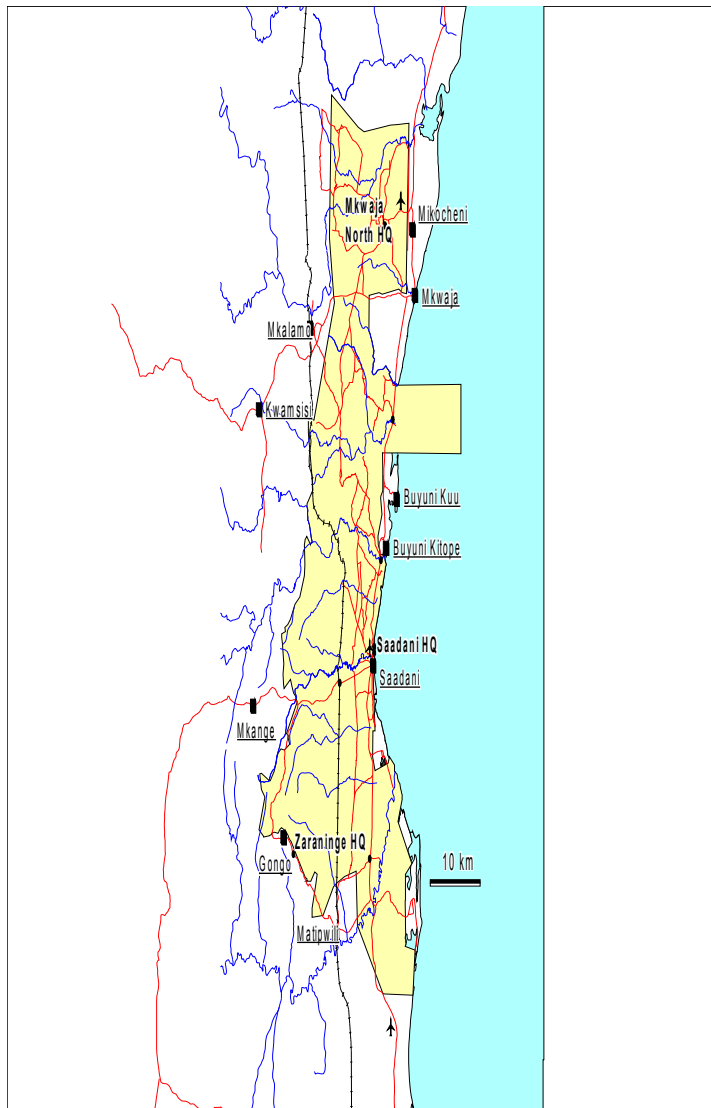


MANAGEMENT ZONE PLAN



SAADANI NATIONAL PARK

APPENDICES

APPENDIX 1: NOTES FOR FIRE AND VEGETATION MANGEMENT (From Bloesch and Klötzli, 2002)

Fire Management

The fire management should favour a rich habitat pattern in order to maintain a rich floral and faunal biodiversity within the Saadani ecosystem. According to Rodgers (1979) we should consider two major effects in any fire management. One is of short term, dealing with the structure of the grass cover, its standing crop, availability and palatability. The other is in the long term, dealing with succession and change (woody cover). Savanna vegetation has evolved under recurrent natural and man-made fires. The prolonged effects of fire upon the savanna landscape have resulted in the development of special fire-tolerant communities of plants and animals which are dependent on periodic burning for their existence (see Bloesch 2002).

Burning and grazing/browsing are closely interlinked and have a significant impact on the tree-grass ratio (see Fig. 2) and the species composition in general and thereby also on the fodder value of the habitat. Early season fires provoke grass flush thereby offering additional fodder of high nutrient value during period of nutrient deficiency. Frequent fires favour *Hyperthelia dissoluta*, *Themeda triandra* and *Cyperaceae* in general (Klötzli 1980a, 1995).

Late dry season fires of high intensity help to maintain an open savanna. On the other hand, a no burning protocol as well as an early burning regime of low intensity favour afforestation in general within a savanna landscape (see Bloesch 2002).

Intense late dry season fires may be appropriate to reopen encroached areas. However, since the grass fuel is usually too low in encroached areas to allow high fire temperatures, it may be necessary to cut at least partially the tree/shrub cover one year prior to controlled burning in order to increase the fuel load. The accumulated dead biomass should then produce high fire intensity close to ground at the end of the dry season, thereby possibly destroying the rootstocks of *Acacia zanzibarica*. However, encroached savannas classified as inferior pasture for grazing mammals may offer an excellent habitat for browsers like giraffes or impalas (during the dry season).

A fire management plan should be elaborated defining for all habitats the specific fire regime, i.e., fire prevention or controlled burning. In the case of controlled burning the season and the frequency of burning (intervals of years) must be defined. The challenge of the fire management plan will be to transform the actually uncontrolled fire regime in the Saadani ecosystem into a prescribed fire regime. The fire management plan should be visualised in a map showing the specific fire regimes for the different habitat types.

Suggestions

The management strategy for the Park and its surrounding should consider the following specific objectives:

1 Protection:

Protect the high conservation value of Zaraninge forest and all small forest formations from illegal timber cutting. Designate adequate bufferzones for covering the needs of local communities (fuel, poles and other forest products). Examine the potential for the sustainable extraction of non-timber products from the reserve.

Encroached parts at the boundary of Zaraninge forest should be protected from destructive late dry season fires by fire breaks or by controlled early dry season burning (at the very beginning of the dry season, as soon as the weather conditions and moisture content of the vegetation allow it in order to minimise damage to the woody regeneration).

Ensure the protection of green turtle breeding sites and ensure the guarding of Roosevelt sable antelope.

2 Conservation and favouring of rich vegetation mosaic:

Define on a map the fire regime according to the habitat specificity, seasonal fodder availability and fodder quality.

3 Opening of encroached savannas:

Use intense late dry season fire attempting to reopen encroached areas in favour of grazers and game watching; restore an important elephant populations; study the reintroduction of the extinct black rhinoceros (*Diceros bicornis*) as an important browser.

