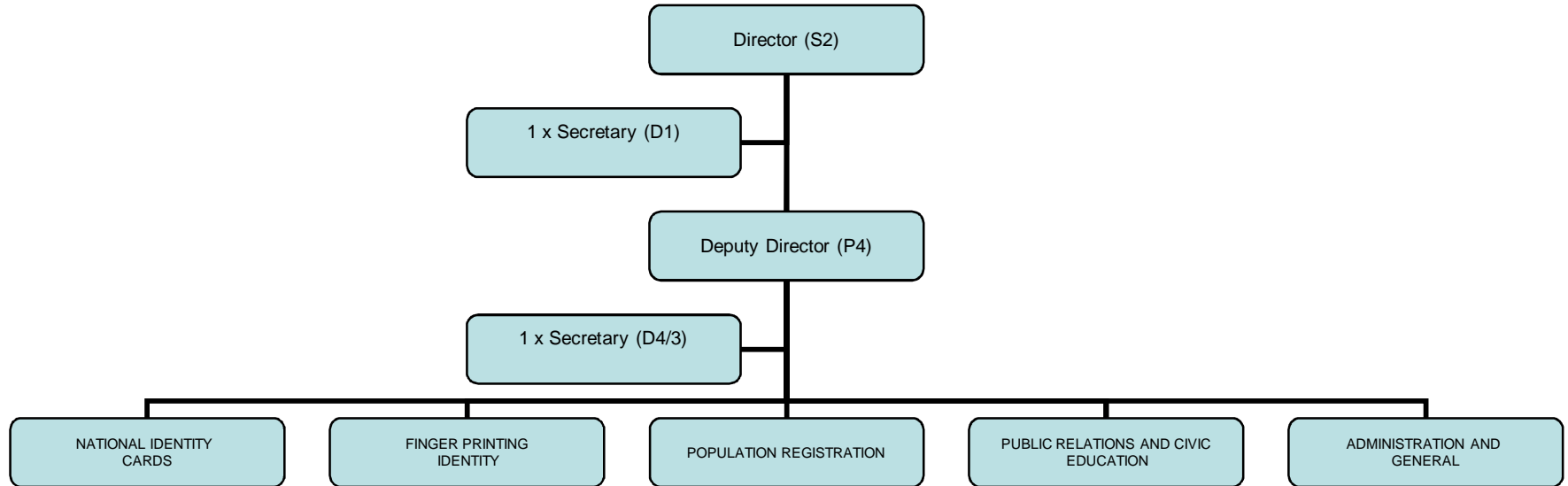


FUNCTIONAL ORGANISATION STRUCTURE FOR NRB



1x CRO (P5)

Functions

- 1.) To produce and Birth/Death certificates and ID cards to Malawians and resident foreigners
- 2.) To Replace all identification and documents
- 3.) To intergrate bio-data with other activities of all stakeholders in the economy

1 x PFPO (P7)

Functions

- 1). To collect and classify finger print data and record on database
- 2). To scan & maintain finger prints records into computer
- 3). To carryout verification of identity using finger prints as requested by stakeholders e.g. banks, police

1 x CRO (P5)

Functions

- 1). To manage and maintain bio-data on population for demographic and social-economic development
- 2). To analyse national population statistics and advise government on voter policies and other regulations
- 3). To establish communication systems for effective control of immigration and migration
- 4). To manage the registration of birth, marriages and deaths

1 x PCEO (P7)

