

TECHNICAL PAPER 61

**PARTICIPATORY FOREST
MANAGEMENT
IN THE EAST USAMBARAS**

**Veltheim, T. & Kijazi, M.
2002**

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**Ministry of Natural Resources and Tourism,
Tanzania
Forestry and Beekeeping Division**

**Ministry for Foreign Affairs, Finland
Metsähallitus Consulting Oy**

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Executive Summary

The East Usambara Conservation Area Management Programme has been working with eleven villages involved in Joint Forest Management (JFM) of two government forest reserves, namely Mtai and Manga Forest Reserves, and eleven villages involved in management of five Village Forest Reserve (VFR) areas, namely Mpanga, Handei, Kizingata, Kizee and Mfundia. Facilitation of the planning exercises of Kizee and Mfundia was handed over to Muheza and Korogwe District Councils, respectively, in January 2002, but EUCAMP still continued to support these two exercises technically and financially.

The planning process followed in broad lines the Community Based Guidelines published by the Forestry and Beekeeping Division (FBD) in 2001. The major differences were the following: in some exercises a Participatory Rural Appraisal (PRA) was conducted before the actual management planning; some of the VFRs not having an official map were surveyed; and the village by-law was formulated simultaneously or immediately after having the first draft of the management plan.

Participatory processes in general are very slow, as they have to be adapted to villagers' schedules and pace. In the most optimal case with an active planning team, the planning process from the first introductory meeting with the village government to the final village assembly took about two and half months. Most commonly about four months were needed to finalize the management plan and the by-law at the village level. Very often planning meetings were cancelled due to e.g. funeral in the village or because farmers were busy in their fields.

Villagers expect clear benefits from JFM. Forest is primarily seen as a source of different products. In some villages the planning teams realized the need for further protection of the forest after introducing the results of the biodiversity survey. In some villages, however, there were expectations that by introducing JFM, the present logging ban would be cancelled and timber harvesting would also benefit local communities. It is unrealistic to assume that villagers would take the burden of all forest management activities without any tangible benefits. The East Usambaras is a world-wide important area for biodiversity conservation and therefore no timber or pole harvesting should be permitted. Consequently, it is proposed that the FBD will continue paying for the most labor intensive activities, such as border maintenance and enrichment planting also in the future. The villagers, however, were willing to take the responsibility for protecting the forest by e.g. patrolling and controlling the collection of minor forest products.

The biggest problems encountered with the VFR exercises were linked to border conflicts. In most villages, the village borders have not been surveyed and there are no official maps. Therefore border conflicts between villages are likely to occur like in the case of Mfundia, which is divided into four VFRs. In two other VFR exercises there were conflicts with some farmers whose farms were bordering the village forest area and who were cultivating in the forest. This experience clearly shows the importance of an official border survey, which is conducted in a transparent and participatory manner involving all relevant stakeholders.

The exercises facilitated by the District Councils showed that when the exercises were not included in the District strategic and work plans, they got less priority if there were some other competing activities.

Acknowledgements

Development and testing of Participatory Forest Management (PFM) approaches has been one of EUCAMP's priorities. Strong emphasis was put on JFM and VFR exercises, especially towards the end of the project. We would like to acknowledge the management of EUCAMP, which facilitated the exercises. Thanks are due to Ms. Linda Rosa Luna for checking the English language. Many people have participated actively in different phases of the work. In particular, we would like to thank the following people, who have been the key facilitators of the exercises in the field:

FORESTRY AND BEEKEEPING DIVISION, DAR ES SALAAM

J.J. Kigula Forest Extension Section

EUCAMP TANGA OFFICE

Lema Mathias Programme Manager
Matiko Wambura Catchment Forest Officer
Stephen Mmasi Catchment Forest Officer 1999 – 2001

FIELD STATION OFFICERS, EUCAMP

Jared Otieno and Cosmas Ndakidemi Maramba Field Station
Kelvin Mndeme Longuza Field Station
Raymond Muna Kilangangua Field Station

AMANI NATURE RESERVE

Corodius Sawe Conservator
Lazaro Mbuya Assistant Conservator
Hamisi Sesiwa and Yohari Mtango Kwankoro Field Station
Emmanuel Msoffe Sigi Field Station

KOROGWE DISTRICT COUNCIL

Mathew Nyelo District Natural Resources Officer
Betty Munuo District Forest Officer
Dassa Mohamed Divisional Forester Mombo
Cassius Mbelavintu Divisional Forester Magoma

MUHEZA DISTRICT COUNCIL

Edward Lyawere District Forest Officer

Finally, we would like to thank the village leaders and planning team members of all participating villages in JFM and VFR exercises. Their contribution and commitment to the work has been essential to develop new approaches and to improve the management of the unique East Usambara forests for common benefit.

Abbreviations

DFO	District Forest Officer
EUCAMP	East Usambara Conservation Area Management Programme
EUCFP	East Usambara Catchment Forest Project (predecessor of EUCAMP)
FBD	Forestry and Beekeeping Division (of Ministry of Natural Resources and Tourism, Tanzania)
FVF Officer	Farm and Village Forestry Officer
JFM	Joint Forest Management
PFM	Participatory Forest Management
PRA	Participatory Rural Appraisal
SWOT analysis	Strengths, weaknesses, opportunities, threats – analysis (a PRA-tool)
TSh	Tanzanian Shillings
UCLAS	University College of Lands and Architectural Studies (Dar es Salaam)
VFR	Village Forest Reserve

1. Introduction

Tanzania's National Forest Policy (1998) introduced people's participation in the management of the forest resources of Tanzania. It gave communities an opportunity to participate in the management of government forest reserves through JFM and a mandate to establish VFRs. By "Joint Forest Management" the policy means the involvement of local communities or non-governmental organizations in the management and conservation of forests and forest land with appropriate user rights and incentives. The policy suggests that local communities should be involved in planning and decision making through promotion of participatory extension methods and approaches. It also suggests that joint management agreements with local communities living adjacent to the forest should be promoted in order to improve forest conservation and management, and to ensure equitable sharing of benefits amongst stakeholders. According to the policy, the villagers will manage VFRs, either by village governments or other entities designated by village governments for this purpose. The policy expects the management of VFRs be based on forest management plans with sustainable management objectives for production and/or protection purposes. After passing the Forest Act in April 2002, the legal framework for the promotion of JFM and VFRs is in place.

PFM is also emphasized in the National Forest Programme, in which it forms – together with gender aspects – a top priority sub-programme under the Forest Resources Conservation and Management development programme. The other top priority sub-programme under this development programme is Forest Biodiversity Conservation and Management, which is also very relevant to the East Usambara forests. Hence, the JFM exercises in the EUCAMP combine the two key areas of the National Forest Programme.

The programme document of EUCAMP emphasizes the need for more efforts to enhance the participation of local communities and other stakeholders as effective partners in conservation. In the programme logical framework, systematic development and testing of joint and village forest management approaches have been defined as results for the programme.

Planning is the first step in PFM. Continuous follow-up and monitoring of the implementation of these participatory exercises will be needed to gain experience and make possible adjustments.

This report describes the participatory planning process for the management of central government catchment forest reserves (JFM) and of VFRs in EUCAMP Phase III.

2. Management Planning Process

The management planning process followed in broad lines the Community-Based Forest Management Guidelines published by FBD in 2001. The major difference was that the village by-law was formulated simultaneously or immediately after having the first draft of the management plan. Also, in the beginning of some planning exercises, a PRA was conducted. Moreover, border surveys were conducted and maps produced for three new VFRs. In the following, a short description of different stages of the planning process is given.

2.1. Preliminary Participatory Rural Appraisal (PRA)

The Mtai Forest Reserve JFM exercise started with a PRA following the experience from the management planning of the Amani Nature Reserve in Phase II of the project. PRA exercises were also conducted in Mgambo village (having the Handei VFR) and Zirai village (willing to establish the Kizingata VFR). The PRA exercises in Mgambo and Zirai were conducted in conjunction with training for gender strategy development (in Mgambo) and with PRA training for JFM planning (in Zirai).

The objective of the PRA exercise in Mtai was to sensitize the villagers about the JFM concept and to identify villagers' needs and desires associated with the management of Mtai Forest Reserve. The PRA team spent four days in each of the villages adjacent to Mtai Forest Reserve, and the whole exercise, including the report writing, took three months. The PRA exercise was conducted in nine villages, but during the exercise it was noticed that one village was not bordering Mtai. Therefore, later on it was left out from the JFM planning. Traditional PRA tools were used, including group meetings, semi-structured interviews, household and individual interviews, sketch mapping, SWOT analysis, ranking and scoring and Venn diagrams. Direct observations and secondary data were used for additional information. As part of the PRA exercise, each village prepared a village resource management plan, which defined their problems, evaluated local institutional capacities, priorities and opportunities and proposed what actions should be taken.

2.2. Introductory Workshop

In case of the JFM of catchment forest reserves involving several villages, an introductory workshop for different stakeholders was considered important. In a workshop, representatives of concerned villages and other stakeholders can share their ideas and develop some common policies. Participants included representatives from the District Council, Divisional Secretary, Ward Executive Officers, village chairpersons and secretaries, and one to three other village representatives.

In Mtai, two workshops were organized. The first workshop was for one day, and the second for two days. In the first workshop, the participants were given feedback on the PRA exercise and the steps of the JFM exercise were clarified. In addition, a common cost-benefit sharing ratio between the villages and the central government was defined, as during the PRA exercises different villages proposed different ratios. The workshop came up with the proposal that 40% of the benefits from the forest should go to the villages and 60% to the central government.

The content of the management plan was further elaborated in the second workshop for Mtai. The participants defined the main and intermediate objectives for the management of Mtai Forest Reserve. They also made proposals for forest management procedures (role and responsibilities of village forest committee), forest management activities, use of the income from the forest, monitoring and evaluation, and how the offenders should be dealt with. These were later on used as a first draft when developing more detailed management plans and by-laws in each individual village.

In Manga, due to budget constraints only a one-day workshop could be conducted. Participants defined the main objective for the forest management and the common cost-benefit sharing ratio, and came up with the same 40% - 60% ratio as in Mtai. The agenda for the Manga workshop was as follows:

Topic	Facilitator
1. Opening of the Workshop	Divisional Secretary, Ngomeni
2. Introduction of the Participants	
3. Objective of the Workshop	JFM Officer, EUCAMP
4. Introduction to the Forest Policy	JFM Officer, EUCAMP
5. Meaning of Participation	District Forest Officer, Muheza
6. History of Manga Forest Reserve	Station Officer Longuza, EUCAMP
7. Roles of Stakeholders	Community Development Officer, Muheza District Council
8. Forest Management Planning Process	Station Officer Maramba, EUCAMP
9. Defining the Main Objective of Forest Management in Manga	Station Officer Maramba, EUCAMP
10. Cost-benefit Sharing between the Village and the Central Government	JFM Officer, EUCAMP
11. The way Forward after the Workshop	JFM Officer, EUCAMP
12. Closing the Workshop	Divisional Secretary, Maramba

2.3. Introductory Meeting with the Village Government

After the workshop, a meeting was held with representatives of the village government and usually also from the environmental / natural resources committee of the village. The outcome of the workshop was briefly discussed, and the participants were briefed on the forest policy with the new concept of JFM and the management planning process in general. The criteria for selecting a planning team was defined and a tentative date for the village assembly to select the planning team and border demarcation team was agreed upon. Most common criteria were that there should be representatives from all sub-villages, and members should include men, women, elders, youth and technical staff of the village.