4 Water points:

Ensure water availability for wildlife during dry periods (maintenance of the water dams within the former Mkwaja Ranch).

These suggestions should be considered in a management plan. The management plan should include a habitat map based on a detailed vegetation map (see 5). The following habitats may be defined (vegetation types in brackets):

- Forest (coastal forest, hilltop forest, gallery forest, riverine forest around water dams)
- Open savannas with interspersed thicket clumps (savanna woodland, tree, shrub and grass savanna) and grassland
- Encroached savannas (tree, shrub and grass savanna)
- Wetland within Zaraninge and other swamps
- Shore (salt flat, coastal fringe forest, herbaceous dune vegetation, mangrove forest)

5 Proposed applied research activities

According to lacks of knowledge we propose the following applied research activities in view of a sustainable management of the future Saadani National Park and its surroundings:

- Inventory of the flora and fauna of the small Mkwaja coastal forest, the small hilltop forests, gallery and riverine forests and additional inventory of Zaraninge coastal forest in order to assess their biodiversity values (consider the Frontier-Tanzania technical reports 16 and 17, see Clarke & Dickinson 1995 and Clarke & Stubblefield 1995); floral and faunal survey of Razaba Ranch;
- Mapping of the main vegetation units in view of supporting a spatial management plan; the elaboration of a detailed vegetation map is part of the actual research programme at Mkwaja (see annex A);
- Long term monitoring of vegetational shifts in areas of different land-use history, especially in encroached areas in view of better understanding the underlying driving forces (using satellite remote sensing, aerial photographs and ground plots along transect); this analysis should include encroached *Acacia zanzibarica* stands in the Saadani Game Reserve considering herbivory (especially the high population of giraffes and of the introduced gnus) and early burning regime (favouring encroachment);
- Assessment of the vegetation dynamics of Zaraninge coastal forest (succession, regeneration...) and its affinities with the small forest formations;
- Long term observation of the impact of different fire regimes on the main vegetation units;
- Elaboration of a fire management plan;
- Assessment of the migration patterns of large mammals (in particular elephants);
- Development of the tsetse population after abandonment of the Mkwaja cattle ranch (the tsetse was almost eradicated due to successful dipping of cattle in a insecticide containing bath (Fox et al. 1993);
- Assessment of the essential forest product for the local communities (including demand and supply pattern for timber, firewood and charcoal) and identify use options in the Park and the bufferzone which will not endanger the sustainable management of the forest formations.

APPENDIX 2: ROAD CLASSIFICATION

Table: Standardised Road Classification System for TANAPA

Road Use	Class	Description	Average Travelled Width
Major Access	I	Cambered, ditches, turnouts, murrum surfacing, full 2-lane traffic, all-weather 2WD; Roads are shaped and cambered; have drainage ditches and turnouts for removing water from the roadway, and have been surfaced full length with murrum.	7 m
Minor Access	II	Cambered, ditches, turnouts, murrum surfacing, 1-lane with room for slow speed passing, all-weather 2WD; Roads are shaped and cambered; have drainage ditches and turnouts for removing water from the roadway, and have been surfaced full length with murrum.	4.5 m
Minor Access	III	Cambered, ditches, turnouts, murrum surfacing, 1-lane with room for slow speed passing, all-weather 2WD; Roads are shaped and cambered; have some drainage ditches and turnouts, have a limited amount of murrum at soft spots.	4.5 m
Game Viewing	IV	Cambered, ditches, turnouts, 1-lane, may not be accessible at all times, 4WD; Roads are shaped and cambered; have some drainage ditches and turnouts and have a limited amount of murrum at soft spots.	3 m
Game Viewing	V	No camber or shaping but could be lightly graded, 1-lane, not accessible during the wet season, 4WD, basically 2-track	3 m
Administration	V	No camber or shaping but could be lightly graded, 1-lane, not accessible during the wet season, 4WD, not open to visitors, basically 2-track	3 m

APPENDIX 3: GENERAL PARK REGULATIONS

Anyone contravening any of the following regulations is liable for a penalty as stipulated in the TNP Ordinance CAP 412. The Park authority has all rights by law, to compound or prosecute any person who contravenes such regulations depending on the seriousness of the offence. In the case of the tour drivers and companies, such contraventions can lead to their being banned from entry into the Park.

1. Three official entry points exist to Saadani National Park. These are the gates at Mikocheni, Mkange, Madete and Wami. Light aircraft are allowed to land within the park only at airstrips approved by the Directorate of Civil Aviation and which are also recognized as official entry points by the National Park authorities. No access is allowed via unofficial entry points.
2. Entry is forbidden without payment of the appropriate fees for each 24 hours or part thereof spent in the park. Receipts must be kept and may be required for checking by Park officials.
3. A 50 kph (30 mph) speed limit exists throughout the Park for all vehicles.
4. Off-road driving is prohibited throughout all *Zones*.
5. Any accident involving injury to or the death of an animal has to be reported to the park headquarters at the first opportunity.
6. Particular areas may be closed at certain times to all vehicles to prevent environmental damage and undue disturbance to wildlife.
7. Night driving is prohibited (1900 - 0600 hours). Visitors should only enter when they can be sure of reaching their destination by 1900 hours. Entry after 1800 hours is forbidden at any gate. Limited vehicle movements are permitted after dark only in the immediate vicinity of lodges to allow visitors to travel directly between lodges and adjacent public campsites. Such driving is prohibited after 2200 hours.
8. Aerial game viewing from either light aircraft or helicopter is not allowed. The minimum flying height above the National Park, for purposes not directly connected with park management, is 1,500 feet above ground level.
9. No water may be collected or used from any naturally occurring source in the park. Visitors must either carry water in from outside the park or collect a supply from lodges and other official water supplies within the park. In addition, untreated waste water may not be drained or diverted into any natural water source.
10. Disposal of litter is forbidden in any place other than those provided in the campsites, at park head- quarters and other officially designated sites.
11. Fires may not be started away from campsites.
12. No person may enter the park in possession of any weapon, explosive, trap or poison without an official permit issued by the National Park's authorities.
13. No object, animate or inanimate, may be removed from the Park.
14. Visitors are forbidden to bring any wild, domestic or tame animals, or exotic plant species in o the National Park.
15. Visitors may not get out of, stand on, or unduly hang out of vehicles in the vicinity of any animal for any reason.
16. Under no circumstances will the Park management be held responsible for damage caused to visitors or their vehicles by animals in the Park.
17. Killing wildlife and causing damage to vegetation in the park is strictly prohibited.

