**

**M’MBELWA DISTRICT COUNCIL**

**Site meeting report**

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| **Name of Activity:** | Site meeting report – Njuyu EPA Office Block |
| **Date of Activity**: | 01/03/2022 | **Type of Activity:** | Field visit |
| **Location:** | Njuyu EPA, Mzimba North |  |  |
| **Compiled by:** | * Lumbani Chunga
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| **Participants**  | **Name**1. G. Gopani
2. W. Msukwa
3. L. Chunga
 | **Designation**Acting Director of Public works Housing OfficerPublic Works intern |  |
| **Programme** |
| **Purpose of site visit:**1. To appraise progress of works at Njuyu EPA.
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| **Project status**:* Njuyu EPA block construction is a project conceived under GESD and works was commenced on 9th February 2022.
* Works on the project are being undertaken by Lusungu Construction and are currently estimated at 20% completion.
* The project is currently at substructure level.
* Foundation was dug according to plan and back filling has been completed using compacted brick articles and soil.
* The quality of works is generally impressive.
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| **Observations**1. The length of the block is 20.8m, width is 6.5m.
2. The project site has access to locally available materials e.g., sand
3. The project uses cement blocks which are 400\*200\*200 mm in measurement for construction as per guidelines.
4. The Quality of sand is generally good.
5. The project has 16 artisans working on site; which is a fair number considering the size of the project and this makes the work to be efficient.
6. Most building materials have already been delivered to the site.
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|  **Action Items:** |
| **Action** | **Responsible** | **Due** |
| 1. Payment of the contractor should be timely in order to speed up the project since it commenced late
 | DOF | Every time the contractor submits an Invoice  |
| 1. The contractor should ensure that they use adequate brick force wire when raising the walls.
 | Contractor | ASAP |