Concerning the VFRs, in most cases, the concerned villages had initiated the establishment of a VFR and requested technical advice from EUCAMP. In the case of Mfundia, however, the initiative came from the Ward Development Committee. In the case of Kizee, the village chairman requested the help of the EUCAMP forester to convince the villagers about the importance of establishing a VFR. Consequently in Kizee, the villagers very much felt that the forester initiated the idea.

In all cases, before the planning process for the VFR started, the village had already made a decision in principle to establish a VFR and this had been agreed upon in a village assembly. The actual planning process of the VFR then started with the introductory meeting with the village government and the village environmental / natural resources committee. Agenda of the first meeting was similar as in the JFM-exercises: forest policy and especially the concept of VFRs, management planning process in general, and defining the criteria for selection of the planning

team. In addition to the criteria listed above, the VFR exercises planning teams often had representatives of religious leaders and / or clan having a special authority to the forest.

2.4. Village Assembly for Awareness-raising and Selection of the Planning Team

In the beginning of the JFM exercise in Mtai, the planning teams were selected by the village governments and village environmental/natural resources committees. Later, the facilitators emphasized the importance of having the planning teams elected in a village assembly. The village assembly was also used for general awareness-raising on forest policy and environmental issues, and it was considered important to increase the transparency of the whole process.

Concerning the VFR exercises, it was noticed that, although the village had already made a decision to establish a VFR, very often the concept and the consequences were not very clear to the villagers. Also, many times other villagers thought that the selected representatives got some special benefits such as allowances from the meetings. It was thus important to clarify in the village assembly what the roles and responsibilities of the village and the facilitators in the process were.

2.5. Border Demarcation and Clearing by the Villagers

This stage was not applicable for JFM, as all catchment forest reserves had been gazetted with clear borders in the past. Two VFRs (Mpanga and Handei) had also been surveyed and the map prepared in Phase II of EUCAMP. So this stage was relevant for the new VFRs initiated in Phase III of the project, namely Kizee, Kizingata and Mfundia.

The proposed VFR must be clearly demarcated in the field. This is a very delicate phase as usually conflicting interests exist in all land issues. All farmers bordering the planned VFR must be fully consulted and to avoid unnecessary border conflicts in the future, the actual border in the field must be clearly agreed upon. The facilitators should emphasize that unnecessary turnings of the border should be avoided in order to reduce costs in the future. In some cases the border demarcation was supervised by the village government, in others a special border team was selected to conduct the work. Border demarcation is usually a time consuming stage, as negotiations with bordering farmers take time. After the border has been demarcated, it should be agreed upon in the village assembly to have all villagers to accept it.

After the border has been demarcated, it has to be cleared (all undergrowth and small trees to be slashed at the width of 5 meters) in order to smoothen the survey. For the management of the forest it is very important that the border is clearly marked and known to everyone. Slashing of the border is also an important measure in fire prevention. Mobilizing villagers for this work seemed to be difficult in all cases and the work always took much longer than anticipated and promised by the villages. For example, in Mfundia the villages promised to do the work within 3 – 4 weeks, but in most villages it took about four months. Even after six months of the first meetings – at the time of the border survey – parts of the border were not clearly slashed.

2.6. Border Survey and Production of the Map

Again, this stage was applicable only for the newly proposed VFRs (Kizee, Kizingata and Mfundia). A map was considered very important by the villagers although, in principle, the border

could be described for the purpose of the registration of a VFR at the District Council. An official map seemed to make the idea of a forest reserve more concrete to the villagers. Kizingata and Kizee reserves were surveyed by the Surveyor of the FBD in collaboration of the villagers. The field work took seven days and finalizing the field data for the map production five days for Kizingata (6.2 ha), and four days and six days, respectively, for Kizee (39.4 ha). The field work was slow in Kizingata, as one farmer did not agree with the already marked border and the Surveyor was just waiting while the villagers were solving the border conflict. In Kizingata, the Surveyor also supervised the villagers in digging the directional trenches – this was not done in Kizee.

Maps were drawn at the FBD Survey Section in Dar es Salaam. The map of Kizingata was ready in September 2002, a half-a-year after sending the inventory data to the Survey Section. Map production for Kizee took even longer, as the FBD Survey Section was not able to calculate the area of the forest reserve properly and assistance from UCLAS was needed. The map of Kizee was finally ready seven months after submitting the inventory data to the Survey Section.

For the survey of Mfundia, a contract between EUCAMP and the Land Office of Korogwe District Council was made. The Surveyor of the FBD Survey Section joined the district team because this was the first time the District Land Office was conducting a survey in forest area. The work included a survey of the external border, and survey and demarcation by painting of the internal borders between the villages, as Mfundia is managed by four villages. Originally, 21 days were allocated for the field work in the contract, but finally some 30 days were used to finalize the work properly. In addition, several additional village meetings were needed to solve a border conflict between two villages that delayed the border survey and the planning exercise in Mfundia in general. Production of the map was very slow, and a considerable amount of time and effort from EUCAMP was needed to rectify all mistakes in the map. The finalizing of the map was delayed for more six months. The total area of Mfundia is 786.4 ha.

2.7. Demarcation of the Village Forest Management Areas

This stage was relevant for catchment forest reserves in Mtai and Manga, which are surrounded by several villages and the proposed Mfundia VFR area, bordered by four villages. In the case of Mtai and Manga, all surrounding villages selected a team of people knowledgeable with the village boundaries. First, the village boundary at the forest border was identified in the field, together with the teams of two neighboring villages. At the same time a tentative compass bearing was also taken for the internal border between the villages. After drawing the tentative bearings on the map, the bearings were adjusted in order to divide the forest area more equally among the villages. Natural borders, like rivers were used whenever possible, as in the case of Manga. The adjusted bearings were agreed to with the border teams and, following these bearings, the internal borders were demarcated in the forest by painting marks on the trees. The work was slow and tedious due to the presence of a lot of undergrowth and shrubs. In Manga, the demarcation of 3.2 km of internal border took two days, and on the steep slopes of Mtai, the marking of 24 km took 19 days.

In Mfundia, the villages knew and confirmed two points which used to have beacons inside the forest marking the boundaries of the villages. In most cases the village boundaries at the forest border were also clear. Consequently, the field work to mark the straight line between these points was simple. There was, however, a border conflict between two villages that is explained in more detail in Appendix 5 and in EUCAMP Technical Paper 66. In the case of Mfundia, each bordering

village will finally have a VFR of its own and not a forest management area of one, commonly owned VFR.

2.8. Simple Forest Assessment / Forest Inventory

A forest inventory is essential if the forest will be used for timber and pole harvesting. If the main objective of the forest reserve, however, is protection with very limited use of forest products, a simple forest assessment could be conducted instead of an expensive and time consuming inventory.

A detailed biodiversity survey was conducted in the Mtai and Manga Forest Reserves with an objective to get systematic baseline information on the biological values of forests for management planning and long-term monitoring. A similar type of survey was also conducted in the Mpanga VFR in order to understand the value of small village forest areas in biodiversity conservation. Main results from the survey were presented to the village planning teams when starting to prepare the management plan for Mpanga and during the JFM planning in Mtai and Manga. The inventory method and the results for Mtai, Manga and Mpanga are presented in EUCAMP Technical Papers 40, 41 and 51.

During the preliminary forest walks in Handei and Kizee VFR, it became very evident that these reserves were badly degraded due to uncontrolled use in the past. Consequently, the main objective of the management would be protection in order to let the forests to recover from past exploitation. Kizingata, on the other, hand had been a sacred forest with very limited access and use and now the village wanted to formalize the unwritten rules. In all these reserves a simple forest assessment was subsequently considered sufficient at this stage.

For the simple forest assessment, the planning team first made a participatory mapping, dividing the forest area according to different vegetation types (e.g. dense forest, forest with scattered trees, degraded forest, swamp area) and special sites such as sacred places. Three to four transects were walked in such a way that different vegetation types and special sites would be covered. During the transect walks, the planning team recorded the names of trees and other plants and signs of animals. The outcome of the walks was a species list that was attached in the management plan. In addition, the planning team got an overall picture of the status of the forests and started to think proposals for management activities.

In Mfundia, where there is harvesting potential, a more detailed inventory was considered important. This was conducted together with the village planning teams and facilitated by EUCAMP and the Korogwe District Council staff. Inventory facilitators were trained for one day, followed by the training of the village planning teams, also for one day. Four days were allocated for the field work. Based on the participatory mapping, 3 – 4 transects were laid with the purpose to cover as many different vegetation types as possible. Live, cut and dead trees were identified and tallied into three diameter classes. In addition, in each village forest area, four permanent sample plots were established, representing different vegetation types. On these plots, all trees with diameter of 5 cm and above at the breast height, were identified and measured, and a smaller sub-plot for identifying regenerating species was measured. The inventory data was then analyzed in the planning team regular meetings for the purpose of the management plans. The data was also

analyzed in the EUCAMP office. The inventory design and results are presented in more detail in EUCAMP Technical Paper 60.

2.9. Planning Meetings in the Village

Community-based Forest Management Guidelines published by FBD give good guidance to what should be included in the management plan and village by-law. However, it was felt that a more detailed facilitation tool would be needed, with more concrete questions for probing to the planning team. This was developed during the JFM and VFR exercises (attached in Appendix 6). Management plan and by-law cover partly the same issues, which should be identical in both documents to avoid confusion. Also, our experience was that by-law is an essential tool for good management and should be prepared in conjunction with the preparation of the management plan. This was also highly emphasized by the planning teams. FBD guidelines propose that by-law should only be prepared after a one-year testing period of the management plan.

On average, three to four planning team meetings were needed to collect the data for the content of the management plan and by-law, and before the first drafts could be typed. The first drafts were then commented on by the facilitators and further elaborated on by the planning team in three additional meetings. In some villages the progress was slower (e.g. in Kizingata altogether nine planning team meetings were needed before finalizing the documents). It was found important that the planning team practiced the presentation with the facilitators before presenting their management plan and by-law proposals to the village government.

2.10. Approval of the Management Plan and By-law Drafts at the Village Level

Once the planning team had finalized the documents, a meeting with the village government was convened where the planning team presented and explained the content of the management plan and the by-law. Usually, in the meeting with the village government, some minor changes and corrections were made before the village government took the proposals to the village assembly for approval. It was noticed that convening village assemblies was not easy and often had to be postponed, as there was a lack of quorum. Consequently, it was proposed that after approval of the management plan and by-law, the forest committee should be elected in the same village assembly to avoid too many extra village assemblies. Examples of management plans and by-laws are given in Appendixes 8 and 9.