18. Harassment of, disturbing, feeding or interference with wildlife within the park is strictly prohibited.
19. Non-authorized personnel may not interfere with scientific equipment or long-term monitoring sites.
20. Fly camping will be allowed with the appropriate permissions.

APPENDIX 4: OVERNIGHT ACCOMMODATION DEFINITIONS

- **Hotel:**

one level, permanent, steel reinforced cement foundations with permanent hard walls, continuous structure with multiple interior bedrooms, dining room, bar, gift shop, offices, reception, and storage under one primary roof structure with interior plumbing and power; swimming pool optional; essential onsite staff housing; essential parking and storage space only. Biodegradable trash buried and burnables burned by tour operator. Non-burnables removed from the park by tour operator.

- **Wildlife lodge:**

one level, permanent, steel reinforced cement foundations with permanent hard walls, continuous structure with reception, gift shop, dining room, bar, and offices under one roof with interior plumbing and power; a series of one level, separated, permanent, steel reinforced cement bedroom structures (bandas, cottages etc); swimming pool optional; only essential staff housing; essential parking and storage space only. Biodegradable trash buried and burnables burned by tour operator. Non-burnables removed from the park by tour operator.

- **Permanent Tented Camp:**

one level, cement or wood platform, tented structure with reception, dining room, and bar; a series of one level, cement or wood platform, separated, permanent tented bedroom structures; swimming pool optional; only essential onsite staff housing; essential parking and storage only. Biodegradable trash buried and burnables burned by tour operator. Non-burnables removed from the park by tour operator.

- **Special Campsites: (NON-PERMANENT TENTED CAMPS):**

all temporary tented camps; no cement platforms or permanent structures of any type; no permanent toilet structures of any type. All trash packed out by tour operator; camouflage camping techniques.

- **Public Campsites: (NON-PERMANENT TENTED CAMPS):**

all temporary tented camps, numbered and designated tent sites with perimeter definition for tent locations, fire rings, and parking area; permanent toilet structures; TANAPA regularly scheduled trash pickup collection system and toilet maintenance.

- **Wilderness Campsites: (NON-PERMANENT TENTED CAMPS):**

non-designated (may be designated in special circumstances) tent campsites and foot trails; access by foot only; no permanent structures or roads of any type. Tour operator or individual user responsible for packing out all trash; camouflage camping techniques.

All TANAPA Lease and Non-Lease accommodation categories will prohibit the concessionaire or organisation from establishing any type of procedure that will result in discrimination or 'exclusive use' of the facility. Anyone will be allowed to book or reserve accommodations for the above types of accommodations.

APPENDIX 5: CAMPSITE REGULATIONS

There are three types of designated campsites

1. Public
2. Special
3. Wilderness

All campsites are identified and designated as such by Parks. No camping outside of these designated campsites is allowed.

Campsites are opened and closed at Park's discretion. A list of operative campsites and fee structures is provided at all entry gates.

Campsites can not be occupied for periods longer than 14 days. Any extension of this period can only be authorized in writing by the Chief Park Warden or his/her designee.

Campsites are used entirely at the campers own risk.

Camping outside of the Park is not encouraged by the Park authorities except in areas designated for this purpose by local communities.

Regulations Concerning All Campsites

1. Permanent structures may not be erected at campsites. All tents and all evidence of occupation must be removed on departure.
2. Litter should not be discarded at the site. Campsites must be kept and left clean. If there are rubbish disposal facilities at the site, campers must take all litter away with them.
3. Litter may only be disposed of at sites designated by Parks.
4. Cutting, damaging or removal of any vegetation whether alive or dead within the National Park is prohibited.
5. Firewood collection is only allowed in areas designated by the Park. Firewood collected inside the Park must not be taken outside.
6. Campers are not allowed to destroy, deface or remove any object whether animate or inanimate.
7. Campers and vehicles must be at their camping sites between 7 pm and 6 am. Limited vehicle movements are permitted after dark only in the immediate vicinity of lodges to allow visitors to travel directly between lodges and adjacent public campsites. Such driving is prohibited after 2200 hours.
8. Killing, disturbing and feeding any animal species in the Park is strictly prohibited.
9. Campers (especially drivers) must minimize vehicle tracks at the camping site and in areas adjacent to it. Driving should only be done on established roads and tracks when going to or leaving camping sites.
10. Musical instruments and audio playback equipment are discouraged.
11. Fires must be extinguished when the site is left unattended and upon departure.
12. All food must be secured in animal-proof containers when not in use. No food remains may be discarded on site (see rubbish disposal regulations).

Additional Regulations for Special and Wilderness Campsites

1. Campsite bookings must be made in advance through Tanzania National Parks offices in Arusha. Bookings should specify the number of visitors, the number of support staff, number of vehicles and the duration of stay. A voucher should be obtained for all such bookings.
2. Water collection is only allowed from officially designated water supply points. Water collection or use from any other source must be authorized in writing by the Chief Park Warden or his/her designee. In addition, untreated waste water may not be drained or diverted into any natural water source.
3. Prior to occupying any campsite, camp support staff and visitors must report to an official entry gate or the Headquarters in Mkwaja.
4. Prior to departure, campsite users must obtain written confirmation from the nearest National Park facility that the site has been left in a clean and orderly state.
5. In no case is driving between 1900 and 0600 hours allowed at Wilderness Campsites. In the case of Special Campsites regulation number 7 above, applies.
6. In the case where all the above rules and regulations are not observed campers will be required to be accompanied by a member of the Park's staff for the entire duration of stay.
7. Parks reserve the right to open and close these sites. Infractions can result in operators and individuals being refused access to these sites.

