

# **Registrar General**

**Vote Number:** 352

**Controlling Officer:** Solicitor General and Secretary for Justice

## **1. Overview**

### **1.1 Mission**

The mission of the Department of Registrar General is to create and maintain a regulated and viable environment for industrial property rights system, registration of commercial entities and civil events.

### **1.2 Objectives and Strategies**

<b><i>Objectives</i></b>	<b><i>Strategies</i></b>
To Provide an improved and effective system of collection of stamp duties and estate duties through Engagement of Professional valuation services	Promoting and supporting the harmonization of domestic and international law, procedure and practice in order to enhance participation in global trade markets and attract foreign direct investment and technology inflows into the country.
To provide an improved and effective system of registration, incorporation and dissolution of companies, business names, farmers stop orders and bills of sale	Promote the awareness and utilization of, as well as respect for Industrial Property Rights in order to stimulate technological innovation and development and enhance Malawian industry and commerce through the implementation of National IP Policy.
To promote respect and observance of industrial property through an efficient and effective system of registration.	Improvement of registration storage, retrieval, management and dissemination of information through computerised database system (i.e.) industrial property, business registration and civil registration.

### **1.3 Summary of Achievements in 2010/ 2011**

- Registered 6328 small businesses;
- Registered 481 limited companies;
- Processed 3966 stamp duty applications, 1621 bill of sale applications and 113 trustees applications;
- Collected 480 million of revenue against the target of 470 million;
- Opened a regional office in Mzuzu;
- Cleared a backlog of 12638 trademark and patent applications; and
- Registered 5,208 birth certificates, 115 marriage certificates and 325 death certificates.

## 1.4 Priority Outputs and Measures

Output	What Objective Is Output Contributing To?	2010-11 Planned	2010-11 Preliminary	2011-12	2012-13	2013-14
Revenue Collection improved	To provide an improved and effective system of collection of stamp duties and estate duties through Engagement of Professional valuation services	To collect MK 478 million of revenue	Collected MK480 million of revenue	To collect MK473 million	To collect MK520 million of revenue.	To collect MK572 million of revenue.
Registration of Companies increased	Provision of an improved and effective system of registration, incorporation and dissolution of companies, business names, farmers stop orders and bills of sale	To register 5700 companies (business and limited companies)	Registered 6807 companies (business and limited)	To register 7000 companies (business and limited)	To register 7500 companies (business and limited)	To register 8000 companies (business and limited)
Backlog of trademark and patent applications cleared	Provision of an improved and effective system of registration, incorporation and dissolution of companies, business names, farmers stop orders and bills of sale	To clear 35,000 backlog of trademark and patent application	Cleared 23, 638 trademark and patent applications	To clear the remaining 12, 638 trademark and patent applications	To have a fully automated trademark and patent registry in place.	To fully implement the online registry

## 2. Summary of Budget

### 2.1 Medium-Term Expenditure Allocations

***Table 2a: Budget by Type***

	MK 000'000s				
	2010-11 Approved	2010-11 Revised	2011-12 Estimate	2012/13 Projection	2013/14 Projection
PE	20.19	19.38	24.38	28.21	31.38
ORT	74.46	77.18	77.30	83.87	91.00
<b>Recurrent - Total:</b>	<b>94.65</b>	<b>96.57</b>	<b>101.68</b>	<b>112.08</b>	<b>122.38</b>
<b>352 - Registrar General - Total:</b>	<b>94.65</b>	<b>96.57</b>	<b>101.68</b>	<b>112.08</b>	<b>122.38</b>

**Table 2b: Budget by Program**

	MK 000'000s				
	2010-11 Approved	2010-11 Revised	2011-12 Estimate	2012/13 Projection	2013/14 Projection
02. Legal Services	82.96	85.44	51.54	61.93	69.23
<b>16. Governance and Rule of Law - Total:</b>	<b>82.96</b>	<b>85.44</b>	<b>51.54</b>	<b>61.93</b>	<b>69.23</b>
03. Management and Support Services	11.69	11.12	48.60	48.60	51.60
04. HR Development and Management	0.00	0.00	1.54	1.54	2.54
<b>17. Public Administration - Total:</b>	<b>11.69</b>	<b>11.12</b>	<b>50.15</b>	<b>50.15</b>	<b>54.15</b>
<b>352 - Registrar General - Total:</b>	<b>94.65</b>	<b>96.57</b>	<b>101.68</b>	<b>112.08</b>	<b>123.38</b>

**2.2 Medium-Term Revenue Projections**

**Table 2d: Medium Term Revenue Projections**

	MK 000'000s				
	2010/11 Approved	2010/11 Revised	2011/12 Estimate	2012/13 Projection	2013/14 Projection
352 - Registrar General - Total Revenue	476.38	470.00	473.41	520.75	572.83

**3. Past Performance and Planned Outputs**

**Table 3a - Recurrent Budget Outputs**

Sub - Program/ Program	2010/11 Approved Budget		2010/11 Revised Budget		2011/12 Estimates	
	Planned Outputs	Allocation: MK 000'000s	Actual Outputs	Allocation: MK 000'000s	Planned Outputs	Allocation: MK 000'000s
<i>02. Legal Services</i>						
	Automation of commercial registry	82.96	Scanning of the manual files completed	85.44	To have a fully automated commercial registry	51.54
<b>16. Governance and Rule of Law - Total</b>		<b>82.96</b>		<b>85.44</b>		<b>51.54</b>

<i>Sub - Program/ Program</i>	<b>2010/11 Approved Budget</b>		<b>2010/11 Revised Budget</b>		<b>2011/12 Estimates</b>	
	Planned Outputs	<b>Allocation: MK 000'000s</b>	Actual Outputs	<b>Allocation: MK 000'000s</b>	Planned Outputs	<b>Allocation: MK 000'000s</b>
<i>03. Management and Support Services</i>						
Management and support services improved		<b>11.69</b>	Management and support services improved	<b>11.12</b>	Management and support services improved	<b>48.60</b>
<i>04. HR Development and Management</i>						
		<b>0.00</b>		<b>0.00</b>		<b>1.54</b>
<b>17. Public Administration - Total</b>		<b>11.69</b>		<b>11.12</b>		<b>50.15</b>
<b>352 - Registrar General - Recurrent Budget Total</b>		<b>94.65</b>		<b>96.57</b>		<b>101.68</b>

## 4. Itemized Budget Summary

**Table 4a - Recurrent Budget by Item**

	<b>MK 000'000s</b>			
	<b>2010-11 Approved</b>	<b>2010-11 Revised</b>	<b>2011-12 Estimate</b>	<b>% Change 2011/12</b>
10 - Salaries	19.70	18.89	23.89	21.30%
11 - Other allowances	0.49	0.49	0.49	-0.71%
21 - Internal travel	16.20	16.20	24.31	50.04%
22 - External travel	9.15	10.87	0.80	-91.26%
23 - Public Utilities	5.07	5.07	2.74	-45.88%
24 - Office supplies and expenses	11.00	11.00	15.80	43.72%
28 - Training expenses	7.56	7.56	6.86	-9.22%
29 - Acquisition of technical services	3.28	3.28	3.01	-8.34%
34 - Motor vehicle running expenses	9.51	9.51	13.49	41.90%
35 - Routine Maintenance of Assets	8.36	8.36	8.02	-4.11%
39 - Grants to International Organisations	0.20	0.20	0.58	192.25%
41 - Acquisition of Fixed Assets	4.13	5.13	1.68	-59.29%
<b>352 - Registrar General - Total:</b>	<b>94.65</b>	<b>96.57</b>	<b>101.68</b>	<b>7.43%</b>