2.11. Formalizing the Management Plan and By-law

After the village assembly had approved the management plan and the by-law, they were signed by the village chairman and secretary, and sent together with the minutes from the village assembly to the Ward Development Committee. It passed the documents in its meeting and the Ward Executive Officer signed them before sending them back to the village. The documents together with the minutes of the village assembly could now be sent to the District Council for final approval. At the District Council, the District Forest Officer presented the documents to the Environmental, Works and Economics Committee before submitting them to the Full Council. After the Full Council had passed the documents, they were signed by the Chairperson of the District Council and the District Executive officer and forwarded back to the village, the by-law now having legal status.

Management plans and by-laws for JFM exercises were not sent to the District Council until they had the approval from the FBD.

2.12. Training of the Forest Committee

Training of the newly elected forest committees is very important for the effective implementation of the management plans and by-laws. In many villagers, most members elected to the forest committee had not participated in the preparation of the management plan and the by-law. Therefore, they did not have very much exposure to the previous steps of the planning process and needed thorough training.

A three-day training seminar was conducted to eleven newly selected forest committees from villages surrounding Manga and Mtai Forest Reserves, and the forest committees of Mpanga, Handei and Kizingata VFRs. The village government chairperson and the following members of the forest committee were invited to the training:

- Chairperson
- Secretary
- Treasurer
- Forest guard
- Female member

The programme of the training was as follows:

Topic	Facilitator
<i>First day</i>	
Opening of the seminar	Divisional Secretary, Maramba
Introduction (e.g. Forest Policy and Forest Act)	JFM Officer, EUCAMP
Roles and Responsibilities of Village Forest Committee (including leadership)	Divisional Secretary, Maramba FVF Officer, EUCAMP
Networking	FVF Officer, EUCAMP
<i>Second day</i>	
Patrolling and Handling Offences	Police officer
Record Keeping	Station Officer, Maramba, EUCAMP
Work Planning	Station Officer, Maramba, EUCAMP
Reporting System	Forest Officer, Maramba, EUCAMP
Monitoring and Evaluation of Activities	Station Officer, Longuza, EUCAMP
<i>Third day</i>	
Bookkeeping and Accounting	Accountant, Muheza District Council
Conclusions from the Training	JFM Officer, EUCAMP
Closing of the Seminar	Divisional Secretary, Maramba

Training of the forest committees was included in the work plans of the agreements with Korogwe and Muheza District Councils concerning Mfundia and Kizee VFRs. A three-day training was conducted for the Kizee Forest Committee in August 2002, the training including micro-planning, monitoring and evaluation. As an output from the training, the forest committee came up with an annual operational plan for year 2003. A training need assessment was also conducted by

interviewing the forest committee members and a village executive officer. The following training needs were identified: further training on micro-planning; nursery techniques; internal animation, agroforestry techniques; record keeping; and, study tours.

It is obvious that a training seminar is only a start for the training process as it should continue in regular forest committee meetings. The facilitators of the training felt very strongly that, in order to become self sufficient, the forest committees would need strong support and advice on the implementation of the management plans in the future.

2.13. Demarcation of the Utilization Zone

The catchment forest reserves are divided into different zones according to the main objective of the management. In biodiversity and catchment zones, the main objective is conservation. Collecting of minor forest products is allowed in utilization zone. Some planning teams defined the width of the utilization zone at 100 – 200 m from the external border and indicated it in the management plan; some planning teams left it undefined. In any case, it is important to mark the inner boundary of the utilization zone clearly in the forest.

The newly selected forest committees did demarcation of the utilization zones. By doing this work, they also got the overall picture of the forest that was considered important for efficient management.

2.14. Developing a JFM Management Agreement

The first draft of the management agreement between the village government and the FBD was prepared by the EUCAMP facilitators. It was based on the CBFM Guidelines by the FBD and the information and experience gained through the PRA exercise in Mtai Forest Reserve and during the management planning process with the village planning teams. This draft was then discussed thoroughly in meetings with representatives of village governments and village forest committees from three villages in both, Mtai and in Manga. Based on the feedback from these meetings, a second draft was prepared (see Appendix 7).

2.15. Approval of JFM Management Agreement, Management Plans and By-laws by FBD

As the exercises in Mtai and Manga Forest Reserves were the first JFM-exercises in the East Usambaras, it was important to get the comments and approval from the FBD before signing the JFM-agreement and sending the management plan and by-law to the District Council. In the future, when there are clear guidelines from the FBD, what should be the content of the JFM-agreement, management plan and by-law, and what kind of commitments from the FBD could be included in the agreement (e.g. payment for the labour intensive forest management work), it should be possible to finalize the documents at the regional catchment forest office.

3. Monitoring of Participatory Forest Management Planning

A detailed action plan was made for each JFM and VFR exercise, setting targets with deadlines for different actions or steps in the planning process (see Annex A of Appendix 1). This was then

monitored by indicating what percentage of the target had been achieved (see Annex B of Appendix 1). Station officers reported the activities in their monthly reports. As the reporting was often very general in nature, the station officers were advised to keep a specific “diary,” indicating the following information from each meeting or event:

- Date of the meeting
- Topic of the meeting
- Number of participants (men, women)
- Facilitators
- Any specific issues raised in the meeting

A bar chart was designed to show the overall status of the progress of the different participatory forest management planning exercises. An example of this is given in Appendix 10.

4. Experiences from Joint Forest Management Planning

4.1. Villagers’ Expectations from Joint Forest Management

The PRA exercise conducted in the villages adjacent to Mtai Forest Reserve revealed clearly that villagers consider forests primarily as a source for different products: timber; building poles; fire wood; medicinal plants; thatching and weaving grasses; wild vegetables; fruit; mushrooms; and, honey. Although most planning team members were aware of the existing logging ban in the central government catchment forest reserves in the East Usambaras, the expectations were strong that, with the introduction of JFM, the logging ban would be lifted. These expectations were also evident in villages around the Manga Forest Reserve.

When starting the JFM planning exercises in Mtai and Manga, there was no clear guidance on what kind of uses would be allowed or what would be the future role of the FBD. The kind of commitments the FBD could make, concerning forest management activities, was especially not clear. So far the funding had mainly come from external donors. As a consequence, the first management plan drafts included the harvesting of fallen trees for community development purposes and the collection of building poles in the utilization zone as new tangible benefits to the village. This was in return for their duty to conduct all forest management activities, including labor- intensive border maintenance and enrichment planting.

Not until April 2002 did the appraisal team for the Eastern Arc project have a clear indication that forest conservation had to be paid for and that there would be an endowment fund that could be used in the future to cover the costs of forest management the in Eastern Arc Mountains. It also recommended that the logging ban should continue. With this information, it was easier for the facilitators to continue with the planning exercises. In most villages adjacent to Mtai Forest Reserve, this change was accepted by the planning teams and village governments that revealed that paying for border maintenance and enrichment planting work was actually much more valued by the villagers as a tangible benefit, than logging in the forest reserve. In Kwatango village, adjacent to Manga Forest Reserve, the planning team proposed itself to continue with the logging ban after being introduced to the outcome of the biodiversity survey that showed clearly that most of the forest is degraded secondary forest with very few isolated patches of mature forest. On the other hand, in Mkwajuni village (also bordering Manga), some members of the planning team insisted

that harvesting of fallen trees and collecting of building poles should be allowed under JFM, otherwise they did not see any difference to past practices. After some discussion, however, the team accepted the logging ban to be included in the management plan.

In general, the villagers adjacent to Manga Forest Reserve expected more benefits from JFM (that is, **both** payment for forest management activities **and** harvesting of forest products) than the villagers adjacent to the Mtai Forest Reserve. This can be explained by the much longer planning process in Mtai that allowed the villagers to digest the new concept of JFM and to develop a sense of ownership and duty for guardianship to the forest. Some planning teams (e.g. in Hemsambia and Vuga) were even ready to propose the full responsibility of all forest management activities without any new benefits from the forest.

4.2. Cost-benefit Sharing

4.2.1. Background

Timber harvesting has been forbidden in catchment forest reserves in the East Usambaras since 1986 when the Director of Forestry issued an administrative order to ban logging in all catchment forests in Tanzania.

Before JFM exercises, the forest management had traditionally been run by government; in essence, all management decisions were made by the forest officers and the involvement of local communities was limited only to employing villagers as casual laborers for, mainly forest border maintenance.

For the last ten years, all forest management costs have been paid by the FBD with donor support. The foresters and their assistants have conducted the patrolling and law enforcement. Local villagers have been involved in different border maintenance activities as casual laborers. For example, for border clearing and planting, the cost was 50 mandays/km at 1,000 TSh/day, and for border weeding, 40 mandays/km at 1,000 TSh/km in the year 2000 – 2001. This has been a considerable tangible benefit from forest conservation to the local communities.

Due to the existing logging ban, forest uses in the catchment forest reserves in the East Usambaras are very limited and so direct benefits in form of forest products are very few. Villagers are allowed to collect dry firewood (twice a week), medicinal plants, wild vegetables and fruit. Collection of these forest products is for domestic use only. As there have not been marked zones in the forest reserves, collection has been allowed in the entire reserve, except close to rivers and streams. In addition, villagers are allowed to use water sources, existing footpaths and traditional sites for ritual and spiritual services.

4.2.2. Costs

Some of the forest reserves in the East Usambaras were established already during the colonial time and others by the Tanzanian government. Many reserves were expanded in the last decade with the donor support. Local people have been occupied as casual laborers in different phases of expanding the reserves. This way, costs involved in establishing or expanding a forest reserve, including

boundary demarcation, clearing and survey, and administrative measures for the gazettelement procedure, are not considered here when discussing the sharing of costs with local communities.

Direct forest management costs involve all costs to maintain and manage the forests. These also include administrative and staff costs as well as costs related to extension programs for communities and research that have traditionally been the responsibilities of the government. The forest management activities that could be carried jointly with the local communities are as follows:

- Patrolling, law enforcement
- Border maintenance (maintenance of trenches, border planting, border weeding/slashing)
- Enrichment planting
- Fire fighting
- Monitoring and evaluation

4.2.4. Sharing of Costs

The following forest management activities are included in most management plans:

- Guarding and patrolling
- Border maintenance (weeding or slashing)
- Establishment of nurseries
- Border planting
- Enrichment planting
- Protection of water sources
- Education of villagers
- Monitoring and evaluation

Usually, some farm forestry activities are also included in the management plans (such as planting trees on homesteads and farmland and constructing contour lines on fields). It has also been stated in the management plans and by-laws that all villagers have the responsibility to participate in fire extinguishing.

Responsibility to carry out most of the management activities is with the villagers, under the supervision of the forest committee and the village government; they will also bear the costs of these activities. Foresters give technical advice. Concerning the most labor intensive activities, however, such as border maintenance, border planting and enrichment planting, the FBD will have the responsibility to cover the costs.

4.2.4. Global and National Benefits from the Forests

The East Usambara Mountains contribute considerably to both, national and global biodiversity conservation objectives that protect diverse tropical rain forest ecosystem. The East Usambaras, as part of the Eastern Arc Mountains, has gained recognition by several international conservation organizations as one of the global centers of biodiversity and endemism of both flora and fauna. Having about 33,000 hectares of mature forests the area also, contributes to carbon sequestration.