APPENDIX 6: TANZANIA NATIONAL PARKS DEVELOPMENT ACTION LEASE PROCEDURES

SECTION 1: PROCEDURAL REQUIREMENTS

INFORMATION REQUEST

STEP 1

The "**Interested party**" (**IP**) will be required to provide TANAPA HQ with a **written "letter of interest"**, identifying and fully describing one development or one action and its location within the park.

STEP 2

TANAPA HQ, within **14 days** of receiving the "**letter of interest**" will provide the IP with the following;

A: Cover Letter (standard letter).

B: Copy of the National Policies

C: An approved copy of the relevant:

- GMP/EIA or
- MZP/EIA or
- DCP/EIA

D: A copy of the Development/Action/Lease Procedures (**DALP**) containing:

- Procedural Requirements
- Site Selection Criteria
- Project Proposal Requirements, Content and Format
- Environmental Impact Assessment Checklist
- Accommodation Definitions (Appendix A)

PREPARATION OF THE DEVELOPMENT PROSPECTUS (DP)

STEP 3

The IP will thoroughly review the National Policies, appropriate approved park plans, and the DALP. It will be the responsibility of the IP to have a full understanding of and assume full responsibility for all compliance requirements prior to preparing the **DEVELOPMENT PROSPECTUS (DP)**. If interested in pursuing a type of development or action within a national park, **the IP will be responsible for meeting with TANAPA HQ, prior to requesting an approval letter from TANAPA HQ to begin preparation of the DP**. Once a park or park zone has reached the "limits of acceptable use" (as determined by approved park plans and considering both the existing development or leases and lease applications, already in process), no additional approval letters will be granted to start **DPs**.

Once TANAPA HQ grants permission, it will be the responsibility of the IP to get written approval and all necessary permits from TANAPA HQ to initiate the preparation of the **DP**. TANAPA HQ will notify the appropriate Park Warden-in- Charge that a **DP** is being initiated.

TANAPA will not accept a DP that contains more than 1 proposal for a development or action.

The **DP** will contain the following:

- A: Cover letter, requesting a meeting with TANAPA HQ
- B: A corporate/commercial prospectus of the IP, to include
- the IP's capacity and capability for developing and managing the proposed investment.
 - a list with postal addresses of all past clients, the locations of all past projects or activities, a brief description of all past projects or activities, reference letters, letters of commendation, and awards, and reference letters from each of the following:
 - government agencies,
 - the private sector where past projects or activities have occurred,
 - suppliers from which there is a credit rating history
 - a bank.
 - list of all partners involved in the financing or development of the project.
 - An audited financial statement confirming the solvency of the IP
 - certificate of registration or incorporation.
- C: Brief Proposal Narrative (10-15 typed pages or less) will describe:
- how the IP's prospectus is in compliance with the National Policies and the approved park plan (s).
 - the type of development or activity desired.
 - park locations to be impacted by project.
 - the specific site description; In this section, **the IP is required to address all elements in TANAPA's Site Selection Criteria (see SECTION II).**
 - all activity. area locations.
 - all structures and their locations (tourist, staff, and others).
 - the architectural design concept rationale for all structures.
 - the access (tourist and supply), transport, circulation, parking concept.
 - the energy, sewage, and utility concepts.
 - the construction access, transport, circulation, parking concept.
 - the construction material sources and storage.
 - the location, function, and size of temporary construction facilities.
 - the use, storage, and disposal of toxic materials (for both construction and post-construction phases).
 - the number, size, and type of construction equipment and transport to be used.
 - construction process and timeline.
 - the number of tourist beds.
 - number of staff beds (essential personnel only).
 - the impacts (both adverse and positive benefits) the projects will have on local and regional communities (both short term and long term).
 - any significant actions or activities not listed above.
 - the project's sensitivity to the environment.
 - all mitigating measures to be taken to ensure minimum environmental adverse impact.
 - all adverse impacts that cannot be mitigated.
- D. A general site plan concept map 1:500 scale (with enough topographic and landscape references to allow accurate field identification) - that **adequately and accurately** portrays the location and configuration of all proposed access, developments, and activities.
- E: One detailed site map 1:200 scale with enough topographic and landscape detail to **adequately** identify the major elements and location of the proposed development or activity.
- F: Design sketches that **adequately** convey the total architectural concept, design, materials, and/or activity concept.

STEP 4

The IP will then mail the **DP** to TANAPA HQ (5 copies each of text and drawings). **Failure to meet any submittal deadlines, as established by TANAPA, will result in the immediate rejection of the project with no appeal. The date of receipt will be determined by the official TANAPA "received" seal that is stamped on all incoming mail at TANAPA HQ.** The posted arrival date of the **DP** to TANAPA HQ will mark the official start of Development/Action/Lease Procedure. TANAPA HQ will send a copy of the **DP** to the appropriate Park Warden-in-Charge.

STEP 5

Within **8 weeks** after having received the **DP or (DPs in the case of a Multiple Submission)**, an interdisciplinary TANAPA Technical Team (designated by the Director General), comprising representatives from TANAPA HQ, the TANAPA Planning Unit, Park Staff, and other required specialists will rate the **DP(s)**, using the *TANAPA Development Action Rating Evaluation* (Appendix B). At this time, the IP may be asked to join the TANAPA Technical Team in the field portion of the evaluation to identify and explain the development action.

