
PTA	3	2	1	Chulu	Kasungu
SMC	3	2	1	Chulu	Kasungu
SFC	2	1	1	Chulu	Kasungu
Village Head	1	1	0	Chulu	Kasungu
Chalizya School – Teachers	2	2	0	Chalizya	Kasungu
SFC	3	1	2	Chalizya	Kasungu
PTA	1	1	0	Chalizya	Kasungu
SMC	1	1	0	Chalizya	Kasungu
Village Head	10	9	1	Chalizya	Kasungu
SFC	1	0	1	Nthema	Kasungu
PTA	1	1	0	Nthema	Kasungu
Village Head	1	1	0	Nthema	Kasungu
VDC	1	1	0	Nthema	Kasungu
SMC	2	1	1	Nthema	Kasungu
Village Head	10	6	4	Kasikidzi	Kasungu
SFC	6	3	3	Kasikidzi	Kasungu
SMC	6	4	2	Kasikidzi	Kasungu
PTA	5	2	3	Kasikidzi	Kasungu
Village Head	3	3	0	Chankhalamu	Kasungu
PTA	2	2	0	Chankhalamu	Kasungu
SFC	3	2	1	Chankhalamu	Kasungu
SMC	1	1	0	Chankhalamu	Kasungu
Mother Group	1	0	1	Chankhalamu	Kasungu
Village Head	2	2	0	Chilembwe	Kasungu
SMC	9	7	2	Chilembwe	Kasungu
PTA	5	1	4	Chilembwe	Kasungu
SFC	5	2	3	Chilembwe	Kasungu
Village Head	3	1	2	Vikwa	Kasungu
PTA	2	0	2	Vikwa	Kasungu
SMC	3	2	1	Vikwa	Kasungu
PTA	1	1	0	Vikwa	Kasungu
SFC	7	1	6	Vikwa	Kasungu
SFC	4	2	2	Mdzobwe	Lilongwe
PTA	14	7	7	Mdzobwe	Lilongwe
Mother Group	3	0	3	Mdzobwe	Lilongwe
SMC	3	2	1	Mdzobwe	Lilongwe
Village Head	7	6	1	Mdzobwe	Lilongwe
SFC	4	1	3	Chalimba	Lilongwe
Mother Group	9	0	9	Chalimba	Lilongwe
PTA	6	1	5	Chalimba	Lilongwe
SMC	5	3	2	Chalimba	Lilongwe

## **Annex 8: Debrief participants**

The following are lists of internal and external stakeholders that participated in the MTE fieldwork debrief.

### **WFP CP 200287 MTE Internal Debrief 23 June 2014**

<b>Name</b>	<b>Organisation</b>	<b>Position</b>
Merryn Chiumia	WFP	Sr. Programme Assistant
Orison Mapemba	WFP	Head of Logistics
Phillip Houmand	WFP	Programme Officer
Charles Ndam	WFP	Head of Finance and Admin
Joshua Wunderlich	WFP	M&E
Mutinta Hambayi	WFP	Nutrition
Chalizamudzi Matola	WFP	School Meals
Baton Osmani	WFP	DCD
Coco Ushiyama	WFP	CD
Duncan Ndhoun	WFP	Programme Officer
Rachel Wilson	WFP	Reports Officer
Elie Iyakaremye	WFP	Head of Programme
Emma Chimzukia	WFP	Programme Officer
Grace Nhlema	WFP	HR Officer
Annie Mlangeni	WFP	M&E
Maureen Maguza-Tembo	TANGO	Assistant Evaluator
Rose Nyambi	TANGO	Assistant Evaluator

### **WFP CP 200287 MTE External Debrief 24 June 2014**

<b>Name</b>	<b>Organisation</b>	<b>Position</b>
Chikondi Maleta	USAID	Program Management Specialist
Jan Rijpma	UNDP	ARR
Charles Nabongo	UNICEF	Chief of Education
Joshua Wunderlich	WFP	M&E
Mutinta Hambayi	WFP	Nutrition
Lovely Chimba	Irish Aid	Vulnerability Advisor
Susan Huggins	UN Women	Program Analyst
Alida Nkhoma	FAO	Assistant FAO Rep
Charles Mazinga	MOEST	Deputy Director, School Feeding
Elie Iyakaremye	WFP	Head of Programme
Emma Chimzukia	WFP	Programme Officer
Haruko Taraka	WFP	M&E
Annie Mlangeni	WFP	M&E
Patrick Mphongozudana	WFP	Logistics Officer
Duncan Ndhoun	WFP	Programme Officer
Merryn Chiumia	WFP	Sr. Programme Assistant
Michael Makonombera	EAD	Assistance Director
Cecilia Costella	WFP	Programme Officer
Martha Mwale	DAES	PFNO

Mzondwase Mgomezuw	MOAFS	Deputy Director
Baton Osmani	WFP	DCD
Coco Ushiyama	WFP	CD
Sylvester	Ministry of Health	Not available

## **Annex 9: Interview topical outlines**

This annex represents a complete list of questions for different interview categories. Specific questions and question sets were selected and further tailored to individual interviewees and focus groups. Additionally, questions were adjusted based on emerging information, opportunities and constraints.