East Usambara Mountains also form an important water catchment area for the local communities and the some 300,000 habitants of Tanga town.

4.2.5. Benefits to Local Communities

Proposed Mode and Procedure of Payment

As said before, the proposal in the present management plan drafts is that the FBD will pay the most labor intensive forest management activities (such as border maintenance and enrichment planting) also in the future. Funds for this purpose would be available from the forthcoming Eastern Arc endowment fund. This will be a major tangible benefit to the communities from JFM.

Instead of paying each casual laborer individually, as was the practice in the past, it is proposed that the village opens a forest management account and the payment will be made to that account. The Tanga Regional Catchment Forest Office and either the village forest committee or the village government will make a piecework agreement defining the work, unit price and schedule of payment (e.g. four kilometres of border weeding; 30 mandays/km at 1,500 TSh/manday; 50% paid when 2 km has been cleaned and 50% when the work is completed). The management plan defines how much of the payment will be used to pay for those who will participate the communal work (*msaragambo*) and how much will be saved for general community development purposes. The community share varies between 10 – 50% in different villages. The village forest committee or the village government, depending on the village, will pay the *msaragambo* participants. This procedure is hoped to decrease bureaucracy and possible misuses of government funds and, on the other hand, to empower villages.

The payment procedure has been an issue of hot debate in most villages. The planning team members stated very openly that they did not trust their village leaders, as far as money matters are concerned. Transparency has to be emphasized to the village forest committees and village governments. Once the village forest committees have been selected, they will be trained in bookkeeping, accounting and reporting. The management plans also define how often and by whom the accounts and bookkeeping will be audited.

Access to Forest Products

The village forest management area will be divided into different zones. Forest uses will be allowed in the utilization zone that will be marked in the forest.

According to the draft management plans, free forest uses for local villagers' domestic use usually include the following:

- Fetching water from permitted water sources
- Collecting dry firewood during the allowed days only (twice a week)
- Collecting medicinal plants
- Collecting vegetables and mushrooms
- Conducting rituals
- Using the existing foot paths

Uses needing a permit and possibly a payment may be as follows:

- Picking stones for construction (permit from forest committee and Forest Division)
- Digging ditches for water pipes (permit from forest committee and Forest Division)
- Cutting ropes (climbers) for construction (permit from forest committee)

- Clearing existing foot paths (permit from forest committee)
- Bee keeping (permit from forest committee)
- Taking visitors to the forest for tourism or training (permit from forest committee).

Fees

Some income can be generated through fees set for different uses. For example, in one village the payment for bee keeping is 200 TSh per year and 100 TSh per each bee hive. The collection of medicinal plants costs 200 TSh each time when entering the forest, and visitors pay 500 TSh if they are citizens and 5,000 TSh if they are foreigners.

Fines

Fines are defined in the by-law. It also defines which forbidden uses are dealt with at the village level, and which crimes are sent directly to the primary court.

Cases dealt with at the village level usually include the following:

- Grazing animals inside the reserve
- Cutting fodder or roofing grass
- Fishing inside the reserve
- Making new paths or roads inside the forest
- Cutting of different sizes of construction poles and ropes by debarking living trees
- Harvesting forest products for sale
- Cutting ropes (climbers) without permit
- Collecting stones without permit
- Bee keeping without permit
- Digging ditches for water pipes without permit
- Clearing existing foot paths without permit
- Taking visitors to the forest without a permit

Cases that are sent to the primary court include the following:

- Setting fire or burning the forest
- Making charcoal
- Harvesting timber
- Mining and collecting sand
- Hunting
- Harvesting wild honey
- Destroying water sources
- Living inside the reserve area
- Cultivating in the forest

The fines to be paid to the forest committee concerning forbidden uses (those dealt with at the village level) vary from 5,000 to 20,000 TSh in different villages, and fines for uses conducted without a permit when it was required vary from 2,000 to 5,000 TSh. Illegally harvested products will be confiscated. In some villages, instead of the fine the offender can do communal work (e.g. 500 m border weeding instead of 5,000 TSh fine). Some villages also defined a fine for villagers not participating in fire extinguishing without a reason.

Income from Selling Confiscated Forest Products

It is proposed in the management plans and the model for the management agreement that all confiscated timber and other forest products within the village forest management area will be auctioned by the forest committee and the forest officer, and the revenue will be shared between the village (gets 40%) and the central government (gets 60%) of the revenue.

Miscellaneous Compensation

It is also proposed in some by-laws that the court would compensate the village the cost associated with catching the offender and sending him / her to court. The offender should pay this cost. One village proposed that 30% of the fine set by the court should be returned to the village.

5. Experiences from Village Forest Management Planning

EUCAMP was involved in the facilitating of five VFR exercises. In three of them (Handei, Kizingata, Mpanga) EUCAMP field officers had the main responsibility of facilitation. Strong support was received from the Tanga office as the participatory planning exercise was a first for everyone. The background and progress of the Handei and Mpanga exercises are described in detail in Annexes 3 and 4.

In line with the national forest policy and the recommendations of the mid-term review of EUCAMP, facilitation of the two village forest reserves exercises (Kizee and Mfundia) were handed over to the Muheza and Korogwe District Councils. A short-term consultant was hired for January – March 2002 to establish an action plan on how the VFRs could become self-sufficient under the District Councils, and to strengthen and advice the planning process of the VFRs. The consultant prepared an agreement in collaboration with the District Council and EUCAMP staff on how the work should be conducted during 2002. The agreement identified the District Forest Officer (DFO) under the District Natural Resources Office as a coordinator for the exercise. The activities were funded by EUCAMP; the District Council was to allocate staff resources for the activities. The agreement with the Korogwe District Council was signed in May 2002, but with the Muheza District Council not until in September 2002.

According to the agreement with the Korogwe District Council, the DFO was to allocate two days a week for the Mfundia activities. For the Muheza DFO the working pace was two days a month. 1 – 2 other District staff for the village meetings joined the DFOs. EUCAMP continued to provide technical assistance.

In Korogwe, the implementation of the action plan started very actively but later on slowed down considerably. Moreover, the DFO often handed over the responsibility of the facilitation to the divisional forester or some other District staff. Mfundia exercise was laborious and time consuming, as there were four village planning teams to work with. In addition, there was a difficult border conflict between two villages that hampered the exercise. EUCAMP provided strong input to the forest inventory as it was felt that otherwise that would not have been implemented. The Mfundia exercise is described in more detail in Appendix 5.

In Muheza, the start up was slow as the DFO was busy with other activities. Kizee is managed jointly by two villages and therefore the workload was much smaller than in Mfundia. As the exercise progressed well later on, the management plan and by-law were finalized at the village level and, after passing the Ward Development Committee, were sent to the District Council for final approval in November 2002.

6. Lessons Learned and Recommendations for the Future

6.1. Joint Forest Management (JFM)

PRA has pros and cons in the conjunction with the joint forest management. The planning process in the Mtai Forest Reserve and involving the PRA exercise was very slow, time consuming and more expensive as the JFM exercise in Manga. On the other hand, the slow process allowed the villagers to digest the new ideas and concept of JFM and to develop a better sense of ownership to the forest reserve. Some good ideas came out from the PRA exercise – e.g. training on improved stoves and soil and water conservation was initiated by the villagers as a response to the environmental problems identified during the PRA. On the other hand, these activities were also identified by planning teams in Manga as good measures in forest protection.

However, if the PRA is not conducted in conjunction to broader rural development programme, it needs to focus more on the issues that can be solved by natural resources management and assistance by the facilitators of the exercise. It can otherwise create too high expectations in the villages, as they usually identify their primary problems with issues like poor roads, lack of water, and poor education and health services.

An introductory workshop was found very useful. It was efficient to have all relevant stakeholders, including representatives from the district, divisional and ward levels, to meet at the same time and share ideas and develop common policies. It is recommended that issues such as the main and intermediate objectives of forest management, indicators for monitoring and cost-benefit sharing, would be defined together with representatives from all adjacent villages of the forest reserve. It was noticed that these concepts were very difficult for the planning teams and, as these issues had been developed in the stakeholders' workshops, the planning process in villages adjacent to Mtai was slightly faster than in Manga. The proposals from the workshop can then be further elaborated by each planning team, as was done in the case of Mtai. On the other hand, it is important that everything is not given ready to the planning team, but that it be allowed to develop most of the content and feel ownership in the management plan and by-law. Enough time should be allocated for such a workshop (e.g. the one-day workshop in Manga was clearly not enough). If the workshop is well planned and efficiently conducted, two days should be sufficient.

Villagers expect clear benefits from JFM, either in the form of harvesting of valuable forest products (timber, poles), or payment for management activities. It is unrealistic to assume that there would be willingness to do hard and labor-intensive work, such as border clearing or cleaning, without any tangible benefits. In the case of East Usambaras, drafted JFM agreements define it a responsibility of the FBD to pay for certain forest management activities (see Appendix 7).

In some villages, the planning teams expected to be paid for the work. In the beginning they usually felt that this work is done for the FBD and only slowly adopted to thinking that the work is also for

their benefit. Often the planning sessions took the whole day, and sometimes the facilitators provided the participants with lunch or snacks at their own cost. A common policy in EUCAMP has been not to pay sitting allowances to villagers. This policy should be maintained, as sitting allowances can easily become the only motivation for villagers to participate in such work. It should be considered, however, that the participants could be provided with lunch (but as food and not money) when the planning meeting would take the whole day.

Participatory processes in general are very slow, and the more participatory the process is, the slower it is. Villagers have other priorities and their schedules and pace have to be respected when running participatory exercises. It was noticed many times in the planning team meetings that the villagers need a lot of capacity building in planning, monitoring, reporting and transparent administration. Even the members of the village government were not aware of the village administration and planning and decision making procedures at village, ward and district levels. Very often the planning teams were very suspicious about their village leaders' will and ability to administer financial resources transparently. A forest management planning process of about three to four months is just the beginning of the capacity building, and the elected forest committees should be trained, followed-up on and supported also in the future.

Facilitators have to make sure that gender issues are taken into account in the planning process when selecting the forest committees. Women should also be encouraged to take leadership roles and participate in all forest management activities.

Villages involved in JFM and VFRs should be supported with farm forestry and income-generating activities in order to reduce the dependency on natural forests. EUCAMP has provided training on nursery techniques, tree planting and agroforestry. Further training is still needed and the priority should be given to villages with participatory forest management activities. Training on nursery techniques should emphasize local seed collection and use of locally available nursery materials in order to decrease the dependency on external assistance. Training on construction and the use of energy saving wood stoves has been very successful in EUCAMP and should be continued. It has an immediate effect on forest protection and decreases the workload of women, as usually each participant builds a stove at her / his household during the training. Beekeeping in forest reserves should be introduced as a potential mean for forest protection. Villagers would protect forests more effectively if they had beehives in the forest. So far, most beehives have been hung in the farmland. Training on fish farming should also continue, as fish from ponds provide a substitute for the bush meat hunted in the forest. Hunting is often the cause of forest fires, which is the biggest threat for both central government catchment forest reserves and VFRs. All farm forestry and income-generating activities also contribute to poverty reduction in the villages.