The **DP(s)** will receive a rating based on the quality of the planning, layout, design, and construction quality as well as compliance with the **DALP**:
Procedural Requirements (SECTION I),
Site Selection (SECTION II),
Format and Content of the **DP** (SECTION

In special circumstances where there are Multiple Submissions and where political sensitivities are high TANAPA HQ may choose to hire a licensed planning/architectural firm to provide an independent technical opinion. This will be in addition to that of the TANAPA Technical Team to avoid any appearance of preferential treatment or conflict of interest.

The TANAPA Technical Team rating evaluation and, if applicable, the planning/architectural firm rating will be submitted to the Director General as a technical opinion. This rating evaluation(s) will represent one of the many factors to be considered by the Director General.

STEP 6

Within the same **8 week** period (STEP 5), following the TANAPA Technical Team Rating evaluation, a **DP REVIEW MEETING** will then be held at TANAPA HQ where representatives from TANAPA HQ, the TANAPA Planning Unit (TPU), the Park Warden-in-Charge/staff and other appropriate specialists will review the **DP (DPs in the case of a Multiple Submission)** to determine if the **DP(s)** is/are in compliance as per the Park Ordinance, National Policies, approved park plan(s), the DALP, as well as the technical merits and standards. The TANAPA Technical Team will submit a technical rating evaluation document and make a presentation conveying the results of the Development/Action Rating Evaluation. **The TANAPA Technical Team rating evaluation (and if applicable the planning/architectural firm rating) will be submitted to the Director General as a technical opinion. This rating evaluations) will represent one of the many factors to be considered by the Director General.**

Step 6A: SINGLE DP EVALUATION

Within **1 week** following the DP REVIEW MEETING (STEP 6), the Director General will decide whether or not the IP has complied with the Ordinances, National Policies, Plans, and DALP and will take into consideration the TANAPA Technical Team rating evaluation. **The TANAPA Technical Team rating evaluation (and if applicable the planning/architectural firm rating) will be submitted to the Director General as a technical opinion. This rating evaluations) will represent one of the many factors to be considered by the Director General.**

Within **1 week** of the DP REVIEW meeting date, TANAPA HQ will provide the IP with one of the following:

1. a detailed letter of rejection (decision rationale and the narrative portion of the TANAPA Technical Team rating evaluation),
2. a letter approving the **DP** for submission to the TANAPA Board of Trustees (TANAPA Board),
3. a letter detailing the deficiencies of the document and drawings (decision rationale and the narrative portion of the TANAPA Technical Team rating evaluation) that have to be addressed prior to resubmission. If the **DP** is to be resubmitted, the IP will have **4 weeks** from the date of the TANAPA response letter to revise the **DP** prior to submission to TANAPA HQ.

Step 6B: MULTIPLE DP EVALUATION

Within **1 week** of the DP REVIEW MEETING (STEP 6), the Director General will decide whether or not the **IPs (Multiple Submissions)** have complied with the Ordinances, National Policies, Plans, and DALP and will take into consideration **the TANAPA Technical Team rating evaluation** (if applicable the independent planning/architectural firm rating). **The TANAPA Technical Team rating evaluation (and if applicable the planning/architectural firm rating) will be submitted to the Director General as a technical opinion. This rating evaluation(s) will represent one of the many factors to be considered by the Director General.**

In this particular case of a Multiple DP Submission (STEP 6B only), if there are deficiencies in the DPs, there will be no revisions or resubmissions. The Director General will, based on the initial **DP** submittal, recommend to the TANAPA Board the preferred **DP** that has met all compliance aspects of the DALP.

STEP 7

Following approval by TANAPA HQ, the **selected DP** will be submitted at the next regularly scheduled TANAPA Board meeting for final approval. **The TANAPA Technical Team rating evaluation and, if applicable, the independent planning/architectural firm rating will be submitted to the TANAPA Board as a technical opinion. This rating evaluation will represent one of the many factors to be considered prior to a final decision by the TANAPA Board.**

The TANAPA Board will direct management to send a letter to the IP, either

- rejecting the **DP** (decision rationale and the narrative portion of the TANAPA Technical Team rating evaluation) or
- granting permission by giving the IP an approval letter to begin **STEP 8**.

If the TANAPA Board rejects the **DP** this will be final and the IP will be informed in writing of the Board's decision within four weeks.

STEP 8

TANAPA will require the IP to provide a hydrological survey (by a qualified specialist) and verification of an adequate supply of potable water for construction and operations of the development or action. Borehole investigations will be conducted by qualified specialists and follow standard TANAPA Borehole EIA mitigation procedures. Water quality, quantity, access and reliability reports, along with complete drilling records will be required prior to the IP being given an approved LETTER OF OFFER. Boreholes will be encouraged where possible. Surface water may be used for human consumption only if approved by the park's GMP / EIA or MZP / EIA. If water quality, quantity, access or reliability problems arise, the IP will be required to address these prior to being granted a LETTER OF OFFER. If TANAPA considers the water problem to be insurmountable, the IP will be required to repeat STEPS 1-8.

PROJECT PROPOSAL

STEP 9

Once the **DP** has been approved, the IP will receive a **LETTER OF OFFER**. The IP will then select and hire a reputable consultant firm that is on TANAPA's list of approved contractors to prepare the **PROJECT PROPOSAL** as per the format and content in SECTION III of the DALP. If the consultant is to be a planning/architectural firm or an engineering firm, it will also be required that the consultant be registered with their respective government boards either national or international. **TANAPA HQ will have final approval in the selection and terms of reference for all consultant contracts that work within national park boundaries.**

TANAPA can provide the IP with an example of a **PROJECT PROPOSAL** at the IP's cost. It will be the responsibility of the IP to ensure that the **PROJECT PROPOSAL** consultant firm takes into account all environmental considerations when developing the proposal.

The IP will be responsible for ensuring that the **PROJECT PROPOSAL** document meets the Procedural Requirements (SECTION I), Site Selection Criteria (SECTION II), Proposal Requirements, Content and Format (SECTION III) of this document.

The IP will bear all costs associated with preparation of the **PROJECT PROPOSAL** document (including the cost of transportation, lodging, per diem, and food for TANAPA staff, if the IP requests assistance from TANAPA).