Functions

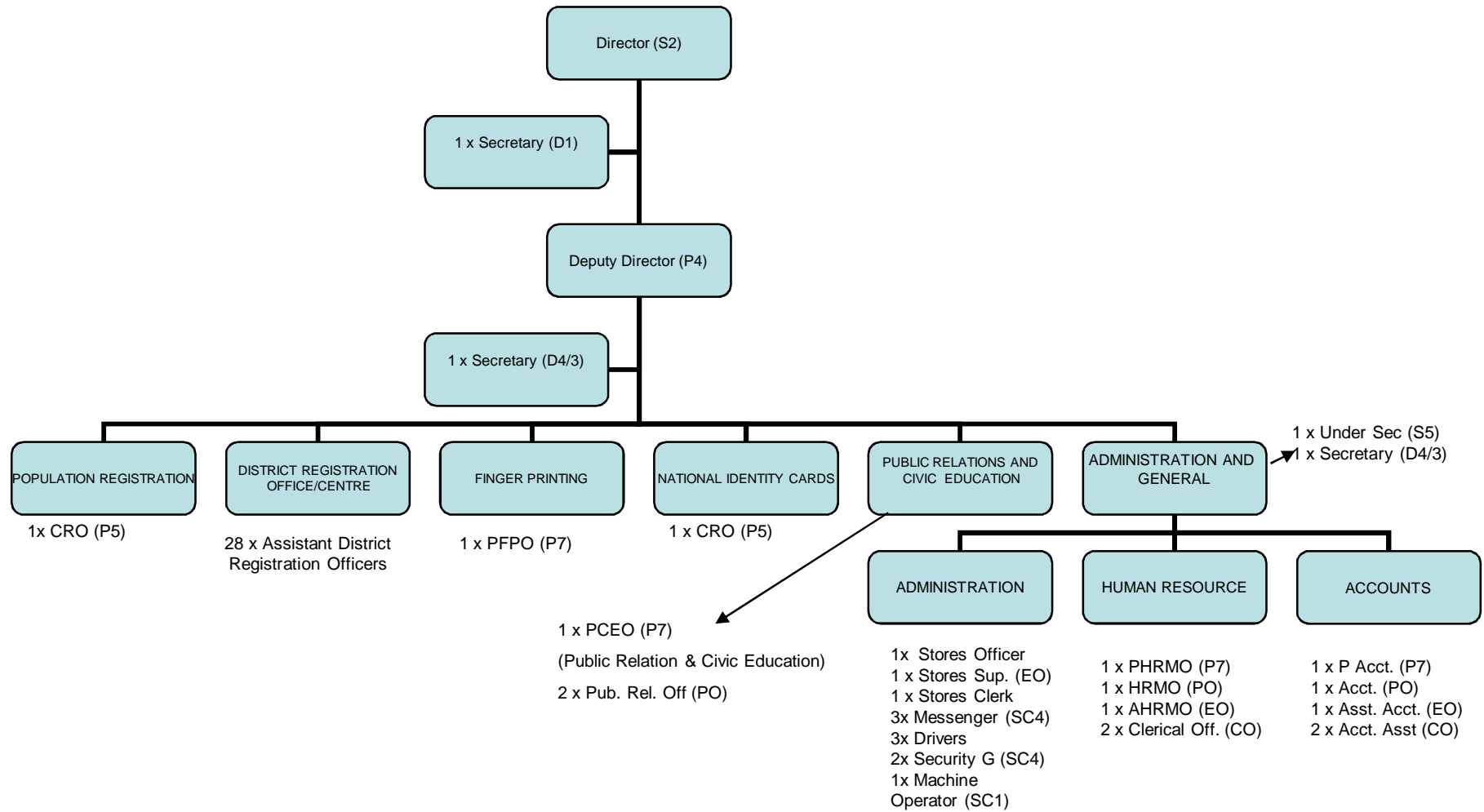
- 1). To establish effective communication and dissemination systems between bureau and stakeholders
- 2). To effectively disseminate information on the population registration rules and regulations
- 3). To manage Civic Education and Public Awareness Programmes
- 4). To network with local and international media houses

1 x Under Sec (S5)
1 x Secretary (D4/3)

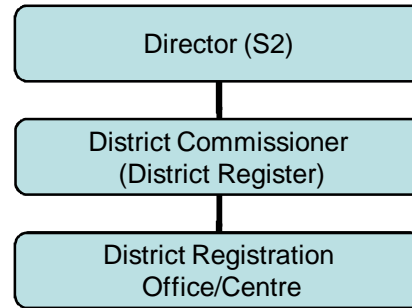
Functions

- 1). To provide administrative and support services
- 2). To provide management Information Communication Technology Systems
- 3). To manage Human Resource Management and Development
- 4). To establish an effective and efficient Financial Management and Internal Audit

FUNCTIONAL ORGANISATION STRUCTURE FOR NRB



FUNCTIONAL ORGANISATION STRUCTURE FOR DISTRICT ASSEMBLIES



1 x Assistant District Registration Officer (P8)
1 x Office logistical Officer (TO)
2 x Data Preparation Clerks (DP3/2)
1 x Messenger (SC4)