### **I. Questions for WFP Country Office and Sub-Offices**

**The Evaluation Team will elicit the views of WFP representatives on the following, as appropriate:**

#### **GENERAL**

1. Recent developments Malawi's food security situation and impact of regional and global trends.
2. What is the portfolio of WFP operations in Malawi? How do they relate to corporate priorities, policies and programmes?
3. How do WFP operation relate to Government, United Nations agencies, UNDAF, etc. priorities, policies, and programmes?
4. What social safety net programmes exist in Malawi in relation to the CP?
5. Considering the consistently high rates of malnutrition in the country and particularly in WFP's areas of operation, what do they see as the major underlying and direct contributions to this burden? What are the successes and the constraints to addressing these problems?

#### **RELEVANCE/APPROPRIATENESS**

6. Relevance and appropriateness of the WFP CP to the food security situation in Malawi?
7. Relevance and appropriateness of the WFP CP versus rest of CO programme in the current economic and social development trends/context?
8. How are gender issues mainstreamed into the CP, per United Nations' and donor mandate and policies? Is the knowledge on implementation of those policies sufficient among cooperating partners?
9. What is your impression of the appropriateness and impact of WFP interventions in the areas of:
  - School feeding (SF) and Take-home rations (THR)
  - Targeted supplementary feeding (TSF)
  - Nutrition for TB patients
  - Capacity development for hand-over of school feeding to government (CD)
10. Relevance of current CP to the needs of the most severely food insecure, with regard to:
  - Different target groups (SF beneficiaries, TSF beneficiaries)
  - Region- and zone-specific food security situation
  - Geographic location of target group
  - Age-groups

- PLWHA
- Gender

## **RESULTS (Effectiveness/Efficiency)**

### **Overall**

11. Extent to which the CP has attained planned outputs and whether/how these outputs are expected to lead to realization of operation objectives and/or unintended effects.
12. How is WFP working with implementing partners and government stakeholders to harmonise the food security and rural development interventions carried out by different organizations (e.g., roundtable discussions)?
13. What has WFP done to improve internal programme synergies? What opportunities exist for strengthening programme linkages to achieve greater synergy of food assistance activities? What plans/steps are in place to act on those opportunities?
14. Efficiency and effectiveness of implementation arrangements for the various programmes, specifically:
  - Partnerships and level of coordination with implementing partners (government counterparts at national/district levels, United Nations and other international agencies, NGOs).
  - Coherence with national and local level priorities.
  - Level of sustainability/connectedness: implications for design of future programmes?
15. How does P4P support CP activities?

### **Education Component (School feeding and take-home rations)**

16. What does WFP see as its major achievements in the education sector since 2012? How do you know – is there sufficient data on outcomes?
17. Do you think the SF and THR are the right approaches for improving education and food security?
18. How has targeting and beneficiary selection been conducted in SF and THR activities? What is the coverage of SF and THR activities? What has been successful and where have there been bottlenecks?

#### ***Factors affecting results (M&E, resources, etc.)***

19. What education indicators are being implemented in the field to monitor and evaluate SF and THR? Are there any problems with obtaining these measures?
20. How has programming in School Feeding (SF) and Take-Home Rations (THR) adapted to changes in funding? Is this a major constraint?
21. What have been other challenges to successful programme implementation? Including challenges to timeliness, frequency, and duration of interventions?
22. How has the response to the education situation evolved over the period of the portfolio in light of obstacles to implementation?

23. What would you do differently in future education activities? What are the lessons learned and what changes would you like to see? What would be important to sustain or build on?

### ***Coordination and Collaboration***

24. Who are the other actors doing SF and THR, and how does WFP coordinate or collaborate with them? Is there a common approach/national strategy in place for improving education? If so, how does WFP fit in?
25. Has WFP engaged in strategic review and planning of SF and THR activities since 2012? If so, what has this involved and what were the outcomes/changes made?
26. Are there coordination meetings for education at national or district level? If so, does WFP attend these; what is WFP's role?
27. What have been the primary successes and challenges in building capacity of institutional partners on school feeding?
28. What opportunities exist for enhancing the participation and eventual ownership by government counterparts at various levels in school feeding activities?
29. Describe the level of coordination between school agents (e.g., administrators, food committees) and institutional partners. How could coordination on CD be improved?
30. Who are other actors in CP and how does WFP coordinate or collaborate with them? Is there a common approach/national strategy in place for improving education? If so, how does WFP fit in?

### **Nutrition Component**

31. What does WFP see as its major achievements in the health and nutrition sector since 2012? How do you know – is there sufficient data on outputs/outcomes?
32. How has targeting been conducted in TSF activities? What is the coverage? What has been successful and where have there been bottlenecks?
33. Has the nutritional support to TB patients been effective and relevant to their recovery?
34. What other agencies does WFP work in partnership with for nutrition support to TB patients?
35. What are the successes and challenges of nutrition support to TB patients?
36. Are the nutrition objectives of the CP relevant to the food security needs of the population? Reflecting on the current CP, what would you do differently now?

### ***Factors affecting results (M&E, resources, etc.)***

37. What nutritional indicators are being used in the field to monitor and evaluate the TSF? Are there any problems with obtaining these measures?
38. How has nutrition programming adapted to changes in funding? Which aspects? Was this a major constraint?
39. What have been other challenges to successful programme implementation?



40. As mentioned in the CP, how has WFP stimulated local production and developed markets for locally produced blended food, particularly *likuni phala*? Are these locally produced foods being used in the programming? Is so to what extent? If not, what have been the constraints?
41. What are the lessons learned and what changes would you like to see? What would be important to sustain or build on? What would you do differently in future nutrition activities?