The IP (not the consulting firms) will be responsible for getting all clearances, permits, and approvals associated with this Development/Action/Lease Procedure.

STEP 10

The IP will have **12 months** from the date of the **LETTER OF OFFER** to submit 5 copies of the **PROJECT PROPOSAL** document (5 copies each of text and drawings) to TANAPA HQ; otherwise the **LETTER OF OFFER** will be rescinded and the Development/Action/Lease Procedure stopped. TANAPA HQ would then consider other non-processed **DPs** by date of submission as long as the "limits of acceptable use" of an approved plan have not been exceeded.

STEP 11

Concurrently with the **PROJECT PROPOSAL** submission, TANAPA will require the IP to transfer funds to a TANAPA account to cover the entire cost of the preparation of an **ENVIRONMENTAL IMPACT ASSESSMENT (EIA)** for the **PROJECT PROPOSAL**. For accommodation types of development, the IP will be required to provide \$500 U.S. per bed to cover the preparation costs of the EIA. With respect to EIA funding for other types of development or activity proposals, the IP will be required to provide funds on a negotiated basis with TANAPA HQ (in most cases EIA costs not to exceed 5% of gross project investment). TANAPA will select and supervise the preparation of the EIA. *The EL4 consultant will report to TANAPA.* TANAPA will have up to **9 months from** the time of the money transfer to complete the EIA. During this 9 month period, TANAPA will review the **PROJECT PROPOSAL/EIA** based on compliance with:

- all provisions of the National Policies
- approved plans
- the DALP
- the professional merits associated with planning and design quality
- the environmental impact assessment

Prior to the end of this 9 month period, TANAPA HQ (with technical input from the TANAPA Technical Review Team) will review the **PROJECT PROPOSAL/EIA**. TANAPA HQ will send the IP a letter that will either

1. reject the **PROJECT PROPOSAL**
 2. approve the **PROJECT PROPOSAL** with specified conditions, changes and/or mitigating actions
 3. approve the **PROJECT PROPOSAL** with no conditions or changes.
-

If TANAPA HQ rejects the **PROJECT PROPOSAL**, the letter from TANAPA will provide a full written explanation for the rejection along with the decision rationale and the narrative portion of the Technical Team Rating evaluation. If TANAPA HQ approves the **PROJECT PROPOSAL** but with conditions and mitigation, the IP will have **4 weeks** to file an appeal with TANAPA HQ to resubmit a revised **PROJECT PROPOSAL**. Failure of the IP to submit a written appeal within this 4 week period will result in official closure of the Development /Action/ Lease Procedure. The IP will be given only one appeal.

If the appeal is granted, the IP will have **4 weeks** from the date of the approved appeal letter to revise the **PROJECT PROPOSAL** as per the decision rationale and the conditions and mitigation as per the EIA. TANAPA HQ will then have **4 weeks** from the date of the submitted revision to either reject the **PROJECT PROPOSAL** or recommend that the **PROJECT PROPOSAL** be granted a **PROPOSAL NOTIFICATION LETTER**.

PROPOSAL NOTIFICATION LETTER

STEP 12

Once the **PROJECT PROPOSAL** has met all requirements and is accepted by TANAPA HQ, then the IP will receive a **PROPOSAL NOTIFICATION LETTER**, stating the **PROJECT PROPOSAL** will be submitted at the next regularly scheduled meeting of the TANAPA Board.

RECORD OF DECISION

STEP 13

Both the recommendations of the TANAPA Technical Team (Appendix B) and the TANAPA Director General will be submitted to the TANAPA Board. These two recommendations will be taken into consideration along with other factors by the TANAPA Board. Once the TANAPA Board gives final approval of the **PROJECT PROPOSAL**, TANAPA HQ will notify the IP with a written **RECORD OF DECISION**, acknowledging approval and suggesting a time, date, and location for the Development/Lease Agreement negotiations.

DEVELOPMENT/LEASE AGREEMENT

STEP 14

Development/Lease negotiations will occur only after the TANAPA Board approves the **PROJECT PROPOSAL** and the IP receives a written **RECORD OF DECISION** approving the project. In addition to the standard terms of the Lease Agreement, the lease will include all mitigation stipulations and other conditions or requirements of the technical review and **EIA**. If lease negotiations fail for any reason, the IP will have one appeal to the next regularly scheduled TANAPA Board meeting.

PROJECT IMPLEMENTATION AND MONITORING

STEP 15

After the LEASE AGREEMENT is approved and signed by the TANAPA Board, the Director General and the Lessee, the project can be implemented. ***During the construction phase, the IP will provide TANAPA with funds (negotiated amount) so that TANAPA can hire and assign a full time professional construction supervisor to the construction site to ensure adherence with the terms of the DALP and Development/lease Agreement, particularly with all mitigation stipulations and other conditions or requirements of the technical review and EL4.*** If non-conformance is determined, the Lessee will be subject to substantial fines to be set at the discretion of TANAPA. If the non-conformance situation is not rectified in a specified time as stipulated by the TANAPA Board, all construction activities will be halted immediately until the situation is rectified. TANAPA shall, at all times, have safe access to the work area during construction and shall be furnished with every reasonable facility for ascertaining that the construction complies with the DALP and Development/Lease Agreement.

PROJECT EVALUATION/FEEDBACK

STEP 16

TANAPA will be responsible for an evaluation report on the project upon completion of construction to determine what lessons have been learned, concerning both physical environment and construction implementation.

TANAPA will be responsible for preparing a monitoring plan, developing the plan criterion and for monitoring the project on a regular basis. A monitoring report on the project will be submitted to the TANAPA Board on a yearly basis.

SECTION II: SITE SELECTION CRITERIA

INTRODUCTION

TANAPA HO will accept proposals for appropriate types of development or activity within the national parks based on the condition that special sensitivities associated with the conservation of national park resources and values are not compromised and that the proposals meet all the requirements of the approved **GMP/EIA, MZP/EIA** and/or the **DCP/EIA**. Although development is necessary for both park operations and appropriate levels of tourism development and activities, ill-planned development "I be detrimental to the very resources which it was meant to serve.

