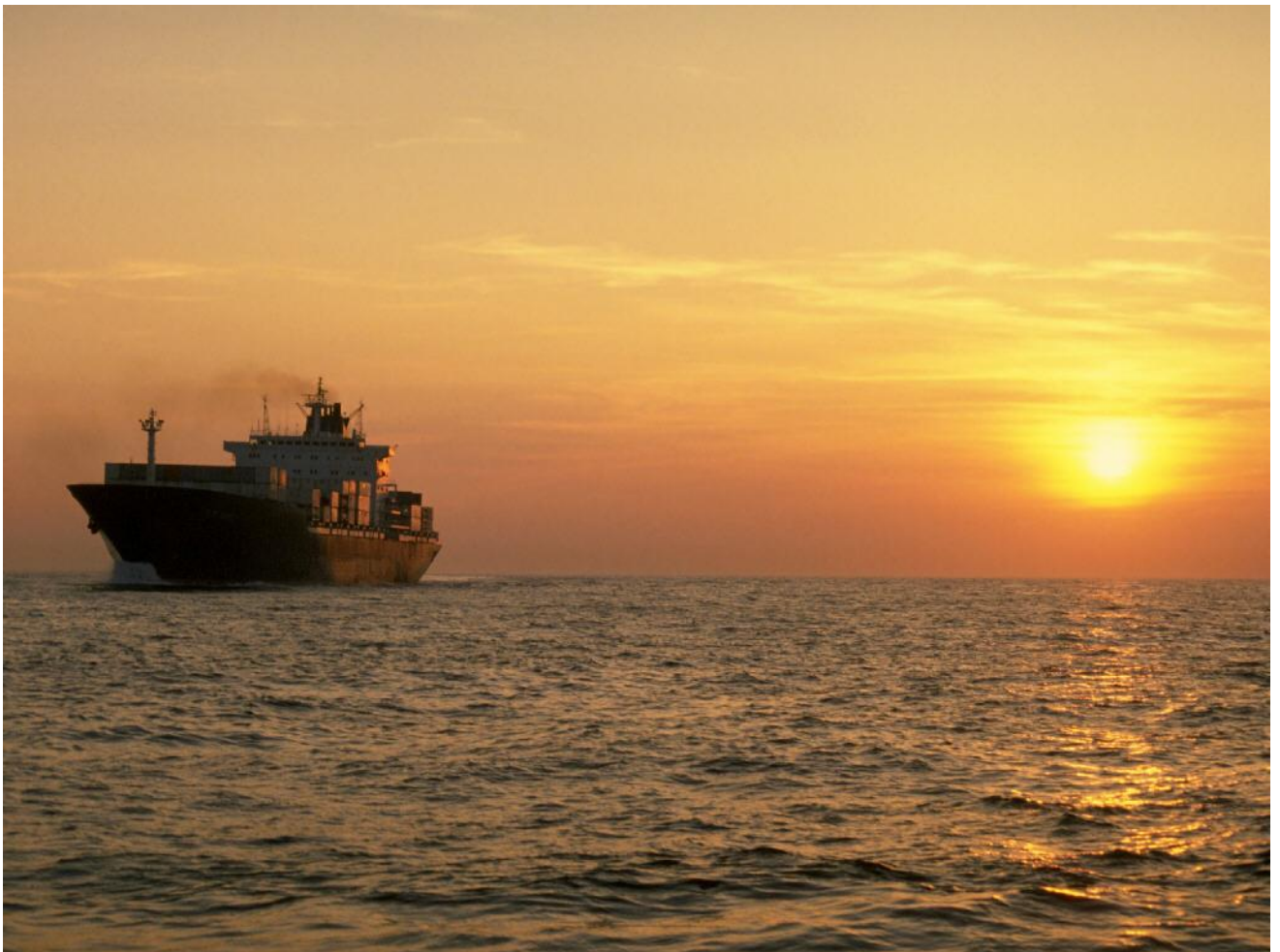




# SENDING GOODS TO MALAWI:

## A PRACTICAL GUIDE

*Updated August 2014*



---

## CONTENTS

1. TO DONATE OR NOT TO DONATE? .....	3
2. EXPORTING GOODS FROM SCOTLAND .....	5
3. IMPORTING GOODS TO MALAWI.....	7
4. MAKING SUITABLE & SUSTAINABLE DONATIONS .....	8
5. ECONOMIC CONSIDERATIONS .....	10
6. ENVIRONMENTAL CONSIDERATIONS.....	11
7. BREAKDOWN OF COSTS .....	11
8. LOGISTICS: EXPORTING FROM SCOTLAND.....	13
9. LOGISTICS: IMPORTING TO MALAWI .....	14
10. CONTACTS.....	15

The production of this Practical Guide would not be possible without the work of: Graham Ritchie, Heather Hilton, Andrew Parker, Elspeth Pentland, David Bone, Robin Arnott, David Hope-Jones, John Challis, Tich Tamanikwa, Tom Prior, Ian Walker, Iain Mill, Carol Finlay, Dominic Sutherland, Elizabeth Dalo, Maureen Potter, Pam Wilson, Angela Bell, Janet Chesney, Maurice Kennedy, Joyce Carnegie, Tom Bell, Marlene Galashan and David Geddes.



## 1. TO DONATE OR NOT TO DONATE?

Before shipping or sending goods to Malawi, there are a number of issues to consider. This document serves as a practical guide in shipping and donating goods to Malawi, exploring both the economic and environmental issues of material aid donations to developing countries and the practicalities of exporting containers of goods.