Participatory forest management is fairly new in Tanzania and all facilitators were running this kind of planning for the first time. The capacity of the EUCAMP field staff to run the exercises was built up slowly by doing exercises with senior staff and they needed quite a lot of support from the Tanga Office.

6.2. Village Forest Reserves (VFR)

The biggest problems encountered with the village forest management exercises were linked to border conflicts. In Mfundia there was a severe conflict between two villages, which slowed down

the management planning process and the border survey, and hampered the forest inventory. In most villages, the village boundaries have not been surveyed and there are no official maps. District Councils could place a priority for boundary surveys of villages having or planning to establish a VFR.

In Mpanga and Kizingata, there were conflicts with farmers bordering the VFR. Mpanga was surveyed already in 1995 and gazetted officially in 1998 and there was a forest committee in place. Five bordering farmers (including one sub-village chairman) were cultivating inside the forest reserve since the establishment of the reserve and settling the dispute continued still in 2002. In Kizingata the survey of the forest boundaries was delayed, as there was a conflict with one farmer bordering the forest. All these examples show clearly how important it is that the initial border demarcation is done in a transparent and participatory way, fully involving all farmers bordering the proposed VFR. The process is very slow – it is imperative to allocate enough time to it.

The VFR exercises initiated by the villagers themselves (e.g. in Mpanga, Kizingata) usually ran more smoothly than those that were initiated by outsiders (e.g. Ward Development Committees in Mfundia). Considerably much more time was needed to clarify the village governments and planning teams about the villages' role in the process in exercises initiated by the outsiders. For example, in Mfundia, some villagers insisted strongly to be paid for the border demarcation and forest inventory work. Sometimes, however, if the villagers are not aware or interested in sustainable management of important forest areas (as was the case in Mfundia), it is better for the initiative to originate from the outside than to leave the forest area without management. Participatory land use planning might help villagers to realize the need for protecting certain forest areas.

The example from Handei, where the forest committee chairman was pit sawing in the VFR without the village government interfering, showed that a VFR does not necessarily guarantee protection and sustainable use of the forest. Forest officers should continue to follow up and support the implementation of the management plans and train the forest committees in record keeping, accounting and transparent reporting to the village assembly.

The exercises facilitated by the District Councils (Kizee and Mfundia) showed that when the exercises were not included in the district strategic and work plans, they got less priority if there were some other competing activities. More capacity building is needed for the district staff, especially for the divisional foresters so that they are able to run the planning exercises and support the implementation of the management plans independently in the future.

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Appendix 1. Mtai Forest Reserve JFM Exercise

A. Characteristics of Mtai Forest Reserve

The Mtai Forest Reserve is one of the oldest forest reserves in Tanzania; it was initially gazetted in 1913. The area of the reserve is 3,107 ha, making it one of the largest forest blocks in the East Usambaras.

The Mtai Forest Reserve is situated at the head of the Muzi River valley, at the northern end of East Usambara Mountains, ranging between 180 – 1016 metres above sea level (asl). The reserve includes two ridges and the Muzi River, running between the two ridges, and draining into the Sigi River, which is the main water source of Tanga town. The Muzi flows throughout the year and, in addition, there are many ephemeral streams within the reserve that are the only reliable source of water for the adjacent communities.

Majority of the forests in Mtai can be classified as “dense lowland forest” (84%) occurring up to 850 m asl. About 10% is “dense submontane forest” and the rest mostly poorly stocked and degraded lowland forest. A biodiversity survey was conducted in Mtai forest in 1997. The Mtai Forest Reserve contains at least 271 species of vascular plants, 31 species of mammals, 94 species of birds, 34 species of reptiles, 27 species of amphibians, 55 species of butterflies, and 33 species of molluscs. More than half of the plant species are forest dependent – seven of them endemic to the Usambara Mountains. In terms of fauna, Mtai is home to one critically endangered, four endangered and 20 vulnerable species, according to IUCN categories.

B. Socio-economic Situation

Mtai is surrounded by eight villages altogether with about 20,000 people (1988 census): Kidundui (2,500 people); Kwekuyu (3,500 people); Hemsambia (1,470 people); Matemboni (890 people); Muzi-Kafishe (450 people); Maramba A (3,050 people); Maramba B (6,000 people); and, Vuga (1,760 people). The major ethnic groups living in these villages are Shambaa and Bondei. Economically the communities adjacent to the Mtai Forest Reserve depend on agriculture and animal husbandry. In Maramba A and B that in practice form one big centre on the eastern side of Mtai, there are considerable business activities and petty business also exists in all other villages. The biggest problems in the villages are poor roads and insufficient education and health services. During the dry season, supply of water can be a problem.

In the past, mechanized logging was intensively carried out in Mtai, particularly on the eastern slopes close to Maramba. In the 1980s, Sikh Saw Mills was taking timber from the lower slopes of Mtai until 1987 when the logging was terminated in response to international pressure. The forest was also degraded by pit-sawing, pole cutting, encroachment (mainly for cardamom and coffee cultivation), hunting and mining by the adjacent communities. According to the biodiversity survey, however, fire from hunting and wild honey collection in the reserve, or from farmland preparation outside of the reserve, has caused the greatest damage to the forest biodiversity.

Local communities have been involved in forest management as casual laborers in boundary planting and clearing, forest fire fighting and patrolling. In some cases, they played a role as informers to reveal offences and offenders. As there is a logging ban in all catchment forests in

Tanzania, no timber harvesting or pole collection is allowed in the Mtai Forest Reserve. Villagers have been allowed to collect dry firewood twice a week from the forest and some non-timber forest products like wild fruits, vegetables, mushrooms and medicines.

C. Introduction of Joint Forest Management (JFM)

The Mtai Forest Reserve was selected as a pilot area for JFM in EUCAMP because of its problems of illegal uses and fire in the past. In September 1999, a preliminary meeting was conducted at the divisional level in Maramba, including the divisional secretary, the two ward executive officers for the villages surrounding the reserve, and the village government chairpersons and secretaries from the surrounding villages. The new Forest Policy was introduced with emphasis on people's involvement in the management of forest resources and, in particular, the concept of JFM. The idea of establishing JFM for the Mtai Forest Reserve was introduced and agreed on by the participants. Introductory meetings followed this meeting with the village governments and environmental committees in each of the surrounding villages in January 2000.

D. Participatory Rural Appraisal (PRA)

Following the experience from the preparation of the general management plan for the Amani Nature Reserve (ANR), it was decided that PRA should be conducted in all villages surrounding the Mtai Forest Reserve, before starting writing the detailed management plans. The primary objective of the exercise was to sensitize the villagers to the JFM concept and to identify the villagers' needs and desires associated with the management of the Mtai Forest Reserve.

According to the PRA, people identified the importance of the forest as a source of water supply and its effect on rainfall and climate as benefits from the forest reserve. Forest was also seen as a source of different products, like building poles, firewood, thatching and weaving grasses, timber, wild vegetables, fruit, mushrooms, honey and medicines. Forest area could also be used for fishing, hunting and mining. As major threats to the forest, people mentioned frequent annual fires, illegal timber harvesting and tree cutting, encroachment, hunting, collection of wild honey, mining and soil erosion. Forest reserves have also created problems to local communities such as vermin and snakes, big trees falling on farmers' crops, floods and loss of land due to forest reserve enlargement. Concerning the management of the forest reserve, the villagers felt that in the past there was no co-operation with villagers and the forest staff. The villagers did not benefit from the reserve, there was no control over the harvesting, the foresters were involved in illegal activities, and, even if illegal timber was confiscated in the village, the informer or the village was not rewarded.

As part of the PRA exercise, each village prepared a village resource management plan, defining their problems, evaluating local institutional capacities, priorities and opportunities, and proposing actions that should be taken. All villages decided to establish a village natural resources committee to co-ordinate forestry related activities. The PRA identified, among other things, the need to introduce alternatives to forest resources such as planting trees on farmland and homesteads, promoting beekeeping and the use of bricks for building. The identified need for training in the construction and use of improved stoves has already taken place in seven villages. In addition, other farm forestry and income-generating activities, such as training on soil conservation, beekeeping and fish farming were strengthened in some villages surrounding the Mtai Forest Reserve.

Before the PRA exercise, training took place for two weeks for the EUCAMP staff and the facilitators from the District Council (District Community Development Officer, and Agricultural Officer and Assistant Forest Officer from Maramba). The training was conducted by two consultants, one being also responsible for running the PRA exercise in the field and writing the report. The PRA exercise was conducted in nine villages, but during the exercise it was noticed that one village did not border Mtai. So later on it was left out from the JFM planning. The fieldwork for the PRA was carried out in March – April 2000. Each village was visited four times for the exercise – this was not considered sufficient by the facilitation team. The timing of the exercise was not optimal, as it was the time of the year when villagers are busy in their agricultural activities.

E. Further Workshops and Demarcation of Village Forest Management Areas

The outcome of the PRA exercise and the introduction to the next steps of management planning was dealt with in a workshop for divisional and ward level leaders and village representatives in September 2000. In the PRA exercises, the sharing of benefits between the village and the central government was discussed in all villages. The share to the village varied from 40% to 75% in different villages. In the workshop, this was further elaborated on in small groups and the conclusion of the group work was that 40% of the benefits should go to the village and 60% to the central government. It was not clarified what kind of benefits this would be applied to. During the management planning process, it was clarified that this rule would be applied to any confiscated forest products and equipment.

For efficient management, each village should be assigned a certain area of the forest reserve, called the village forest management area. This was also emphasized by the villagers during the PRA exercise. The identification of these areas started by the demarcation of village boundaries at the border of the forest reserve, and taking a tentative compass bearing for the border between villages inside the forest. This was done by a “border team,” comprising of representatives from both villages in concern. After getting unconfirmed bearings for all village borders, a tentative map showing the village forest management area was drawn. It showed clearly that the bearings had to be adjusted for more equal sharing of the forest area between the villages. The adjusted bearings were agreed to with the border teams and, following these bearings, the inside border was demarcated by painting marks on the trees. On the steep slopes of Mtai, this was a tedious task and took altogether 19 days during December 2000 – January 2001. The forest area was divided between the villages as follows: Hemsambia 269 ha, Kidundui 267 ha, Kwekuyu 465 ha, Maramba A 307 ha, Maramba B 385 ha, Matemboni 586 ha, Muzi 514 ha and Vuga 314 ha.

The content of the management plan was further elaborated in a workshop for divisional and ward level leaders and village representatives in March 2001. The content followed the guidelines on community-based forest management under preparation at the FBD. The workshop participants defined the objectives for the management of the Mtai Forest Reserve. The main objective was “conservation of the resources of Mtai forest in order to protect the land and living organisms for the sustainable use by the present and future generations”. The participants also made proposals for forest management procedures (role and responsibilities of village forest committee), forest management activities, the use of the income from the forest, monitoring and evaluation and how the offenders should be dealt with.