The following site selection criteria were developed to assist in the selection of appropriate sites for development and activities within national parks. It is essential that all these criteria be addressed in the **DEVELOPMENT PROSPECTUS AND PROJECT PROPOSAL**. Failure to do so will result in rejection of the **DEVELOPMENT PROSPECTUS AND/OR PROJECT PROPOSAL**.

1. SITE SELECTION CRITERIA

Existence of a GMP/EIA, MZP/EIA or DCP/EIA

No sites or development activities may be considered until there is either an approved GMP/EIA, MZP/EIA or DCP/EIA.

Agreement with GMP/EIA, MZP/EIA or DCP/EIA

The project concept must be in compliance with the zonation and all limits of acceptable use determinations as defined by either a GMP/EIA, MZP/EIA or DCP/EIA.

Impacts to Wildlife

The development or activity will have minimum adverse impact on native park fauna, either resident or migratory. This includes disruption, pollution, or destruction of wildlife migration corridors, breeding sites, dry season refuges, forage or shelter areas. 'Re development or activity will not be located where it will cause undue animal harassment by visitors or employees or excessive susceptibility to animal road kill.

Vegetation Considerations

The development or activity will have minimum adverse impact on native park vegetation. Sites which can sustain development with the least disturbance to native vegetation will receive more positive consideration. Ale development or activity will not impact any vegetation determined to be of exceptional resource value. Ale development or activity will have minimum adverse impact on vegetation that is critical to wildlife forage, habitat, shelter, or range. The development or activity will blend harmoniously with the park landscape and the surrounding vegetation will buffer the visual impact of the development. Any disturbance of vegetation by the development or activity will not cause undue erosion.

Avoidance of Wetlands

Wetlands are of the utmost ecological value. This includes areas which are either frequently, seasonally, or permanently inundated with water. The development or activity will not he located in or cause any adverse impacts to any wetland.

Avoidance of Floodplains

The development or activity shall not be located in an area which is subject to flooding on a 100 year recurrence interval. The IP will have to prove the recurrence interval prior to site selection approval.

Avoidance of Resources of Special Concern

The development or activities will not be located in or cause adverse impacts to: sensitive or critical habitats; or areas, features, landforms, and park resources (natural, cultural, geological, and physical resources) determined to be unique, exceptional, or of outstanding significance to the park's purpose.

Impacts to Species of Special Concern

The development or activity will be immediately rejected if it directly or indirectly has an adverse impact on any species of flora or fauna which are: threatened, endangered, or rare (listed in the IUCN [The World Conservation Union] Red DATA Book or listed in the Convention of International Trade in Endangered Species of Wild Fauna and Flora). The development or activity will also be rejected if it directly or indirectly causes adverse impacts to any endemic or exceptional species, or any species of special concern.

Impacts to Cultural, Socio-religious or Archaeological Sites

The development of activity will not be located in or cause and adverse impacts to: archaeological sites, historical sites, or sites of cultural or socio-religious significance

Shoreline and Coastal Zone Considerations

Shoreline and coastal zones are particularly fragile areas. A development or activity in these sensitive environments will only be considered if no other alternatives exist and will only be permitted under the strictest development criteria and supervision.

Avoidance of Primary Viewsheds

The development or activity will not be placed where it is visible from the primary visitor use areas of the park. It will also not be located in an area where it is visible from great distances or from several vantage points either inside or outside the park. It will not be placed where it distracts from or disturbs prominent views of unique, exceptional or outstanding resources within or outside the park. It will be located where it is buffered by either vegetation and/or terrain and where it will be low profile and blend easily and harmoniously into the surrounding terrain, vegetation, and landscape.

Impacts to Hydrology and Water Resources

Adverse impacts to hydrology and water resources are of critical concern. Under no circumstances will a development or activity degrade (contaminate) or substantially disrupt the water quality or quantity of the park. This includes all surface and subsurface water resources such as: aquifer recharge areas, watersheds, floodplains, rivers, streams, wetlands, other water bodies, groundwater aquifers or the water table. TANAPA will require the IP to provide a hydrological survey (by a qualified hydrologist) and verification of an adequate supply of potable water will be required prior to any development/lease approval. Boreholes will be encouraged where possible and surface water may be used for human consumption only if approved by the park's GMPIEIA. No development or activity will be considered where vegetation and/or wildlife rely on a limited water source.

Topographical Considerations

The building potential of a site is greatly affected by its topographical features. The greater the slope, the greater is the difficulty, adverse impact, and cost of construction. The more gradual the slope is, the more feasible the site. Construction on slopes of more than seven percent will only be considered if no other alternatives exist.

Attention must also be paid to the location and patterns of surface water drainage. This includes the location of erosion channels, washes, rivers, streams, marshes, lakes, ponds, irrigation canals, swampy areas, and concave areas without positive drainage. The development or activity will be located in an area which minimizes the need for interruption or obstruction of natural surface water drainages.

The overall lay of the land including the extent, location and general- configuration of rocks, ledges, outcrops, ridges, drainage lines, and other unique visual features are also important in site selection.

Sites will be selected in which the development will blend easily and naturally with the surrounding topographical features.

Geotechnical/Soil Considerations

Geotechnical characteristics greatly affect the economics of development and therefore have an effect on the suitability of a site. Information of importance includes: depth to bedrock, elevation of water table, foundation bearing capacity, expansion or collapse potential of soils, location of fault lines, soils type, and percolation rate. This information has important implications for building form, foundation and structural design, erosion potential, drainage, and run-off. Only sites which are considered feasible for the construction of roads, trails, buildings, and septic systems will be considered.