The difficulties of creating sustainable partnerships with individuals/agencies in Malawi must be considered in the first instance, and it is important to bear in mind that exporting goods is time consuming and challenging. A considerable commitment is required, from both the donor organisation, and the operating partner in Malawi. This guide highlights some of the challenges and difficulties, and provides the necessary information to build suitable partnerships with agencies in Malawi for useful and sustainable material aid donation projects.

Before deciding whether to send goods to Malawi or not, there are a number of issues to consider. Every year many tonnes of charitable items are sent out to Malawi from countries such as Scotland.

For some projects and partnerships there are a handful of essential items which simply cannot be sourced in Malawi and must be specifically imported for this purpose. However, we strongly encourage *all* members to think critically about what they plan to send and how they plan to send it.

Listening to our friends in Malawi it's clear that there are a great many inappropriate donations arriving in the country, whether it be electrical equipment that doesn't work or isn't fit for purpose, technical items which can't be maintained, educational items which don't compliment the curriculum, or items which are otherwise available locally whose donation can undermine local economies. Sadly, much of the equipment sent to Malawi never makes it to the intended recipient because of poor planning, and an underestimation of the costs, complexities and difficulties of importing goods into a small land-locked country like Malawi.

We encourage members to ask themselves ten quick questions when thinking of sending goods to Malawi:

### **(1) Is it needed?**

Have the items you wish to send been specifically requested in Malawi? What is your primary motivation - that (for example) you have some second-hand items which you are loathed to throw away and would prefer others to use, or that the goods have been specifically requested? We always say that collecting donations in Scotland is the easy bit, sending them effectively, sustainably and responsibly is much, much harder. Simply having goods and not wanting them isn't a good enough reason for sending them to Malawi.

**(2) Is it appropriate?** Are you confident that what you propose to send will really work well in Malawi? Is it robust, water, heat and termite resistant? Is there the power, connectivity and expertise available locally to run and maintain these items? Are they culturally appropriate? Will they survive the journey and storage, or are they perishable?

**(3) Is it cost effective?** How much will it cost to send the container to Malawi, adding in all the costs along the way (including in Malawi), and factoring in import duties? We recommend members then divide this total cost up by item, so you have a sense of how much it is costing for each donated item. We recommend that members then go back to their Malawian partners, telling them frankly and honestly what the costs are and asking whether these goods are worth this much to them, or if they could achieve the same ends

more effectively if the funds were available locally. Our friends in Malawi are endlessly resourceful and can achieve incredible ends with often with limited resource: for example, for the price of sending one “free” second-hand hospital bed, local Malawian carpenters could be employed to produce 20 more basic beds locally.

**(4) Is it sustainable?** Have you considered the environmental impact of getting the goods to Malawi? Malawians are already feeling the effects of climate change, this will only worsen in years to come. It will be the most vulnerable in the developing world who will pay the price for unsustainable actions of those in the developed world. This is an issue of climate justice. In this context, we must always assess the environmental implications of our work.

**(5) Will it get there?** Sadly, lots of containers never make it to their intended final recipients, often because they don’t clear port or require greater taxation than expected. In almost every case it is essential to have someone on the ground who knows the systems and can ensure the shipment gets through. This is not an easy job. Local knowledge is everything.

**(6) Who ‘owns’ the donation?** This may sound funny but it’s a hugely important question. If it’s a donation which no one owns, it’s unlikely to reach the intended beneficiaries and is far more vulnerable to getting stuck in bureaucracies, or “disappearing” after it arrives. Often the best systems involve the Malawian partner identifying the goods they require, these items being costed up (including all transport and taxation costs) and the Malawian partner then actually paying a proportion of these costs, per item. This may seem strange, even uncomfortable, but it ensures the goods sent are really what is most required, it ensures there’s someone to receive the goods locally, and it ensures the goods appear on official budgets and inventories from the very beginning. Someone owns them.

**(7) What is already in Malawi?** In recent years some of the best Scotland-Malawi projects haven’t sent goods to Malawi but instead have helped undertake stock-takes of unused equipment already in Malawi, assessed why these goods aren’t in use and looked at what is required to make them operational. This has sometimes involved specific spare parts be sourced, adapters found, instructions emailed, or expertise found to instruct on usage and maintenance.

**(8) Can the goods be sourced locally?** Local goods might seem expensive or sub-standard at first but have you considered all the costs and risks involved in shipping from Scotland? Have you considered that buying locally helps not just the communities you’re working with but also all those Malawians involved in the supply chain, as your funds cycle around the Malawian economy creating a multiplier effect.

**(9) How will the goods be distributed?** It is extremely hard to design and implement an effective local distribution system from 6,000 miles away. There are a huge number of practical but also cultural and political considerations. Why have you selected that community to benefit? What impact will this have on other nearby communities? How will you identify individuals and assess need?

**(10) How do you know if you’ve got it right?** What feedback do you get from the communities you have worked with? How do you know the items you sent arrived at the right place and are being used by the intended beneficiaries? Do you know that everything was received, that it met expectation, and how long it lasted for?

If members are able to answer all of these questions and are still confident that sending goods is the best next step, we invite them to read the rest of this Practical Guide to Sending Goods to Malawi. If you don’t feel confident feel free to contact the SMP office at [info@scotland-malawipartnership.org](mailto:info@scotland-malawipartnership.org) and discuss what alternative support you may be able to offer your partner.