Based on the outcome of the PRA results and the two workshops, EUCAMP staff started to prepare a model forest management agreement between the village and the FBD. The agreement also defined rules for different uses of forest resources. The draft agreement was sent for comments to the FBD but, in spite of several requests, no comments were ever received. The intention was that, after getting comments from the FBD, the agreement would be further elaborated on in each of the villages surrounding the Mtai Forest Reserve. This approach was heavily criticized, however, by the Mid-term Review mission of EUCAMP, which emphasized that each village should write their own forest management plan.

F. Management Planning Process

After the criticism of the Mid-term Review mission the approach was changed to strictly follow the community-based forest management guidelines that had just been published by the FBD.

The preparation of the management plan started with a meeting with the village government and village natural resources committee, which defined the criteria for a selection of a planning team. The most important selection criteria were the representation of all sub-villages and the gender. In some villages there were also representatives of the village government, natural resources committee and elders in the planning team. In two villages the village government selected the planning team members, but in six villages the planning team was selected by a village assembly. This was a recommendation by the facilitators to create better awareness among all villagers about the objectives of JFM and the whole exercise.

The management planning started first in Matemboni and Muzi-Kafishe villages by having two planning meetings in both villages in July 2001. The planning teams considered issues both in the management plan and in the by-law. By-law formulation was considered essential for effective management because an approved by-law is the only way to take legal action against offenders.

Management planning was interrupted due to various reasons (tedious work planning process after the final report of the Mid-term Review, prioritizing other project activities etc.) and did not continue effectively until January 2002. A detailed work plan with clear targets for running the JFM exercise in Mtai had been made in September 2001 and revised in November 2001 (Annex A). Based on this detailed work plan, quarterly targets were set and monitored (Annex B).

The community-based forest management guidelines of FBD were used as an overall guide for the exercise. During management planning, a more detailed facilitation tool was developed (Annex 8). For smooth running of planning, the team was usually given an assignment to consider certain topics of the management plan or the by-law for the next planning team meeting. These were then further elaborated with the facilitators. Working in small groups was also found useful.

An average of two to three planning team meetings were needed for collecting information for the content of the management plan and by-law. Proposals for different parts of the management plan and by-law, developed earlier in the stakeholders' workshop, were used as a basis for discussion. The facilitator then had the first drafts typed in Tanga or Maramba office. Usually three more meetings were needed to discuss the facilitators' comments and to finalize the drafts, before presenting them to the village government. It was found very important that the planning team practice the presentation with the facilitator in advance. Usually in the meeting with the village

government, some minor changes and corrections were still made, before the village government took the management plan and by-law drafts to the village assembly for approval.

G. Conclusions

The implementation of the JFM exercise was very slow until the beginning of 2002. On the other hand, this allowed the villagers to absorb the idea of JFM more easily and also to create a sense of ownership to the forest. In general, the planning process in the villages is slow and has to be adjusted to the villagers' schedules and pace. For example, the time between February and May is not optimal, as the villagers are busy with their farming activities. With an active planning team, even at its fastest, the process took two and half months, from the first meeting with the village government to the approval of the management plan and by-law by the village. Most commonly the planning process took about three to four months.

Participatory rural appraisal had some advantages such as creating awareness and identifying the supporting farm forestry needs. On the other hand, it slowed the progress quite considerably and perhaps had too wide a scope for the forest management planning and created the expectations in the villages that their major problems would be solved. If the PRA exercise can be incorporated in the district development planning so that there would also be assistance for the major problems of the villages, it can be a useful tool.

When starting the JFM planning exercise in Mtai Forest Reserve, there was no clear guidance as to what kind of uses would be allowed in the reserves. On the other hand, there was some kind of expectation from the FBD's side that the villagers would take the main responsibility of all management activities concerning the forest as without external support the government would not have funds to pay for them. This was also stressed by the Mid-term Review mission, criticizing that forest management with paid casual laborers was unsustainable and not cost-efficient. The review mission did, however, strongly recommend that the villagers should obtain more tangible benefits from the forest (e.g. timber and construction poles). This was also strongly pointed out by village planning teams proposing that, under the control of the village forest committee at least fallen trees and the collecting of building poles should be allowed for community development purposes. Still, and in spite of these benefits, some planning teams felt that the most labor-intensive work, such as forest border planting and clearance, should also be paid for in the future. Not until April 2002 did the appraisal team for the Eastern Arc project have a clear indication that forest conservation had to be paid for and that there would be an endowment fund that could be used in the future to cover the costs of forest management in the Eastern Arc Mountains. It also recommended that the logging ban should continue. With this information, it was easier for the facilitators to continue with the planning exercises. In most villages adjacent to Mtai Forest Reserve, this change was accepted by the planning teams and village governments that revealed that paying for the border maintenance and enrichment planting work was actually much more valued by the villagers as a tangible benefit, than logging in the forest reserve.

Annex A. Detailed Work Plan for the Mtai Forest Reserve Joint Forest Management Planning

Activity	Target	Period
Village assembly conducted (selection of planning team)	- Matemboni, Muzi-Kafishe - Vuga, Hemsambia - Maramba A, Maramba B - Kidundui, Kwekuyu	Jul 01 Dec 01 May 02 Aug 02
Management planning conducted	- Matemboni, Muzi-Kafishe - Vuga, Hemsambia - Maramba A, Maramba B - Kidundui, Kwekuyu	Jul 01 Feb 02 Jun 02 Aug 02
By-law formulated	- Matemboni, Muzi-Kafishe - Vuga, Hemsambia - Maramba A, Maramba B - Kidundui, Kwekuyu	Jul 01 Feb 02 Jun 02 Aug 02
Draft management plan and by-law typed and edited	- Matemboni, Muzi-Kafishe - Vuga, Hemsambia - Maramba A, Maramba B - Kidundui, Kwekuyu	Nov 01 Mar 02 Jul 02 Sep 02
Draft management plan and by-law presented to village government	- Matemboni, Muzi-Kafishe - Vuga, Hemsambia - Maramba A, Maramba B - Kidundui, Kwekuyu	Dec 01 Apr 02 Jul 02 Sep 02
Draft management plan and by-law presented to village assembly	- Matemboni, Muzi-Kafishe - Vuga, Hemsambia - Maramba A, Maramba B - Kidundui, Kwekuyu	Dec 01 Apr 02 Aug 02 Sep 02
Feedback from village assembly and draft management plan and by-law finalized	- Matemboni, Muzi-Kafishe - Vuga, Hemsambia - Maramba A, Maramba B - Kidundui, Kwekuyu	Mar 02 May 02 Aug 02 Oct 02
Demarcation of utilization zone	- Matemboni, Muzi-Kafishe - Vuga, Hemsambia - Maramba A, Maramba B - Kidundui, Kwekuyu	Jul 02 Jul 02 Aug 02 Aug 02
Draft management agreement developed		Apr 02
Feedback to draft management agreement from 1-2 villages	- Matemboni, Vuga	May 02
Draft management agreement, plan and by-law submitted to FBD for comments		Jun 02
Comments from FBD received		Jul 02
Training of village forest committees	- Matemboni, Muzi-Kafishe - Vuga, Hemsambia - Maramba A, Maramba B - Kidundui, Kwekuyu	July 02 Aug 02 Oct 02 Nov 02
Management plan and by-law submitted to WDC	- Matemboni, Muzi-Kafishe (Mhinduro ward) - Maramba A, Maramba B (Maramba Ward) - Vuga, Hemsambia, Kidundui, Kwekuyu (Kigongoi Ward)	Aug 02 Sep 02 Oct 02
Management plans and by-laws submitted to the District Council		Dec 02
Management plans and by-laws approved by the District Council		Mar 03

Annex B. Quarterly Targets for January – March 2002 for JFM in the Mtai Forest Reserve

Target	Achieved	Remarks
<i>Activities from the previous quarter</i>		
- Draft management plan and by-law typed and edited for Matemboni and Muzi	Completed	
- Draft management plan and by-law presented to village government in Matemboni and Muzi	Partly completed	Meeting in Matemboni on 22.3. In Muzi one-two meetings are still needed with planning team before presenting the plan to village government.
- Draft management plan and by-law presented to village assembly in Matemboni and Muzi	Delayed	
- Finalisation and signing of management plan and by-law in Matemboni and Muzi	Delayed	
- Planning teams selected in Vuga and Hemsambia	Completed	
- Planning started in Vuga and Hemsambia	Completed	
<i>Activities for this quarter</i>		
- Management planning conducted in Vuga and Hemsambia	Completed	
- By-laws formulated in Vuga and Hemsambia	Completed	
- Draft management plan and by-law typed and edited for Vuga and Hemsambia	Completed	
<i>Achieved of the target by 31.3.2002</i>	75%	

Appendix 2. Manga Forest Reserve JFM Exercise

A. Characteristics of the Manga Forest Reserve

The Manga Forest Reserve was gazetted in 1955. It is situated in the Muheza District, covering 1,635 ha between 120 – 360 m asl, and encompassing lowland forest and grassland. Three villages are participating in the Manga Forest Reserve JFM exercise: Misozwe, Kwatango and Mkwajuni.

A biodiversity survey was conducted in the Manga Forest Reserve in 1994 and 1997. Manga was found significant in terms of conservation and as a good example of mature lowland forest with high species diversity. The reserve provides habitat to a number of endemic and threatened species, including three tree species endemic to the Usambaras. Manga also has high catchment values as many streams from the forest feed the Sigi River, which is the water source of Tanga town. Fire is the biggest threat in Manga. Big areas have been affected by it (more than a third of the sample plots in the survey) and, in particular, in the north of the reserve there is only woodland and grassland, dominated by invasive grass species. Timber was extracted commercially from Manga until the end of the 1980s and the impact is still visible. Illegal timber and pole collection by the villagers continues at some level.

B. Socio-economic Situation

A socio-economic study was conducted in the Kwatango and Mkwajuni villages in 1994. In general, most villagers felt that the forest reserve should be for their use and livelihood, in terms of agricultural land and forest products. The traditional farming method, shifting cultivation and cleared forest, is the preference for new farmland. People collected edible wild plants and mushrooms more in bush land and farmland than in the reserve due to lack of access. People admitted collecting building poles and hunting in the forest and there were signs of illegal pit sawing. A few villagers collected wild honey in the forest. The present rules allow limited access for villagers to utilize forest products (e.g. collecting firewood twice a week and collecting edible plants, mushrooms and medicinal herbs).

C. Introduction of Joint Forest Management (JFM)

The Manga Forest Reserve was included in EUCAMP's JFM activities in the 2001 / 2002 work plan. An introductory workshop was organized in November 2001 for divisional and ward level authorities and village representatives. At that time it was thought that five villages, namely Kwatango, Mkwajuni, Misozwe, Mwarimba and Segoma, bordered the forest reserve. The forest policy, especially JFM and the background information about Manga Forest Reserve, was presented to the participants. The participants defined the main objective of the management of the Manga Forest Reserve as "Conservation of Manga forest jointly in order to raise the quality and to develop its resources for the benefit of present and future generations." The participants also agreed that the benefit sharing between the central government and the village would be 60% – 40%.