### ***Coordination and Collaboration***

42. Who are the actors in nutrition and how does WFP coordinate or collaborate with them? Is there a common approach/national strategy in place for improving health and nutrition? If so, how does WFP fit in?
43. Is WFP involved with the National Food Security Policy, the National Nutrition Policy and Strategic Plan, and/or the National Micronutrient Strategy? If so, how?
44. How has WFP's relationship with MOH evolved? What have been the successes and challenges of this collaboration?
45. The government launched Scaling Up Nutrition (SUN) and the First 1,000 Days in 2011. How does the CP address the nutritional needs of children 0-2 years? What could be done better?
46. Does the CP effectively support the goals of the government?
47. Are there coordination meetings for nutrition at national or district level? If so, does WFP attend these; what is WFP's role?
48. Has WFP engaged in strategic review and planning of its nutrition activities since 2012? If so, what has this involved and what were the outcomes/changes made?
49. What is WFP's relationship with UNICEF and are they working together on health and nutrition issues?
50. How has the response to the nutrition situation evolved over the period of the portfolio in light of obstacles to implementation or successes?
51. The CP is aligned with the national strategy of moving from treatment to prevention of nutrition. Is the CP on track to meet those goals? Has enough been done? How has the eventuality of future shocks been factored in to this plan?
52. How is the handover to the government of the management of acute malnutrition programs progressing? Are there challenges and if so, what?

### **Capacity Development**

53. To what extent has WFP contributed to capacity development of government counterparts in terms of material and human capacity? What are the constraints?
54. What have been the primary successes and challenges in building capacity of institutional partners on disaster preparedness and response?

## **PROCESSES THAT LEAD TO RESULTS**

### **Internal Coordination / Logistics**

55. Funding: Which platform is effectively in charge of the funding operations? Who is monitoring the pre-financing arrangements? Has the pipeline suffered from erratic funding?
56. How has the performance of the CP been influenced by changes to funding levels and number of beneficiaries addressed through multiple budget revisions (BR)?
57. What is the role played in Malawi by the CO in securing and allocating funds for the CP?
58. What influence has the delay, if any, in distribution for beneficiaries had on the effectiveness of the CP? What actions has WFP taken to address concerns related to delayed distributions? What effect have delayed distributions had on WFP's reputation among implementing partners? Government? Donors? Beneficiaries?
59. Is the relationship between the programme department and logistics optimal? How might it be improved?
60. Describe the adequacy of WFP staff dedicated to the CP (administrative, project management, logistics, field staff). Is the HR department in a position to provide comprehensive accounting of staff? Have staffing levels been adjusted and kept commensurate with changes in the level of food assistance provided?
61. Describe the extent of management and technical support provided by the Regional Bureau and WFP Headquarters. What influence has this support had on the efficiency and effectiveness of the CP?

### **Monitoring and Analysis**

62. How are the projects monitored by the institutional partners, government field experts and by WFP? Suggestions for necessary improvements in the M&E system?
63. Have nutrition surveillance programs been enhanced through this CP? Has WFP worked with government and/or UNICEF on strengthening this? If so, how?
64. To what extent has information provided through monitoring and evaluation exercises led to adaptations/improvements in CP design and implementation?
65. To what extent do beneficiaries participate in monitoring the effectiveness of CP activities?
66. How well are records kept by institutional partners (accuracy, timeliness, completeness)? What are the challenges with accurate and timely reporting? Is adequate support received?
67. What are the opportunities to strengthen the institutional arrangements and coordination of collection, analysis and dissemination of data in WFP-led food security surveys and food security monitoring systems?

### **Communications and Advocacy**

68. How does WFP Malawi communicate with its stakeholders? How might communication with stakeholders be improved?
69. How are the CP activities perceived by the Government, the Ministries, United Nations partners, and others?

### **External Coordination**

70. What are the complementary activities by cooperating partners or other agencies to complement present activities to enhance prospects for longer term sustainability? Are these sufficient?
71. What are the opportunities to further strengthen implementation cooperation with governmental and NGO partners?
72. How has WFP's relationship with Ministry of Education, Science and Technology, the Ministry of Health, the Ministry of Agriculture and Food Security, and the Ministry of Gender, Children and Social Affairs evolved? What have been the successes and challenges of the collaboration(s)?

### **Strategic Decision making and Impact**

73. To what extent has WFP CO Malawi's approach to identifying gaps in capacity among institutional partners influenced the effectiveness of CP implementation?
74. What remains to be done and will that be achieved within the timeframe of the CP?
75. Degree of community participation in selection of activities, planning of implementation, targeting, food distributions and monitoring: implications of variables such as gender? Other variables which may have an impact?
76. What exit strategies have WFP designed into its CP?

## **II. Questions for United Nations Partners and Bilateral Donors**

**The Evaluation Team will elicit the views of United Nations Partners and Bilateral Donors on the following:**

### **GENERAL**

1. What are the successes thus far of the CP?
2. How well does this CP link to other programmes in education, nutrition and DRR?
3. What is WFP's role in UNCT and success as to capacity development among local partners?

### **RELEVANCE/APPROPRIATENESS**

4. Coherence of WFP CP in respect to:
  - Growth and Development Strategy II
  - Food Security Policy
  - National Nutrition Policy & Strategic Plan
  - National Education Sector Plan
  - National Social Support Policy
  - Agricultural Sector: Gender, HIV & AIDS Strategy
  - United Nations Development Assistance Framework (UNDAF)
  - FAO Plan of Action for Malawi
5. Is the government adopting a more holistic approach to the challenges of malnutrition and education, integrating the various ministries/sectors as proposed in the National School Health and Nutrition Strategic Plan?