## 2. EXPORTING GOODS FROM SCOTLAND

If you do decide you'd like to ship some goods from Scotland to Malawi it will require careful planning.

### Agree the Terms of the Donation

Agreeing the terms of the donation helps all parties involved to have a clear idea of what is being sent, when, what and who for, and why. You may find it helpful to draft an agreement together and this can be used to keep everyone on track and onboard.

See the THET "[Toolkit for Medical Equipment Donations to low-resource settings](#)" for a "Donations Agreement Template."

### Packaging and sending the goods

Should you wish to ship goods to Malawi, ***it is vital to remember that goods can only be sent to organisations pre-approved as importers/consignees by the Malawi Revenue Authority (MRA)***. Schools are not recognised as valid importers by the MRA. Although goods can be redistributed by partners in Malawi following arrival, it is necessary to first identify an operating partner in Malawi with the appropriate accreditation as a consignee and a suitable distribution network to redistribute the contents of containers. Contact the Scotland Malawi Partnership or the Malawi High Commission to identify suitable partners. Other charitable organisations who have previously been involved in the shipping of goods to Malawi may also be able to share contacts and redistribution networks in Malawi (see the "Contacts" section at the end of this guide).

Goods should be packed in cardboard boxes (not plastic bags), and must be clearly labeled with the following information:

- Box number,
- Destination,
- General description of contents,
- Recipient organization (NOT a named individual),
- Recipient department,
- Recipient's position (e.g. Health Officer, etc.).

Each box must have a unique number/code which relates to the container contents list required by customs authorities in Malawi. The approximate monetary value of each box must also be noted – zero is not acceptable, and a nominal value must be stated. The label should be securely taped down with packing tape to ensure that it will not come off during transport.

A 40ft container can take up to 1000 boxes, depending on their size. Do not overfill boxes, or use boxes which are likely to be too large and heavy for loading/unloading. Note that boxes are not guaranteed to be grouped together at the customs warehouse upon arrival in Malawi, and may not be stacked in a regular order. It is therefore advisable to mark each box distinctively to ensure ease of identification. Note that delivery can take up to 3 months, depending on the route of shipment and delays. Goods can be easily



damaged in containers over this period, so it is important to pack items with as much care as possible to provide the necessary protection during transportation.

Containers are shipped to either **Blantyre** or **Lilongwe Inland Clearance Department (ICD)**, and can be subsequently hauled to other areas in Malawi. There are two methods for shipping goods to Malawi:

**By air freight.** This method is most suitable for high value goods or drugs which require specialist handling/storage. Small quantities of goods may also be sent by air freight.

**By sea freight.** Containers may be either 20 ft (33 m<sup>3</sup>) or 40 ft (67.5 m<sup>3</sup>). Shipping companies offer two methods of shipping goods using containers: a **FCL** (Full Container Load) or an **LCL** (Less-than Container Load).

A “Less than Container Load” **LCL** service can be used when there are insufficient goods to fill a container. Essentially, the forwarding agent sells space within the container, rather than a complete container. Goods are then consolidated and shipped when the container is full, and delivered to the consignee as normal. It may take a while to consolidate goods in the container, delaying the shipment slightly. Always check scheduling with the shipping agent. In instances where there are insufficient goods to fill a container, it may be preferable to consolidate goods with other organisations in Scotland engaged in the shipment of charitable goods to Malawi.



A “Full Container Load” **FCL** service is used when there are sufficient goods to fill the entire container. In this instance, a container is hired from the shipping company and delivered to a specified location for loading. It is important to ensure that sufficient space is available for the container, and that all goods are packed up and ready to load. Containers must be insured for the entire length of their trip, from departure point in Scotland to arrival in Malawi. **Marine Insurance** must therefore be acquired to protect against damage or loss. Insurance should be obtained as soon as the possible after hiring the container. Always obtain the container from the shipping company: this will ensure that it has been maintained to international standards, and will not be prone to leaks.

After the container has been loaded, it will be sealed and transported to the port for shipping. The container will not be opened again until delivered to the consignee. At this juncture, the driver of the lorry will require a **Standard Shipping Note** to be completed by the exporter. This document can be acquired at the Chambers of Commerce, and is necessary to inform the transport company what the container contains (in general terms), the container and seal numbers and details of where the container is going.

Prior to shipment from the port, an exchange of documentation between the exporter and shipping company must take place. The shipping company will require a **list of the container contents**, by box, with

the nominal value of the contents clearly stated; a **certificate of donation**, outlining the charitable nature of the shipment and the nature of the link relationship between the donor and the partner in Malawi; and a completed National Export System, known commonly as a “**NES form**”. The shipping company will be able to advise on the correct completion and contents of these documents. When the shipping company is in possession of these documents the container will be loaded and shipped. The shipping company will then provide the exporter with three copies of the **Bill of Lading**, and a number of copies. This very important and legal document acknowledges that the container has been received on board as cargo, for conveyance to a named place for delivery to a consignee. This document is essential for passing the goods through customs clearance in the UK, en route and in Malawi.

At this juncture, the container is shipped to Africa, and can normally be “tracked” using the container number, and the process of clearing the goods in Malawi must begin.