The outcome of the workshop was presented in a village assembly in all five villages, where also the selection criteria for the planning team was agreed upon and a team to demarcate the internal boundaries was selected. Usually the selection of the planning teams was left for another village assembly, as the participation of villagers was rather poor. Most villages emphasized the need of

representation of sub-villages, both genders, forest users, elders, youth and technical officers in the village. In the village meeting in Mwarimba, it was revealed that this village did not border the Manga Forest Reserve. It was agreed to, however, that representatives from Mwarimba village government would participate in the demarcation of the internal boundary between Misozwe and Mkwajuni.

D. Demarcation of Village Forest Management Areas

The demarcation of internal boundaries started at the end of January 2002 by defining the village boundaries at the forest reserve border between the villages. At the same time, a tentative bearing for the internal boundary was taken. Later studies of the map showed, however, that the Mruka River forms a natural boundary between Kwatango and Misozwe, and Kwatango and Mkwajuni. During the demarcation process it was also realized that although the Segoma village neighbors the forest reserve in the north, where the Sigi River forms the border, all forest area south of the Sigi falls within the administrative boundaries of the Kwatango and Mkwajuni villages. Consequently, it was agreed that Segoma village would not participate in the JFM exercise, but in the management plans of the other two villages some user rights (mainly collection of firewood) would be guaranteed for Segoma villagers. Thus only the inside border between Misozwe and Mkwajuni had to be marked up to the Mruka River. This work of slashing and painting of 3.2 km was done for two days in February. The work was slow, as there was a lot of undergrowth and shrubs in the forest. The forest area was divided between the villages as follows: Kwatango 785 ha, Mkwajuni 458 ha and Misozwe 392 ha.

E. Management Planning Process

The experience gained from the Mtai JFM exercise was used in the management planning of Manga. Participatory Forest Management (PFM) Guidelines of the FBD, and the more detailed facilitation tool developed by EUCAMP, (Annex 8) were used. As the Station Officer in charge of the Manga Forest Reserve was not familiar with JFM planning, he received regular support from Tanga office.

Planning team meetings started in March 2002 in the Kwatango and Mkwajuni villages, and in April 2002 in Misozwe. On average, six planning team meetings were needed to develop and finalize the content of the management plan and by-law. In addition, the planning teams met at their own time to do the assignments given by the facilitators. These assignments were then elaborated together with the facilitators. Planning teams presented their proposals to the village governments, which then took the management plan and by-law drafts to the village assemblies for approval. Village assemblies were organized in June – July 2002, so the planning process from the first planning team meeting to the approval by the village assembly took altogether 2.5 – 4 months in the villages adjacent to Manga Forest Reserve. The planning process progressed very smoothly, as planning meetings were hardly ever cancelled or postponed.

F. Major Issues During the Planning Process

In the beginning of the planning process, the planning teams had strong expectations that the Manga Forest Reserve would be opened for commercial harvesting, which would then benefit the villages as well. On the other hand, the planning teams expected that the FBD would continue to pay for all

forest management activities as it had in the past. After introducing the results of the biodiversity survey that clearly showed the degradation of the forest, most planning teams accepted the continuation of the logging ban, although in one village some members strongly argued that the collection of fallen trees should be allowed. Otherwise, there would be no difference in JFM compared to the earlier management regime by the FBD alone. After a long discussion, a consensus on the continuation of the logging ban was reached.

In one village, attendance of the planning team members was usually very poor. When the issue was discussed with the village secretary, it was revealed that the missing members expected to be paid for the work.

It was often noticed in the planning team meetings that the villagers needed a lot of basic capacity building on the local government reform. Even the members of the village government were not aware about the structures and decision-making procedures of the village and district administration.

Villagers would have preferred to have planning team meetings at a much slower pace (e.g. twice a month), and not every week as was strongly emphasized by the facilitators due to the time constraint. In general, villagers' schedules should be respected. On the other hand, it was felt that if the planning process is spread over a very long time span, it usually takes altogether a longer period, as in the beginning of each meeting a lot of time has to be used to revisit the outcome of the previous meeting.

Organizing village assemblies seemed to be difficult in most villages, as it was difficult to get a quorum for the meeting. Consequently, and to avoid too many extra village assemblies, selection of the forest committee was proposed to be conducted in the same village assembly where the management plan and by-law were approved. Due to the time constraint with the JFM exercise, extra village assemblies can not be fully avoided. But, in general, forestry and other environmental matters should be on the agenda in the four regular village assemblies a year the village government is to conduct.

Appendix 3. Mpanga VFR Exercise

A. History of Mpanga Forest

The pre-colonial history of the forest is typical of forest patches in the East Usambaras. During tribal wars, the Sambaa (Kilindi clan) used the forest as a refuge for women, children and the disabled. The forest also provided a useful vantage point in guarding against approaching enemies. If enemies approached, the Sambaa could defend their area by rolling large stones down Mpanga Hill towards their attackers. During wartime, the forest became a burial site and thus a place of worship for those whose ancestors were buried there.

During the latter half of the twentieth century, people moved from the forest to villages at Mpanga (now a sub-village), Vuga and Hemsambia. Even after people had moved out, the forest continued to be a place of worship for the Kilindi clan. Led by their elders, clan members sought blessings from their ancestors buried in the forest. During this time the village only permitted the collection of minor forest products such as medicines, building poles, wild vegetables and firewood. The cutting of large trees was prohibited.

After *ujamaa*, Mpanga Forest was located at the border of two villages, Hemsambia in the east and southeast of the forest and Vuga on the other sides. The Kilindi, most of whom now lived in the Mpanga sub-village, continued to use the area for sacrificial practices. The traditional management system functioned effectively until the late 1980s.

B. Background of Mpanga Village Forest Reserve Exercise

In the late 1980s and early 1990s, a growing demand for timber from the East Usambaras began to affect the Mpanga Forest. Clan elders began issuing permits for timber extraction from the forest and by 1993 the forest had been badly damaged by pit sawyers. At this stage, neighboring Hemsambia village became concerned with what was happening and took steps to halt the logging.

The issue of Mpanga Forest was raised during a stakeholder meeting at Hemsambia in June 1993. The Tanga Regional Catchment Forest Office staff, together with the District Natural Resources Officer and divisional and ward leaders, conducted a meeting about the enlargement of the Mtai Forest Reserve. The Hemsambia village leaders outlined the problem at Mpanga and proposed that the government gazette the forest in order to prevent further degradation. One reason for the community's concern was that the exploitation of the forest was disrespectful to the ancestors and might therefore bring misfortune.

Various options were considered as to how to tackle the problem, including incorporating the forest into an existing reserve such as Mtai, or gazetting it as a distinct state forest reserve. The forest, however, is too far from Mtai and too small to be gazetted independently as a state forest reserve. Community based forest management seemed to be the most appropriate solution. This option was strengthened by the communities' obvious concern at the fate of the forest.

C. Management Planning in 1995

To discuss and to agree in principle to the idea of establishing a VFR, the first official meeting between the Hemsambia and Vuga village governments and the Tanga Regional Catchment Forest Office was held in April 1994. Several further meetings were held in June and September of the same year. After 8 months, the exercise continued with a border survey that started in May and was completed in August 1995. The VFR area was found to be 24 ha, with altitudes between 650 m and 920 m asl.

Management planning continued again in September 1995, with facilitation by the forest officers and an international consultant. After a series of meetings between the two villages and the facilitators, the villages agreed to manage the Mpanga forest jointly as a VFR and confirmed forest conservation rules in December 1995.

The forest conservation rules of Mpanga forest were written in the form of a by-law. In order to let the forest to recover from previous degradation, villagers decided to close the forest for most uses for five years, until the end of year 2000. Only collection of dry fire wood and traditional medicines, and taking visitors to the forest were allowed, with permission from the forest committee or from the village government of either, Hemsambia or Vuga. In addition, the villagers were allowed to freely fetch water from the water sources in the forest, to sacrifice, and to collect vegetables and mushrooms. No forest management activities (e.g. border planting and maintenance) were included in the forest conservation rules. Main supervisor of the rules was the forest committee, selected by the two village governments. It had an equal number of members from both villages, the chairman being from one village and the secretary from the other. The village governments also selected the forest guards responsible for patrolling.

After some minor changes and consequent delay, and in order for it to be further taken to the Muheza District Council for approval, the by-law for the Mpanga VFR was forwarded to the Ward Development Committee in 1998. Due to the lack of thorough follow-up, however, the by-law never reached the District Council and was not officially approved. Hence, although establishing directives for the use of the forest, it lacked the power to take legal action against offenders.

D. Gazettement of Mpanga Village Forest Reserve (VFR)

The Mpanga VFR was officially gazetted according to the regulations for gazettement of central government forest reserves (Government notice number 542 of 28 August 1998). So far, Mpanga is the only VFR to be officially gazetted as one in Tanzania. This gives a strong legal status for the conservation of the forest reserve. The present forest act, passed by the Parliament only in April 2002, emphasizes management planning and by-law formulation for VFRs. An application to gazette a VFR can only be made after three years of managing a District Council-registered VFR.

E. Biodiversity Survey

A two-week biodiversity survey was conducted within the Mpanga VFR in November 1999. A team from Frontier Tanzania and EUCAMP conducted the inventory with assistance and support by the Mpanga forest committee.

The objective of the vegetation survey was to obtain information on different tree species, on their amount and size, and on the human disturbance within the forest, using the same method as in the surveys of catchment forest reserves. It was also interesting to find out how much do small forest patches like Mpanga contribute to the biodiversity of East Usambaras. Six vegetation sample plots were systematically and evenly located throughout the forest for the inventory of trees and shrubs. Disturbance transects were used to record the intensity of pole cutting, logging, animal trapping and fire in the forest.

The forest boundary was not clearly marked and the survey team needed considerable time to clarify the boundary. Moreover, it was discovered that four hectares of the total forest reserve area of 24 ha were deforested and used for crop cultivation, as five farmers had encroached the forest.

Altogether, 142 different species of trees and shrubs were found in the survey, either in the survey plots or through casual observations. Eight species are endemic to the Usambara Mountains, and a further 24 species have ranges restricted to the Eastern Arc and/or East African lowland forests. Within the regeneration plots, 28 species were recorded as regenerating. The Mpanga forest also harbors eight mammal species, 11 reptile species, 14 amphibian species and 17 species of butterflies, but none of them were found to be endemic.

In comparison to catchment forest reserves in the East Usambaras, Mpanga has extremely high rates of pole cutting and timber harvesting. This is mainly explained by the harvesting activities before 1995. Evidence of fresh pole cutting was observed, although there were no signs of recent timber cutting.