### **Effectiveness and Efficiency**

6. What are the indications that WFP will achieve projected outcomes? What factors impede or facilitate this? What are the implications for coordination between United Nations Partners and donors?
7. How well do the WFP programmes mainstream gender issues according to the United Nations' and donor mandate and policies? Is the knowledge on implementation of those policies sufficient among cooperating partners?

### **Partnerships and Coordination**

8. Partnerships:
  - Is the capacity of institutional partners to provide sufficient complementary inputs, required material and logistical support to implement the programmes adequate?
  - Sufficient complementary activities by other partners or other agencies to complement WFP activities to enhance prospects for sustainability?

- Opportunities to strengthen implementation cooperation with governmental and non-governmental partners?
9. Are the programmes adequately monitored by the institutional partners, government field experts and by WFP?
  10. Are round table discussions with your organization and WFP held regularly to harmonise the food security and rural development interventions funded by other donors?
  11. What food security and rural development programs is your organization coordinating with WFP?
  12. What changes would you propose for future WFP programmes in your field of activities?
  13. Are the donor countries organised to guarantee a sustained funding for food assistance activities targeting CP beneficiaries?
  14. What is the nature of the relationship between WFP and partner United Nations agencies?

## **RESULTS**

### **Education Component (School feeding and take-home rations)**

15. What school feeding (SF) and take-home ration programmes is your Ministry implementing relevant to the CP and how is the programme coordinating with WFP? (for MoEST)
16. Special observations concerning the present interventions in the field of SF and THR.
17. Role and capacity of the Ministry of Health, Ministry of Education, Science and Technology and the Ministry of Agriculture and Food Security in relation to CP activities?
18. What are from your point of view the most pressing issues in the field on education and food security?
19. What are the biggest constraints to effective implementation of SF and THR programmes and achievement of impact?
20. What policies and strategies are in place to address nutrition and education issues?
21. How are WFP and the government coordinating on the handover of the SF programme?
22. What are the biggest constraints to effective capacity building for implementation of SF and THR programmes and achievement of impact?

### **Nutrition Component**

23. What health and nutrition programmes is your organization implementing relevant to the CP and how is the programme coordinating with WFP?
24. Special observations concerning the present nutrition interventions.
25. Role and capacity of the MOH in relation to CP activities?
26. What are from your point of view the most pressing issues in the field on food security and nutrition?

27. What are the biggest constraints/enablers to effective implementation of nutrition programmes and achievement of impact?

### **Factors affecting results**

28. How has the performance of the CP been influenced by changes to funding levels and number of beneficiaries addressed through multiple budget revisions (BR)?

29. What is the role played in Malawi by the CO in securing and allocating funds for the CP?

30. Funding: who is monitoring the pre-financing arrangements? Has the pipeline suffered from erratic funding?

31. How effectively has WFP utilized monitoring data to improve design and implementation of the CP? (CO)

### ***Coordination/Collaboration***

32. Describe the adequacy of WFP staff dedicated to the CP (administrative, project management, logistics, field staff). Is the HR department in a position to provide comprehensive accounting of staff? Have staffing levels been adjusted and kept commensurate with changes in the level of food assistance provided?

33. Have the United Nations agencies attempted to develop and to organise some services together? What are the results? Do the logistics officers of the various United Nations agencies share a common platform? An interface to exchange information, data?

34. Role and capacity of the government in relation to CP programme activities?

### **III. Questions for Government Counterparts**

**The Evaluation Team will elicit the views of Government counterparts on the following:**

#### **GENERAL**

1. Specific role/involvement of your ministry/government institution in CP implementation and monitoring?

#### **RELEVANCE/APPROPRIATENESS**

2. Coherence of the WFP objectives with Malawi's national priorities? Needs of the targeted population? Does the current CP contribute to addressing and mitigating Malawi's food security problem? How?
3. Level of coordination between government institutions involved in implementation of the CP?
4. Does the current CP contribute to addressing and mitigating Malawi's food security problem? How?
5. Appropriateness of food commodities and ration scale, including their appropriateness regarding beneficiary food preferences and food preparation.
6. Appropriateness of food commodities and ration scale, including their appropriateness regarding beneficiary food preferences and food preparation.
7. Are there complementary inputs/activities (indicate type) that cannot be provided by WFP as per its mandate which however need to be linked to CP activities? Which institution/partner/donor could feasibly provide support?

#### **RESULTS**

##### **Education Component**

8. What is the government involvement in design and implementation of school feedings, including home grown school feeding programmes?

##### **Nutrition Component**

9. From your point of view what are the most pressing issues in the field on health and nutrition?
10. What health and nutrition programs does your office do relevant to the CP and how are you coordinating with WFP?
11. What has been the Ministry involvement in the programmedesign of WFP nutrition activities?
12. What is the role and capacity of the Ministry of Health (MOH) to implement or support the implementation of nutrition activities in the CP?
13. Are there any round table discussions or coordination bodies with partners and Ministries to harmonise the health and nutrition interventions done by different organizations? What is the role of MOH and WFP in those groups?
14. Special observations concerning the present nutrition interventions in the CP.