### 3. IMPORTING GOODS TO MALAWI

To pass the shipment through customs in Malawi, it is necessary to hire a **clearing agent**. The clearing agent, based in Malawi, is responsible for handling the necessary documentation to allow the shipment through customs and arranging customs clearance, and for arranging forwarding from the unloading point in Africa (e.g. Biera, Mozambique) to Malawi. A list of recommended clearing agents is supplied at the end of this document. It is important to work with a clearing agent who can be contacted easily and is familiar with the processes involved in clearing charitable goods with the MRA. It will be necessary for the partner organisation/consignee in Malawi to establish contact with the clearing agent, as they will be required to exchange documents upon arrival of the shipment and arrange for customs clearance. ***Shipping goods to Malawi is expensive and time-consuming, and it is essential to work with a clearing agent who is willing and able to receive the goods at port, and deal with the necessary paperwork.***

In order to pass the goods through customs quickly, clearing agents require several documents, to be provided by the donor and/or recipient organisation:

***Two original copies of the Bill of Lading***; provided by the freight company after the container has been shipped,

- ***List of container contents***; in summary for the monetary values of the goods must be stated (zero is unacceptable),
- ***List of boxes in container***;  
sorted by destination/recipient organisation,
- ***Certificate of donation***, produced by the sender, outlining the charitable nature of the shipment and the nature of the link relationship between the donor and the partner in Malawi.



**Without the correct paperwork in place goods can spend months or years waiting to clear port.**

Containers cannot be released unless this documentation is in place. If containers are held up in customs upon arrival, the recipient must pay a charge for each day of storage. This can be very expensive and storage spaces may not be entirely secure, so it is essential to ensure that the clearing agent is satisfied that all the necessary documents are in place prior to the arrival of the container. It is therefore advisable to hire a courier, e.g DHL, to deliver all the necessary documents to the clearing agency as soon as the container has shipped from Scotland.

When the clearing agent is in possession of these documents, an application for a duty-waiver can be made, in collaboration with the consignee. Some goods can be imported duty-free, but others are taxed. Despite the charitable nature of the donation, an import duty must be paid in some instances. Clearing agents can advise on what goods can be imported duty-free. The duty payable is calculated on the basis of the list of container contents and their designated value. Goods will not be released by customs until any duty payable has been received by customs officials. It may be possible to arrange for the clearance agent to pay the duty on behalf of the exporter, and this cost to be included in to the total service bill, though this must be negotiated with the clearing agent. Maintain email/phone contact with the clearing agent to receive confirmation that the goods have arrived. Ensure that your partner in Malawi is present to observe customs checks and the opening/unloading of the container by workers at the destination. This will avoid confusion. Should there be any problems with the cargo or the documentation, ensure that you, your partner or the clearing agent are able to pursue the matter fully and vigorously. Following clearance of the goods, they must then be forwarded to their final destination in Malawi. The clearing agent will be able to arrange for delivery, at a cost.

#### 4. MAKING SUITABLE & SUSTAINABLE DONATIONS

Any donated goods must be appropriate to the needs of the partner organisation. A dialogue must be established between donor and partner organisation to establish precisely what goods are required. This is beneficial for four primary reasons:

- “Dumping” (sending unnecessary or unusable goods and equipment) is eliminated;
- It creates sustainable institutional links and channels of communication between organisations in Scotland and Malawi;
- The long-term economic and social aims of organisations in Malawi and the efforts of donor organisations in Scotland are better co-ordinated, as donations are embedded in local strategies and initiatives for growth;
- Partner organisations in Malawi can take the lead role in development projects, ensuring that their needs are met more effectively.

Success in shipping goods to Malawi depends on the communication between donors and partners in Malawi. It is important that donations are made in line with long-term sustainable goals, agreed by the donor and



**Unless goods are specifically requested by the Malawian partner there is a danger they will sit unused**



recipient. Always listen to the partner organisation, and do not send alternatives. These may not be suitable, and could be a waste of time and money for both the donor and recipient organisations. Donors must consider the implications for the Malawian organisation should they be unable to continue donations in the future, and their potential to undermine the Malawian government to provide for their own communities<sup>2</sup>.

Donors must avoid creating long-term dependency links. By allowing Malawian partners to take the lead on charitable projects, the efforts of donors in Scotland can be reconciled with the immediate short-term needs of Malawian organisations and communities, and their long-term strategies for growth and development. Malawians are unlikely to refuse donations: it is the responsibility of the donor to ensure that all donated items can be put to good use.

When donating goods, always check that they are of an acceptable quality. Books with damaged spines, outdated computers and mechanical equipment which does not operate correctly are of little use in Scotland, and of little use in Malawi. ***Always remember that if the quality of an item is unacceptable in the donor country, it is unacceptable as a donation.***

The following items are generally seen as acceptable donations:

#### **Computers/electronic equipment**

All electronic and mechanical equipment must be checked for suitability and functionality prior to shipping. It is essential that electronic/mechanical items are checked and reconditioned appropriately for use in Malawi. Note that the electrical supply in Malawi is 230v. Particularly old and outdated computers are not a suitable donation. **Overall, donors should ensure that:**

***There is a local capacity to install and maintain any equipment provided.*** Should the equipment breakdown, could it be repaired locally? If spare parts are required, can these be obtained locally? If not, the equipment could become worthless. Bear in mind that developing countries do not always have the capacity for the safe disposal of some electrical/mechanical equipment.