Proximity to Park Boundary

There are several advantages to sites located near or outside the park boundary. Staff villages and services can be located outside the park thereby reducing the adverse impacts caused by increased levels of permanent staff and dependents inside the park. This also provides for increased levels of staff welfare such as the ability to create shambas and have access to village dukas, commissaries, and places of worship. Such locations also enable the adjacent community to benefit through the provision of food, supplies, and employment to sustain these development operational needs. Importantly, locating near or outside the park boundary also decreases adverse impacts on park resources and reduces the cost, time, length, and wear and tear of the access road required to haul development equipment and supplies. Therefore, sites located close to or outside the park boundary will be considered more favourably than sites located in the interior of the park.

Proximity to Utilities

Sites which are located close to existing utilities will be looked upon favourably because this decreases the cost and adverse impacts caused by accessing distant utilities.

Ability to Increase Park Security

Development or other activities can create a presence that can help monitor illegal activities in the park. This is especially true in areas that are not easily patrolled by park personnel and are known to have external problems. Sites which are located in areas that would increase park security will be looked upon favourably as long as the site or activity complies with all other criteria.

Proximity of Development or Activity to other Visitor Use Areas

Sites which do not impact, through operation or development, other visitor use areas or activities will be looked upon favourably; however, non-competitive zones will be prohibited. Distance between developments and other park activity areas will be evaluated during steps 2.2 and 3.2 (see Procedural Requirements).

Site Land Use Control

The developer must be aware of any site encumbrances including surface or subsurface easements or rights, rights of way, and if close to the park boundary, the legal property description of the boundary location. These encumbrances may impact site suitability.

Site History

The developer must be aware of the site history because it may also impact site suitability. This would include knowledge of hazardous dumping or landfills.

APPENDIX 7: WALKING SAFARI GUIDELINES

Walking safari is a new product in Tanzania that is already highly demanded by market forces in the tourism industry. In 1997-98 a series of workshops were conducted in Serengeti and Tarangire National Parks to explore the potential for walking safaris in national parks. TANAPA further organized and conducted study tours to South Africa, Botswana, Zimbabwe and Kenya where the activity has been on the market for many years. The experience acquired, facilitated TANAPA to conduct a stakeholders' workshop in Lake Manyara National Park in August 2000 to prepare guidelines on how to conduct this new activity safely, professionally and profitably in appropriate National Parks.

In principle, TANAPA encourages recreational activities that:

- Are consistent with the purpose and significance of the park;
- Promote visitor experience and enjoyment of the park resources;
- Are environmentally friendly, and
- Are compatible with other visitor uses.

Traditionally, TANAPA has been conducting a form of walking, hiking, in the mountain parks of Kilimanjaro, Arusha, Gombe, Mahale and Udzungwa National Parks for many years. The introduction of walking safari in other parks is therefore an added value visitor experience and satisfaction. Such walking safaris would be allowed in designated areas as approved by the General Management Plan (GMP) / Management Zone Plan (MZP) / Environment Impact Assessment (EIA). Walking Safari Operators approved by TANAPA will organize and conduct this activity. Walking safaris therefore are intended to improve and widen the revenue base of TANAPA that is needed for sustainable conservation and development. At the park level, the Park Warden in Charge would be responsible for the day-to-day management of walking safari activities.

WALKING SAFARIS OPERATORS

Walking Safari Operators must:

- Be experienced with a clean business license;
- Have a clean record with TANAPA,;
- Ensure that the safaris are conducted in a safe, quality and orderly manner that comply with GMP/MZP/EIA;
- Possess well trained professional guides especially Tanzanians;
- Be responsible for the environmental hygiene; and
- Have radio communication network and emergency evacuation programme.

Note: Where appropriate and Tour Agent is not available, TANAPA may initiate the activity.

OPERATING WALKING SAFARIS

- Walking safaris would only be allowed during DAYTIME from 6.30 am to 6.30 pm.
- Each walking group will not exceed 10 clients and will always walk in a single line. An armed TANAPA ranger will always be in the front while the guide will move about interpreting to clients.
- TANAPA will provide a ranger with a high calibre rifle (375 or .404 or .458) and enough soft and hard-nosed ammunitions for pre-booked safaris.
- The Operators will be responsible for the medical insurance of their clients.
- The Operators will provide a professional guide for interpretation.
- The Operators will pay TANAPA fees as usual.
- The Operators will use the booking office at Arusha Hqs.
- De-briefing will be mandatory to all the groups.
- Walking will not be done where there are wildfires, insecurity problems or special park operations.
- The Operators will ensure that communication and first aid kit are available all the time.

- Monitoring will be effected on the activity and a review will be carried out once every year for five consecutive years.

TYPES OF WALKS AND BOOKING SYSTEMS

I Trails originating from Special Campsites, Lodges and other designated areas as per GMP / MZP / EIA.

Short walk of 4 hours max. will require a one month advance booking and full payment
Long walk of 3 days or more with fly camping will require an advance booking of 3 months and a 30% non-refundable deposit.
This will be applicable in Tarangire, Ruaha, Serengeti, Katavi and Mikumi National Parks.

II Trails originating from Lodges, Permanent Tented Camps or any other designated areas as per GMP / MZP / EIA.

Short trails of not more than an hour will be available on a first come first serve-booking basis. Full payment will be necessary the evening before the walk.
Long trail walk of 3 hours duration will require a one-month advance booking with 30% non-refundable deposit.

FEES

The fee structure for the northern and southern parks will be as follows:

Fee Charges	Northern Parks	Southern Parks
<i>I. For Special Campsites and Walking Safaris (4 hours and for more than 3 days/1 day)</i>		
Entrance	US\$ 25 per person	US\$ 15 per person
Camping	US\$ 40 per person	US\$ 40 per person
Walk Fee (Min. 5 and Max 10 clients)	US\$ 35 per person/day	US\$ 50 per person/day
<i>II. For Lodge and Permanent Tented Camp Walks</i>		
Short Trail Walk (1 hour)	US\$ 20 per person	US\$ 20 per person
Long Trail Walk (3 hours)	US\$ 50 per person	US\$ 50 per person