15. What specific changes would you propose for future WFP programmes in your field of activities?
16. Are there any harmonizing activities among partners in the field of nutrition?
17. How has the phasing of the management of acute malnutrition programming from WFP to the MOH progressed? What are the successes and challenges? Are there a sufficient number of clinics and health/nutrition workers to fulfil the CP objectives within the timeframe?
18. Are there any data available on malnutrition rates, rates of disease, mortality and morbidity rates, attendance at clinics, access to clinics, the quality of the clinics (including complementary infrastructure), and the availability of education materials?
19. What communication system has been set up for referrals? How has the MOH responded to beneficiaries who are referred for additional services? What services are requested and/or needed?
20. Is the government adopting a more holistic approach to the challenges of malnutrition, integrating the various ministries as proposed in the National Nutrition Policy & Strategic Plan? What strategies and policies are in place to address nutrition issues?

### **Capacity Development**

21. Are you satisfied with capacity development received from WFP? What does this support encompass?
22. Capacity building initiated by WFP: Is it in line with national priorities? Actual capacity building requirements of national/local partners?
23. Has the Government been consulted when WFP is designing its capacity building programme for Malawi? Are the priorities defined and agreed upon?

### **Coordination/Synergy**

24. Does the Government of Malawi consider itself well informed of the activities WFP has conducted under the CP?
25. What is the level of coordination between government institutions involved in implementing the CP?
26. Is the Government taking active interest in the functioning of the UNCT? As partner? As facilitator?
27. To what extent is the Government of Malawi in a position to facilitate programme convergence/synergy among different United Nations Agencies and with respect to Government policies?
28. Has the Government offered warehousing and transport facilities? Did WFP approach the Government on these issues?
29. What is the exit strategy for WFP? How has it been designed and coordinated with government? Is the timetable realistic and achievable?
30. How are the projects monitored by the institutional partners, government field experts and by WFP? Suggestions for necessary improvements in the M&E systems?



34. What mechanisms are in place between WFP and the Government of Malawi to monitor the food situation in the country and act upon the findings?

## **IV. Questions for Non-Governmental Organizations**

**The Evaluation Team will elicit the views of Non-Governmental Organizations on the following (NGOs are only involved in nutrition activities):**

### **GENERAL**

1. Opportunities of linking this CP to other programmes and social safety nets
2. Specific role/involvement of your NGO in the current WFP CP.
3. How has the nutritional situation in your area of operation (according to different target groups) changed since the CP was initiated?
4. What are from your point of view the most pressing issues in the field of health and nutrition?

### **RELEVANCE/APPROPRIATENESS**

5. Coherence of the WFP objectives with needs of the targeted population in the districts where you operate?
6. How does the current WFP operation contribute to addressing and mitigating malnutrition?
7. Appropriateness of food commodities and ration scale, including their appropriateness regarding beneficiary food preferences, and appropriateness of transfer modalities.
8. Degree of community participation in selection of activities, planning of implementation, targeting, food distributions and monitoring: can this be further strengthened, taking gender specific and age-group differences into account?
9. Most urgent intervention needed to improve the situation?

### **EFFECTIVENESS AND EFFICIENCY**

#### ***General***

10. Describe the nature of your organization's participation in the design of CP activities.
11. What are the programming gaps in effective reduction of chronic and acute malnutrition among children, women and TB patients? What could WFP be doing better?
12. Special observations concerning the present interventions in the field of targeted supplement feeding
13. Are there any data available on malnutrition rates, rates of disease, mortality and morbidity rates, attendance at clinics, access to clinics, the quality of the clinics (including complementary infrastructure), and the availability of education materials?

#### ***Efficiency (Logistics, etc.)***

14. Most common bottlenecks in the program?
15. How long does it take for your invoices to be approved by program, logistics and finance departments inside the WFP? To be paid in your bank account? In case of dispute are disputes solved in a fair and expeditious way? Any claims outstanding between your NGO and WFP?

16. Have you suffered from pipeline breaks? How often? How long? For what commodities? Were you notified in advance?
17. Describe your experience with WFP commodity management practices. How might commodity management be improved for the current CP?
18. Have you experienced any staff turnover that affected this work?
19. If your NGO is involved in TSF or awareness campaigns, are you being given sufficient tools and facilities to deliver the services agreed upon in the FLA?

### ***Coordination/Synergy***

20. What health and nutrition programs does your office do and how are you coordinating with WFP?
21. What kind of complementary inputs/activities (indicate type) that cannot be provided by WFP as per its mandate are being provided by your organization? Which additional institution/partner/donor could feasibly provide as well support?
22. How are the operations planned between your NGO and WFP?
23. How much has your NGO been involved in the programmedesign of WFP health and nutrition activities?
24. Are there any changes you would propose in ration and project design?
25. Are regular discussions with your organization and WFP held to harmonise the food security and nutrition interventions done by different organizations?
26. What kind of changes would you propose for future WFP programmes in your field of activities?
27. What is your view on the capacity of the MOH to address nutrition issues? Is the government adopting a more holistic approach to the challenges of malnutrition, integrating the various ministries as proposed in the National Nutrition Policy & Strategic Plan?
28. Describe the selection process leading to your organization's involvement in the CP. Have you experienced the selection process as open and fair? Both for national and international NGOs? What were the main criteria for retaining the services of your NGO?
29. Did your NGO encounter problems when negotiating the field-level agreement (FLA) and the practical modalities of the services you were expected to provide? Was the FLA automatically extended once expired?
30. Did you receive guidance and assistance when working out your budget? Was an agreement easily reached on fixed and variable costs? Are the rates realistic?
31. Have you benefited from initial funding or were you given equipment on hire, on lease, on deposit: vehicles, IT equipment, communication facilities?
32. Have you benefited from short or long term capacity building or training programmes provided by WFP or other United Nations agencies. Were the programmes useful? Have these programmes strengthened your organization?
33. Is your NGO involved in post-distribution monitoring exercises? Are you conducting these monitoring exercises on your own, in association with WFP? With other United Nations agencies?