- ***Running costs of the equipment can be met locally.*** If the equipment uses consumables, these must be locally available and obtainable by the partner organisation. If consumable items cannot be obtained in Malawi, donations of this kind risk creating long-term unsustainable dependency links.
- ***If specialist knowledge is required to operate the machinery, this is already in place or provisions have been made for this to be acquired locally.*** Donations of specialist equipment might be of very little use in Malawi. Its potential utility must be verified by the partner organisation prior to shipping.
- ***Surge protectors are provided to protect valuable equipment from fluctuations in the local electricity grid.*** The electrical supply is inconsistent and prone to surges, which can damage electrical equipment. Protectors can be installed at a low cost, prior to donation<sup>2</sup>.

## Drugs/Medical goods

Medical goods must only be supplied according to the requests of recipient organisations. Again, the functionality of all mechanical equipment must be checked and verified prior to shipping, and must be useful to the recipient organisation.

Drugs/medicines must only be supplied according to the specific requests of partner organisations to ensure that they will be put to use. Always ensure that drugs/medicines are well within their use-by date (bear in mind that arrival in Malawi can take several months), and be careful not to create an unsustainable dependency link. Consider whether the supply of medicines will benefit Malawian communities beyond their immediate use, and the likely consequences should these medicines not be supplied in the future<sup>2</sup>. Also, bear in mind that some drugs require specific storage conditions which cannot be maintained in a freight container. Consult The World Health Organization internationally recommended guidelines<sup>3</sup> for the best practice in donating drugs to developing countries for further information.



## 5. ECONOMIC CONSIDERATIONS

Items which are locally available should not normally be shipped to Malawi. The needs of local businesses should not be undermined by international donations, and transporting large volumes of goods over long distances which can be sourced locally is also environmentally unsound.

For example, items such as stationary and clothing are often included in shipments of donations. These items can be easily purchased locally in Malawi. International donations of such readily available items can damage local business and undermine the Malawian economy. In such instances, it is preferable to donate money rather than goods: this returns the money to the local economy, and benefits the long-term development of Malawi. Sensitivity is required, and the needs of local businesses against those of partner organisations must be balanced by the donor. ***It is vital to be aware of the likely impact of donated goods in the area, and their knock-on effect in the local economy.***



## 6. ENVIRONMENTAL CONSIDERATIONS



The transportation of large volumes of goods over long distances coincides with environmental concerns, and containers must be sent on an environmentally-sensitive basis. Recycling goods by sending them to Malawi to extend their use-life is inherently sustainable, and accords with long-term goals of tackling climate change by reducing waste and carbon emissions. Waste can be further reduced by donating only those items which have been specifically requested by recipient organisations. Pooling

resources with other donor agencies also helps reduce carbon emissions, and can ultimately keep the costs of shipping down, e.g. by combining efforts to fill a single 40 ft container as opposed to two 20 ft containers, or consolidating goods to ship a FCL, as opposed to an LCL. Such efforts also facilitate the coordination of donors in Scotland, thus avoiding duplication.

## 7. BREAKDOWN OF COSTS

**EXAMPLE: Container FCL84 from Strachur, Argyll to Ekwendeni, Malawi; courtesy of John Challis, The Raven Trust. Costs as of December 2012.**

<b>UK Costs</b>	Forms, STANDARD Shipping Note, etc.	£5
	Box labels	£40
	Marine Insurance	£200
	DHL (courier for delivery of documents to clearing agent in Malawi)	£34
	Estimated costs of collecting/reconditioning goods in UK	£1,000
		<b>£1,279</b>
<b>Shipping Costs</b>	Ocean freight and shipping charges	£3,873
	Haulage (Coatbridge – Strachur – Greenock)	£440
	Haulage (Beira – Malawi)	£2640
		<b>£6,953</b>
<b>Other Charges</b>	Duty payable	£290
	Clearance and other charges	£1,179

	Delivery (Lilongwe – Ekwendeni)	£1,527
		<b>£2,996</b>
	<b><u>OVERALL TOTAL</u></b>	<b><u>£11,228</u></b>

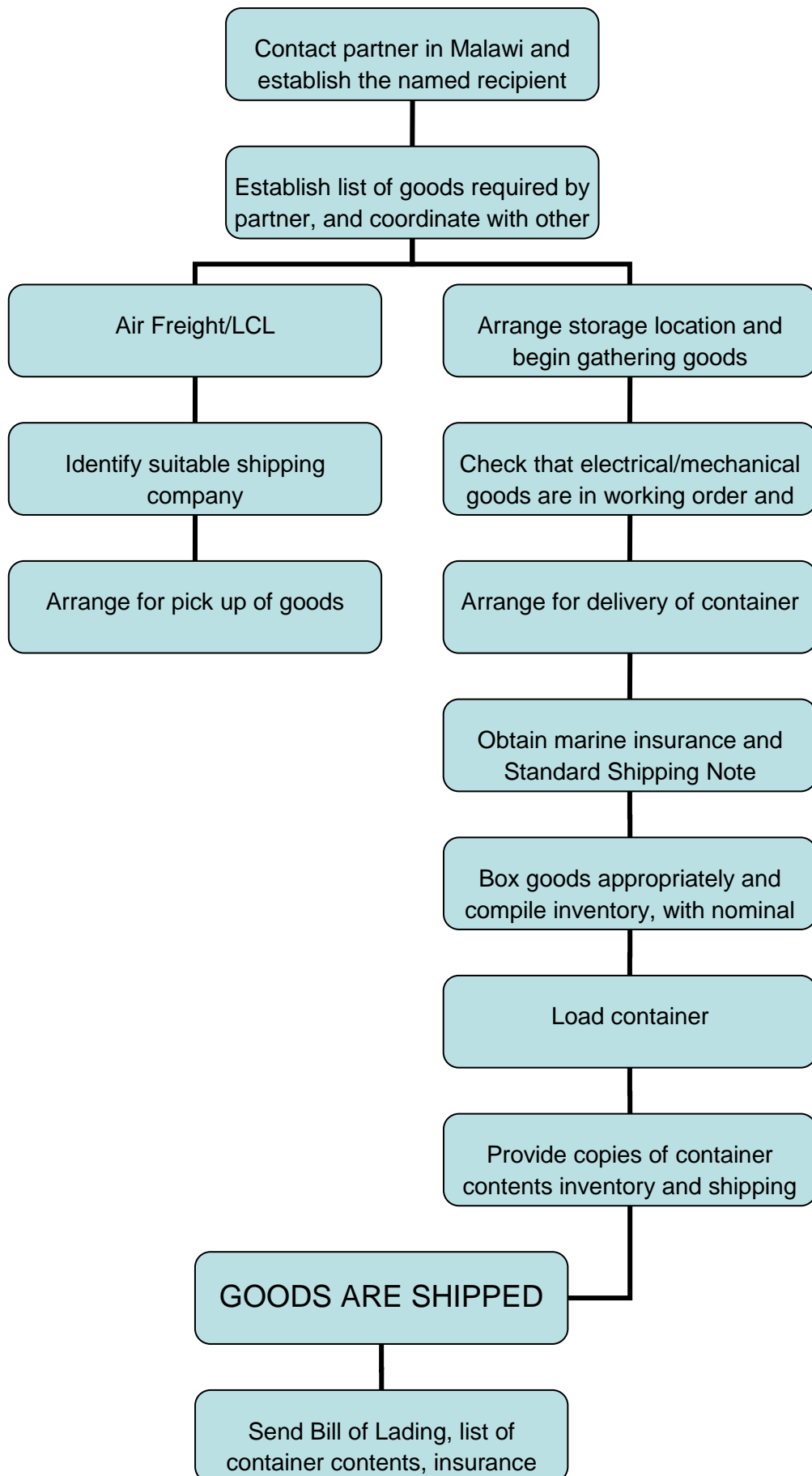
<b>Cost per</b>	Box	1008 boxes	£11.14
	Cubic Metre	76.4 m <sup>3</sup>	£147
	Cubic Foot	2700 ft <sup>3</sup>	£4.20