34. How would you characterise your institution's relationship with WFP? Is it driven by trust? Common views on assisting beneficiaries?

## **V. Questions for Community-level Focus Group participants and Key Informants**

### **GENERAL (all communities)**

1. What are the challenges currently faced by your community?
2. From your point of view what are the most pressing issues in your community in food security, agriculture, and rural development?
3. What are the main causes of food insecurity in your area? What causes effect you most?
4. How many meals do you eat per day, for how many months of the year?
5. Do you receive food assistance (targeted supplement nutrition, school feedings and/or both)?
6. What is the situation with regard to production of crops and livestock in your area? Has the food security situation in your area changed in the last 5 years, if so in what way?

### **RELEVANCE/APPROPRIATENESS**

7. What is your impression of the appropriateness and impact of WFP interventions in the areas of:
  - School feeding (SF) and Take-Home Rations (THR)
  - Targeted supplementary feeding (TSF)
8. Is the food provided by WFP adequate and appropriate? What suggestions do you have to improve the assistance provided by WFP?
9. Have you been involved in selection of activities, planning of implementation, targeting, food distributions and monitoring: can this be further strengthened, taking gender specific and age-group differences into account?
10. What change have the WFP activities brought about in your community? Have these been positive or negative? Please explain.
11. What can be changed to improve the implementation of these activities?

### **RESULTS**

#### **Education Component**

12. What are the main education problems in this community?
13. What are the main causes of these problems?
14. How has the WFP activity contributed to improving these issues? What support do you get from other organisations/government?
15. What is the most urgent intervention needed to improve the education situation?
16. Do you or any family members participate in education programmes?
17. Are there any challenges for you or your family in participating in programmes?

18. Are the food rations supplied appropriate and sufficient? How long do they last (take-home rations only)?
19. Have you seen any changes in the health and growth of the children in your community due to the WFP education programs?
20. Are community members being told about the education of their children?
21. What education information is being provided by WFP and is it helpful? If so, what is it? If not, why?
22. What changes would you like to see in the programme to improve it?

### ***School Feeding***

23. Has your child participated in the school feeding program? If so, do you know why?
24. Has the school feeding programme made any difference to your child? Describe.
25. Has the school feeding programme made any difference in your household? Describe.

### **Nutrition Component**

26. What are the main health and nutrition problems you face in this community?
27. What are the main causes of these problems?
28. How has the WFP activity contributed to improving these issues? What support do you get from other organisations/government?
29. What is the most urgent intervention needed to improve the health and nutrition situation?
30. Do you or any family members participate in health and nutrition programmes?
31. Are there any challenges for you in participating in programmes?
32. Are the food rations supplied appropriate and sufficient? How long do they last?
33. Have there been any breaks in the supplementary rations? For how long and how frequently?
34. How far do you have to travel to go to a TSFP site? How do you commute? How much do you have to pay?
35. Have you seen any changes in the growth of the children in your community due to the WFP programs?
36. Are community members being told about the growth and health of their children?
37. What nutrition information is being provided by WFP and is it helpful? If so, what is it? If not, why?

38. What changes would you like to see in the programme to improve it?

***Targeted Supplemental Feeding Program***

39. Has your child participated in the targeted supplemental feeding program? If so, do you know why?

40. Why are some children selected to receive extra food rations? Once selected, do you know why they stop?

41. Have you noticed a difference in your child's growth during the supplemental feeding program?

42. What nutrition education were you given while participating in the supplemental feeding program?

**Logistics**

43. Are you satisfied with the frequency and timing of the food distributions? Can it be improved? Any suggestions?

44. Is there any food distribution committee? How is it organised? Gender composition?

45. Is there a way you can report problems related to food distributions (e.g., misuse, threats)

46. Describe the quality of the food distributed? Has the quality of the food changed over the years?

47. How is the quality and type of the food received?

### Annex 10: Fieldwork schedule

Date	Programme component	District	Time	Place	Activity/ focal point	Additional info	Comments
3- June	All CP components	Lilongwe	08:30 – 09:30	CD's Office	Internal WFP meeting with CD/DCD		
			10:00 – 10:30	UNDSS	Security briefing with UNDSS		
			11:00 – 12:00	UNDSS/HoP	UNDSS and review of programme		
			14:00 – 15:30	DRR office	Meeting with M & E		
	Education		15:30 – 16:30	DRR office	Meeting with School Meals		
	Nutrition		16:30 – 17:30	HoP office	Meeting with HoP		
4-June	DRR	Lilongwe	08:00 – 09:00	DRR Office	Duncan and Team		
	Education		09:30 – 10:30	MoEST	Charles Mazinga Dr Chimombo (Director of Basic Education - HQ )		
	Nutrition		14:00 – 15:00	Ministry of Gender (ECD)	Mr. Francis Chalamanda, Nat. Coordinator for ECD; Andrew Nkhoma;  Mr. Kalanda - Director		
	All CP components		15:30 – 16:30	UNDP Resident Coordinators Office	Meeting with Richard Bayley		
	Nutrition		15:30 – 16:30	DRR office	Meeting with Nutrition (Emma)		
5 June	Nutrition	Lilongwe	08:00 – 09:00	WHO office	Dr. Sussane Kambale; Dr. Kerius Shambodza		
	Education		09:30 – 10:30	USAID office	Emmanuel –FFP/EDU		