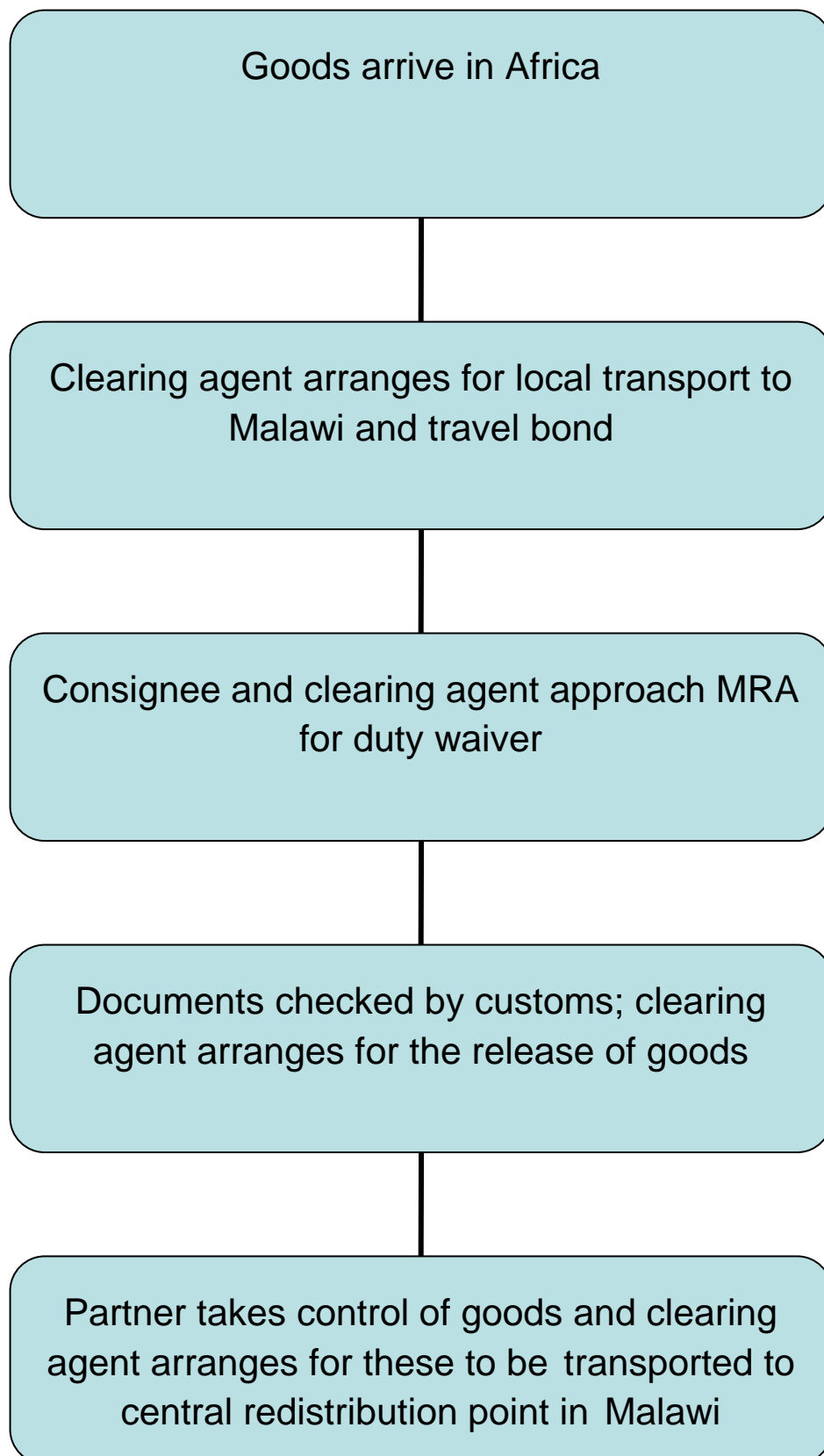
#### **NOTES**

- 1) Many charges are in US \$ and vary according to rate of exchange
- 2) Malawi charges are in MKW and vary according to the rate of exchange
- 3) Costs vary according to fuel charges, congestion charges etc.
- 4) Cost breakdown from container shipment made 10<sup>th</sup> December 2012



## 8. LOGISTICS: EXPORTING FROM SCOTLAND





## 10. CONTACTS

### **Logistics Consultants**

Robert Brown Consulting Group (RBCG)

Lenton Business Center 33

Lenton Boulevard

Nottingham

NG7 2BY

United Kingdom

[www.rbcg.co.uk](http://www.rbcg.co.uk)

Tel :+44115 837 1771

Email: [Info@rbcg.co.uk](mailto:Info@rbcg.co.uk)

Contact :Chauncy Jere FCILT

### **Malawi Revenue Authority (M.R.A.)**

Chayamba Building

Private Bag 247

Blantyre

Malawi

+ 265 (0) 622 588

[mrahq@malawi.net](mailto:mrahq@malawi.net)

Any enquiries/queries regarding customs taxes and duties should be directed to the MRA.

### **Shipping Companies**

#### **1) Safmarine**

UK

Braham Street

London

E18EP

Tel: +44 203 2176350

Fax: +44 203 217 6340

Email: [gbrsclmkt@safmarine.com](mailto:gbrsclmkt@safmarine.com)

[www.safmarine.com](http://www.safmarine.com)

Lilongwe

Safmarine Malawi c/o Maersk

Auction Holding (Head Office)

Kanengo

Lilongwe

Malawi

Phone: +265 1713000

Fax: +265 1713005

Email: [mlaptop@africa.safmarine.com](mailto:mlaptop@africa.safmarine.com)

[www.safmarine.com](http://www.safmarine.com)

**Blantyre**

Safmarine Malawi c/o Maersk

Tea Association Complex

Kidney Crescent Road

Blantyre

Malawi

Tel: +265 1 871074

Fax: +265 1 871056

[blamng@africa-online.net](mailto:blamng@africa-online.net)

[www.safmarine.com](http://www.safmarine.com)

A shipping company with offices throughout the world

**2) Med Freight UK**

Morgan Mkwezalamba

Tel: 079 3045 3122

Fax: 01635 820213

Email: [medfreightuk@aol.co.uk](mailto:medfreightuk@aol.co.uk)



A wholly Malawian owned Freight Company based at London Heathrow which specifically freights personal and household effects from any part of the UK into Malawi.

- competitive air freight rates into either Lilongwe or Blantyre
- assistance in Customs clearance at destination
- pre-payment of handling charges in Malawi

### **3) Tudor International Freight**

Rowan Court

Green Lane

Rawdon

Leeds

LS19 7DT

0113 250 1155

[info@tudorfreight.com](mailto:info@tudorfreight.com)

<http://www.tudorfreight.com>

A commercial company based in Leeds. Flights leave every week, with shipping to Lilongwe and Blantyre.

### **4) Mediterranean Shipping Company**

Medite House

10 The Havens

Ipswich

Suffolk

IP3 9SJ

01473 277 777

[mscukgeneral@mscuk.com](mailto:mscukgeneral@mscuk.com)

<http://www.mscuk.com>

### **5) KAM Freight Services**

Unit 5, Adler Industrial Estate

Betam Road, Hayes UB3 1ST

T: +44 (0)208 573 2522

F: +44 (0)208 569 1046

E: [info@kamfreight.co.uk](mailto:info@kamfreight.co.uk)

E: [kamfreightservicesuk@gmail.com](mailto:kamfreightservicesuk@gmail.com)

**6) Freight Agency Limited**

Airedale House, 15-17 Northgate

Baildon, Bradford

West Yorkshire

BD17 6JZ

T: +44 (0)1274 580049

F: +44 (0)1274 580070

Email: [sales@freightagency.com](mailto:sales@freightagency.com)

**7) Mail Boxes Etc.**

- 196 Rose Street

Edinburgh

EH2 4AT

- 12 South Bridge

Edinburgh

EH1 1DD

There are various branches of Mail Boxes Etc. in Scotland. This company can ship smaller boxes of goods to Malawi (max. 30 kg), using Parcel Force, UPS and FedEx. The exact cost of shipping is determined by the weight of the package, with 10 kg from around £175, and 30 kg from around £430.