Date	Programme component	District	Time	Place	Activity/ focal point	Additional info	Comments
			11:00 – 12:00	DFID office	Henry/Fumakazi Munthali		
	Nutrition		14:00 – 15:00				
	Education		14:00 – 15:00				
	Nutrition		15:30 – 16:30				
6 June	Education	Lilongwe	08:30 – 09:30	UNICEF offices	Charles Nabongo/Clara Chindime		
	All CP Components		10:00 – 11:00	UN WOMEN	Ms. Alice Harding Shackelford		
	Nutrition		11:30 – 12:30	MoHealth	Janet Guta		
	M & E		13:00 - 13:30	DRR office	M & E team		
7-June	Document Review & Validation of Data	Lilongwe					
8-June		Blantyre					
9- June	Education	Chikhwawa	8:30 - 9:30	DEM Office		Time not appropriate to visit the schools and the afternoon can be allocated to staff	Both teams will attend all interviews
	Nutrition (SFP)		10:00 - 11:00	DSWO office			
	Education		11:00 - 12:00	DHO Office			
	All CP components	Blantyre SO	12:30 - 14:30		Travel back to Blantyre		
			14:30 - 15:30		Programme staff		
16:00 - 17:00		Logistics staff					
10- June	Education	Chikhwawa	8:30 - 9:30		Njereza primary	Chikonde Zone	Both teams will visit the schools and H/C
	Nutrition (SFP)		10:00-11:00		Kasinthula MCH & TB		
	Education		11:30-12:30		Makanga primary	Nchalo Zone	
	Nutrition (SFP)		13:00-14:30		St Montfort MCH & TB		
11- June	Education	Chikhwawa	8:30 - 9:30		Thabwani primary	Mapelera Zone	Team 1 (Jeanne) - East Bank + (DSMC)
			10:00-11:00		Chidzalo CBCC	Chikonde Zone	
			12:00-13:00		Konzere primary	Konzere Zone	Team 2 (James) -

Date	Programme component	District	Time	Place	Activity/ focal point	Additional info	Comments
	Nutrition (SFP)		13:30--14:30		Nyambiro CBCC	Dolo Zone	Ngabu
			8:30 - 9:30		Ndakwera MCH & TB	Nchalo	Leah With FMA
			10:30-11:30		Alumenda MCH		
			12:00-13:00		Ngabu MCH & TB	Ngabu	
12- June	Education	Phalombe	8:00	DEM Office		Courtesy call	
			9:00		Nanyowa HGSF	Nkhulambe Zone	Team 1
			9:00		Monjo School Meals	Migowi Zone	
			11:00		Nkhulambe HGSF	Nkhulambe Zone	
			11:00		Migowi School Meals	Migowi Zone	
	Nutrition (SFP)		8:00	DHO Office		Courtesy call	Team 2 (Field Driver)
			9:00		Kalinde MCH		Leah
			11:00		Migowi MCH	Depending on time	
			12:00		Phalombe MCH		
			13-June	Education	Zomba	8:00-8:30	DEM Office
9:00-10:00		Nyambwe primary				Nsondole Zone	
10:30- 11:30		Katamba primary				Nsondole Zone	
9:00-10:00		Mpyupyu primary				St. Michaels' Zone	
10:30- 11:30		Makumba school				St. Michaels' Zone	
Nutrition (SFP)	Machinga	8:30		DHO Office		Courtesy call	SFP team
		10:30			Namandanje MCH	Ntaja Zone: PW/LW distribution	
		12:30			Kawinga HC	Ntaja Zone	
		14:00			Mlomba Dispensary	Ntaja Zone: new FDP	
14-June	DRR (AAP)	Mulanje		9:00		AAP site, then travel to Lilongwe	
15-June	Team Analysis	Lilongwe					
16-June	Education	Lilongwe	08:00 - 9:00	ICEIDA offices	Dr Vilhjálmur Wium		

Date	Programme component	District	Time	Place	Activity/ focal point	Additional info	Comments
	Nutrition		09:30 - 10:30	Norway offices	Monica Stensland		
	Nutrition/ Education		11:00 - 12:00	USAID	Christina Djodo - Education; Violet Orchardson - Nutrition		
	Education		14:00 – 15:00	WFP CO	USDA	Joining the USDA Mission Debriefing	
	Pipeline		15:30 – 16:00	DRR office	Pipeline team (Hould/Mervyn/ Rachael)		
	Nutrition Logistics		16:00 -16:30	Irish Aid Office	Patrick M. Aidan Fitzpatrick		
17-June	Education	Kasungu	8:30	DEM Office		Courtesy call	Both Mission teams will Leave Lilongwe in the morning for filed sites and district meeting in Kasungu. Meeting will be done separately (DHO and DEM)
			9:30		Chisemphe	Sopani zone	
			9:30		Kasasanya	Kasasanya zone	
			11:10		Kawinama	Nkhamenya zone	
			11:30		Nthembwe	Nkhamenya zone	
	Nutrition		8:00		Kasalika MCH		
			8:30	DHO Office		Courtesy call	
			10:10		St Andrews		
			13:20		Nkhamenya MCH		
			16:30		Santhe MCH	Depending on time	
18th June	Education	Kasungu	10:10		Chankhalamo School	Wimbe Zone	Mission (Nutrition) leaves Kasungu early in the morning for Mzimba field visit and district meeting. Spend one night in Mzimba
			8:00		Kasikidzi School	Chitenje Zone	
			8:00		Champhemvu School	Suza Zone	
			10:45		Chulu School	Chulu Zone	
	Nutrition	Mzimba	9:00		DHO Office (Mzimba)	Courtesy call	
			10:00		Nkholongo H/C		
			12:20		Mtwalo H/C		
			14:30		Luvwere H/C		

Date	Programme component	District	Time	Place	Activity/ focal point	Additional info	Comments
			16:00		Kafukule H/C	993676142	
19th June	Education	Kasungu	8:00		Vikwa Sch	Wimbe Zone	Mission leaves Kasungu for Lilongwe by 15:00 (spent 2 nights in KU)
			8:00		Nthema	Boma	
			11:00		Chalizya Sch	Livwezi	
			11:00		Chilembwe Sch	Chamama TDC	
	Nutrition	Ntchisi	9.00	DHO Office	DHO Office (Ntchisi)	Boma	Will proceed to Lilongwe the same day
			9.30		Ntchisi DH	Mission to leave Ntchisi for Mzimba the same day for meeting and field visits in Ntchisi,	
			11.30		Chinguluwe HC		
			14.00		Khuwi H/C		
20th June	Education	Lilongwe	8:00			Ndzobwe Zone	School meals field visit in Lilongwe
			8:00		Mdzobwe		
			10:00			Kamanzi Zone	
			10:00		Chalimbwa		
	Nutrition		8:00		Ming'ongo Health Centre		
			10:00		St. Gabriel Health Centre		
	Senior Management						
	CP Technical Staff		12:00-13:00	WFP	CD/DCD		
	Logistics		13:00-14:00	WFP			
	VAM		14:00	WFP	Logistics officer		
	16:00	WFP					
21-22 June	Debrief Prep	Lilongwe					
23 <sup>rd</sup> June	Debrief	Lilongwe	10:30	WFP	Internal debriefing		
24 <sup>th</sup> June	Debrief	Lilongwe	15:00	WFP	External debriefing		
	Human Resources	Lilongwe	9:00	WFP			
	Finance		10:00	WFP			
	DRR		11:00	WFP			

Date	Programme component	District	Time	Place	Activity/ focal point	Additional info	Comments
25 <sup>th</sup> June	Education	Lilongwe	9:00	FAO	Director		
	DRR		10:00	Environmental affairs	Mr M. Makombera - Assistant Director		
			13:00	WFP	Programme Director/DRR		

## Annex 11: Team composition

The following are profiles of the ET:

**Jeanne Downen (International Evaluator, Team Leader)** is Vice President of TANGO International. She brings to the team over 30 years of experience in international relief and development across 30 countries. Her areas of specialization include program design, monitoring and evaluation, livelihoods analysis, disaster risk reduction, post-conflict transition, democracy and governance, HIV and AIDS, urban programming, local capacity building, and NGO management. Ms. Downen formerly held several senior management positions in CARE, including Regional Manager for East Africa, Director of the Partnership and Household Livelihood Security unit, Acting Director for the Program Analysis and Development group, and Acting Director for HIV/AIDS, in addition to 10 years of country office experience in east and southern Africa and south Asia. She has led and participated in numerous evaluations, including the recent impact evaluation of WFP's Managing Environmental Resources to Enable Transition to More Sustainable Livelihoods (MERET) program and an evaluation of WFP's Contribution of Food Assistance to Durable Solutions in Protracted Refugee Situations in Rwanda.

**James Chima (National Evaluator)** has over twenty years' experience in participatory program development and management working with civil society institutions, the private sector, government institutions and development agencies. His work has centred on the development and management of sustainable livelihood programs with a special focus on strengthening the capacity of public and civil society organizations. He has managed projects in livelihoods and food security, social protection and emergency relief, basic education, maternal care and child survival, integrated rural development, environmental/natural resource management, and water and sanitation. James has an accomplished background in the design and implementation of monitoring and evaluation systems, participatory gender-sensitive development approaches, and program evaluation and documentation. He is a managing consultant at IDM Consulting & Associates, a Malawian firm providing a range of program management and technical assistance services to crosscutting development programs.

**Leah Richardson (International Evaluator)** has conducted assessments, formulated programming, conducted evaluations and contributed to international guidance in the nutrition and food security field. With an authoritative knowledge of the intersections between food security and nutrition programming, Leah authored the Save the Children Guidance on Blanket Supplementary Feeding Programming<sup>1</sup> as well as the 'General Food Distribution' module for the comprehensive Harmonised Training Package<sup>2</sup> resource. Leah Richardson has a long experience with WFP. Leah worked for a number of years within both the Nutrition and the Vulnerability Assessment sections at the headquarters level, focusing primarily on providing technical support to PRRO and EMOP programming and building corporate policies for addressing nutritional needs within the mandate of food assistance. She continued close collaboration with WFP through her roles within the Global

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<sup>1</sup>Available at:

[http://www.unicef.org/nutritioncluster/files/Blanket\\_Supplementary\\_Feeding\\_Programme\\_Guidance\\_07\\_May\\_2013\\_VF.pdf](http://www.unicef.org/nutritioncluster/files/Blanket_Supplementary_Feeding_Programme_Guidance_07_May_2013_VF.pdf)

<sup>2</sup> [http://www.unicef.org/nutritioncluster/index\\_67812.html](http://www.unicef.org/nutritioncluster/index_67812.html)

Nutrition Cluster and the coordination of humanitarian relief within the nutrition sector. Most recently Leah worked in partnership with WFP in Jordan as the technical lead on a Joint WFP/UNHCR assessment of the food security and nutrition needs of the Syrian refugees within Jordan.

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