**Freight forwarding/Clearance agents**

**1) S & J Discount Freight**

Robray House

PO Box 30005

Lilongwe 3

Smile Namagonya

+265 (0)1700521

-Recommended by John Challis of the Raven Trust

## **2) Holy Trinity Clearing Agent**

Cargo Building  
Kamuzu International Airport  
P.O. Box 112  
Lumbadzi  
Lilongwe 5  
Malawi  
+265 1 700 972, + 265 999 495 953  
[htcca@malawi.net](mailto:htcca@malawi.net)

-Recommended by Janet Chesney of the Chesney Trust.

## **3) Trans Maritime Limited**

P.O. Box 434  
  
Blantyre  
  
Malawi  
  
+ 265 (0) 1 676100 / 675300  
  
[info@transmaritime.net](mailto:info@transmaritime.net)  
  
<http://www.transmaritime.net/>

## **4) Cargo Management Logistics Ltd**

PO Box 40666  
  
Kanengo  
  
Lilongwe  
[cargomanagement@cmi-malawi.com](mailto:cargomanagement@cmi-malawi.com)

- **Lilongwe**

Cargo Agents Complex  
  
Construction House  
  
Kanengo Industrial Site  
  
Area 28/65  
  
Lilongwe  
+265 01 700530, +265 01 712335, +265 01 700501, +265 01 873653,

- **Blantyre**

Makata Industrial Site  
  
PO Box 2403

Blantyre

+265 01 876539

Clearance/freight forwarding company, with offices in Lilongwe and Blantyre.

**5) Manica Malawi**

**Blantyre**

Macleod Road

Makata

Blantyre

Tel: +265 1 876 566

Contact: Ray Barford, Managing Director

[rbarford@manica-malawi.com](mailto:rbarford@manica-malawi.com)

[www.manica-africa.com](http://www.manica-africa.com)

**Lilongwe**

Manica Container Depot

Alimaunde

Kanengo

Lilongwe

Tel: +265 171 0881

Contact: Everson Bandawe

[ebandawe@manica-malawi.com](mailto:ebandawe@manica-malawi.com)

[www.manica-africa.com](http://www.manica-africa.com)

**6) Airfreight Services Lilongwe**

Kamuzu International Airport

Lilongwe

Tel: +265 170 1054

Contact: Ackim Mwale

[manicalia@malawi.net](mailto:manicalia@malawi.net)

[www.manica-africa.com](http://www.manica-africa.com)



## **7) Airfreight Division Chileka**

Chileka International Airport

Blantyre

Tel: +265 169 2305

Contact: Exford Kaphuka

[manicaacd@mw.celtelplus.com](mailto:manicaacd@mw.celtelplus.com)

[www.manica-malawi.com](http://www.manica-malawi.com)

Clearance/freight forwarding company, with offices in Lilongwe and Blantyre.

## **Charitable Organisations**

### **1) The Raven Trust**

Bay Villa

Strachur

Argyll

PA27 8DE

John and Sue Challis

01369 860 436

[strachur@aol.com](mailto:strachur@aol.com)

<http://www.theraventrust.org>

A charity registered in Scotland (SC30260) which currently sends approximately eight 40 ft. containers to Malawi each year. The Raven Trust works in partnership with the CCAP (Central Church of African Presbyterians) to distribute goods in Malawi.

### **2) Malawi Trade Schools Appeal**

Balnastraid

Moniave

Thornhill

DG3 4HP

01387 260309

Provide tools and machinery, mostly to the Samaritans Trust in Blantyre.

**3) The Chesney Trust**

44 Dunmore Street

Balfron

G63 0TX

01360 440 377

[dunmorecot@tiscali.co.uk](mailto:dunmorecot@tiscali.co.uk)

<http://chesneytrust.org>

**4) Books Abroad**

Unit 1

Richmond Avenue Industrial Estate

Rhynie

Huntly

Aberdeenshire

AB54 4HJ

Scotland

01464 861446

<http://www.booksabroad.org.uk>

A charity registered in Scotland (SCO 11359) which currently donates books to 40 schools in Malawi.

**5) Global Concerns Trust**

4 Oxford Terrace

Edinburgh

EH4 1PX

Tools are donated across Scotland and refurbished by volunteers, many with special needs. The tools are dispatched to Malawian schools and centres for adults with disabilities. Education and Training programmes are run to teach and further develop the pupils and adults in the use of the tools. The tools enable the groups of disabled adults in Malawi to develop their skills, confidence and self esteem and help them feel more included in mainstream society.

**Tropical Health and Education Trust (THET)**

1 Wimpole Street (5th Floor)

London

W1G 0AE

info@thet.org

<http://www.thet.org.uk/>

THET (2014) [“Making It Work: A toolkit for medical equipment donations to low-resource settings”](#)

**Scotland Malawi Partnership**

Room 3/7

City Chambers, High Street

Edinburgh

EH1 1YJ

0131 529 3164

[info@scotland-malawipartnership.org](mailto:info@scotland-malawipartnership.org)

[www.scotland-malawipartnership.org](http://www.scotland-malawipartnership.org)

Address: Room 3/7, City Chambers, City of Edinburgh Council, High Street, Edinburgh, EH1 1YJ

Tel: 0131 529 3164 E mail: [info@scotland-malawipartnership.org](mailto:info@scotland-malawipartnership.org)

A company limited by guarantee (SC294378) and a registered Scottish charity (SC037048)