F. Management Planning Process in 2001

As the initial forest conservation rules for Mpanga were planned to be valid for only until the end of 2000, the Mpanga forest committee requested EUCAMP to assist in the preparation of a management plan and updated by-law. The management planning process started in May 2001, with a meeting with the forest committee and the two village governments. A short summary of the preliminary results of the biodiversity survey was translated into Swahili and presented to the meeting to give information on the present status of the forest. The management planning process was also introduced and criteria for the selection of the planning team agreed to. The village governments insisted that they would select the planning team members, although the facilitators recommended that village assemblies should do the selection. Both village governments agreed that the original boundary of the forest reserve should be respected and action should be taken against farmers cultivating inside the reserve. Consequently, the offenders were taken to the police in February 2002 and agreed to stop cultivating within the forest. The cultivation, however, still continued in April 2002 and so the villages took the issue to the court.

A planning team of 14 members (seven members from each village; five women and nine men) started the planning in May 2001 by reviewing past management. The review was followed by making the management plan draft and updating the existing by-law draft, made initially in 1995. The new drafts were then further elaborated on in July 2001 and presented to the village governments. Feedback from the village assemblies was not discussed with the facilitators until October 2001. The hot topic in Hemsambia village assembly had been the composition of the forest committee, originally based on the representation of the sub-villages bordering Mpanga forest. As there are two sub-villages in Vuga and one in Hemsambia adjacent to the forest, this rule favored Vuga. As a consequence, the number of forest committee members was agreed to be the same from each village and was increased from nine members to 26 (13 from each village). The reason for the big increase was that it was felt that all sub-villages should be equally represented in the committee.

Although the biodiversity survey showed that the forest had not yet fully recovered from degradation in the past, the strict rules made in 1995 were loosened in the present management plan and by-law. Collection of dry firewood on certain days has been added to free uses, while collection of construction poles and ropes and harvesting of honey and bee wax is now allowed with a permit from the forest committee. An entrance fee for visitors has been introduced and, with a paid license, the harvesting of fallen trees is also allowed,

The signing of the management plan and by-law drafts by the village governments was still delayed, as representatives of the Hemsambia and Vuga village governments insisted that the Vuga village chairman take action against the sub-village chairman who had been cultivating in the forest. Finally in November 2001, the documents were signed and forwarded to the Ward Development Committee: It discussed and passed them in December 2001 and forwarded them to the Councilor who then took them to the Muheza District Council. The District Forestry Officer presented the management plan and by-law drafts in March 2002 at the Economic, Works and Environment (EWE) Committee of the Muheza District Council. Some editorial changes were requested and the corrected documents were approved in July 2002. In mid December 2002 the management plan and by-law were still awaiting to be finally approved by the Full Council.

G. Some Experiences from the Implementation in 2002

The new forest committee was appointed at the beginning of 2002. The election of the forest committee chairman was unsuccessful, however, as the person appointed did not attend the committee meetings and a new chairman had to be elected. By November 2002, the forest committee had three meetings where it set targets according to the management plan, discussed the case concerning the encroachment to the forest and how the revenue collected from the entrance fees should be used. According to the management plan, the forest committee meetings should take place every second month.

As part of the punishment, the five farmers who had encroached the forest were to clear the boundary bordering their farmland. This was not done, however. Otherwise the boundary clearing was done as communal work by people from sub-villages bordering the forest reserve, and some 70% of the boundary clearing was completed. The village forest guards also did patrolling fairly regularly.

Although allowed according to the new management plan, no permits for collection of forest products have been issued so far (by mid December 2002), the villagers collecting firewood from their farms and not from the forest.

The Mpanga VFR is well known in Tanzania, and it has received visitors from Malawi, Zimbabwe, Dar es Salaam and Lindi. The planning teams from Kizingata and Kizee VFR exercises in the East Usambaras also made a study tour to Mpanga. During January – October 2002, the forest committee collected 42,000 TSh as entry fees, which were used for office materials and the initial preparation for the construction of the forest committee office.

H. Conclusions

The Mpanga forest reserve is a positive example of an initiative made by the villagers for forest conservation and is a “learning ground” for other villages in the East Usambaras interested in establishing a VFR.

The first set of forest conservation rules showed the importance of including forest management activities in the management plan. During the biodiversity survey in 1999, in some places the boundary was barely visible, and it was not clearly recognized that people were cultivating inside the forest. The problem concerning farmers cultivating inside the forest continued to be an issue still in 2002. This emphasizes the importance of the original border demarcation of VFRs and that it is accepted by all villagers.

The biodiversity survey of Mpanga revealed that even small forest patches could provide habitat for the unique biodiversity of the Eastern Arc. The forest also plays an important role as a source of water for the communities. It is therefore important to encourage this type of forest conservation to protect the remaining forests on village lands in the East Usambara.

The management planning process in 2001 was interrupted several times due to other project activities. Consequently, each meeting had to be started by a detailed briefing of the past activities, delaying the process. It is important to conduct the exercise in a more efficient manner, but also taking into account the villagers’ schedules and priorities.

When the new forest committee had been elected in the beginning of 2002, it started to have meetings and implement activities, though at a slower pace than indicated in the management plan. To support and encourage the forest committee, the implementation of the management plan and by-law needs to be regularly followed up on by the forest officers.

Appendix 4. Handei VFR Exercise

A. History of the Handei Forest

The Handei forest was named after the settlers who came in the 19th century from Handeni, a lowland area in the south-western Tanga Region. They settled in the forest in Amani, in locations today belonging to the Kazita and Mgambo Miembeni villages. These people, belonging to the Kilindi clan of the Sambaa tribe, continued with their norms, rituals, farming and grazing practices. The first leader of the settlers was called Mbega, followed by Kimweri and Mnkande. Planting *Dracaena usambarensis*, used as a defensive fence in that time, marked the graves of these leaders. These palm-like trees can still be found in the forest that was also used for different rituals, such as praying for rain, fertility, children and protection against disasters and diseases. The forest was very famous for the rituals conducted there.

During the time of the first three Kilindi leaders, unnecessary tree cutting and hunting was not allowed, especially in the ritual places marked by the *Dracaena usambarensis* trees. Offenders violating regulations were punished at a cave called the “Wina wa Mungu” (God’s Cave), which was also used for trapping animals. The escarpment in the forest was also used to punish those disobeying the rules, as well as the ones with unwanted strains in the Kilindi clan and the ones with incurable diseases.

The Kilindi rules were followed until the mid 1950s and the forest flourished and supported a good wild life. Many of the traditional healers passed away in the 1960s and 1970s, and this time the destruction of the forest also started. The rules were no longer obeyed and the forest was encroached for cultivation of cardamom and other cash crops. As a consequence, big areas were deforested and some of the water sources dried.

B. Conservation Efforts in 1980s and 1990s

In the late 1980s, the villagers of Mgambo Miembeni started to worry about the changes in the micro climate in the area and asked for advice from foresters working for East Usambara Conservation and Development Project. Trees were planted in open areas, but as they were not weeded, many of them died. The villagers were not made aware of the purpose of forest conservation and some village leaders felt that the forest was there to benefit them only. As a result, the encroachment, grazing and timber harvesting continued for the benefit of a minority group in the village.

In the mid 1990s, the East Usambara Catchment Forest Project (EUCFP) included the Mgambo Miembeni village among its project pilot villages and some extension activities (e.g. video shows were conducted in the village). After the visit of forest committee members from Mpanga VFR to the village, the Mgambo Miembeni villagers decided to conserve their forest. With the assistance of EUCFP, the Handei forest was surveyed and a map prepared, showing the area to be 156 ha. The villagers participated in the survey, and border clearing and digging of directional trenches were done as communal work.

Forest by-law was also formulated. Unfortunately, again, Mgambo Miembeni suffered from poor leadership; the forest committee was not elected in a transparent way in a village assembly and

therefore it represented only a minority in the village. Moreover, follow-up from the EUCFP was weak. The by-law was never passed through the Ward Development Committee and was not submitted to the District Council. Therefore, it never gained legal status and could not be used for the management of the forest. As a result, forest destruction continued as the forest committee chairman authorized tree cutting and timber harvesting for the benefit of a small minority in the village. All this demoralized and discouraged the villagers to attend any of the forest management activities or to take responsibility for forest protection.

C. Management Planning Process in 2001 – 2002

The process to prepare a management plan and new by-law for the Handei VFR started in October 2001 with an introductory meeting with the village government and the forest committee. In the discussion it was revealed that the forest committee chairman had continued pit-sawing in the forest. The case had been taken to the police, but the forest committee chairman had escaped from the village. The village had started to collect entry fees from visitors to the forest, but there was no proper plan on how this revenue should be used. A management plan was seen as a way forward to solve these problems.

The village assembly selected a planning team of 12 people (7 men, 5 women) and started the planning exercise by reviewing the past management. In the first meetings, the planning team members expected to be paid for the work, but after a discussion agreed that the work is for the villagers' own benefit. The forest committee paid them once a sitting allowance of 300 TSh from the revenue collected from entry fees. The planning team found several weaknesses in past management. The forest committee was not selected by the village assembly and therefore represented only a minority that used the forest for its own benefit. As the village government had selected the forest committee, it was difficult for the villagers to stop the misuse of the forest. There was no management tool in place because the first by-law was never passed by the Ward Development Committee or approved by the District Council. The revenue collected as entry fees from visitors to Handei was not wisely used.

The planning team conducted a simple participatory forest assessment, making the following observations:

- Many footpaths were present in the forest leading to cut trees, poles and firewood
- Pit-sawing was continuing in the forest
- Many animal traps were found indicating hunting of bush meat
- Encroachment had taken place through farming and building inside the forest
- The forest border was not clearly marked and cleared from undergrowth
- Forest fires had occurred in some areas
- Some of the water sources were destroyed

Observations of the trees, shrubs, herbs, flowers, birds, insects and signs of mammals were made during the transect walks, and their names and uses were recorded. The African violet (*Saintpaulia sp.*) was found in some spots in the forest. The simple assessment convinced the planning team that the forest had suffered from severe degradation and the main objective for the future forest management should be protection.

During the management planning process, the Mgambo Miembeni village government requested a permit to pit-saw in the Handei forest from the Amani Nature Reserve (ANR) for the purpose of constructing school desks and expansion of school classrooms. A permit was issued for the harvesting of two dead logs of *Newtonia buchananii* in the VFR, and one dead log of *Milicia excelsa*, outside the Handei forest for the community development. In the permit it was emphasized that the work should be conducted without a contractor. The village government, however, used a contractor who was the forest committee chairman, charging two thirds of the produced planks as payment for the work and leaving only one third for the community development. Only 60 pieces of lumber for the school had been produced, while the need was over 400 pieces. None of the work was done as communal work, but the contractor used some school children for hauling the lumber from the forest. The planning team felt very demoralized and was not willing to continue with the planning exercise, because the misuse of the forest by the village government and the forest committee chairman continued. A meeting with the village government, forest committee chairman, the planning team, the Conservator and staff from the ANR and staff from the EUCAMP Tanga office was convened in March 2002 to settle the problem. It was decided that no more harvesting in the Handei forest was allowed and the planning team resumed the preparations of the management plan and the by-law. A rough estimate was that over ten trees had been cut into planks. Most probably some of them have been live trees inside the VFR. An official report was never produced.

The management plan and by-law drafts were finally ready after ten planning team meetings. They were presented to the village government and, further, to the village assembly in August 2002. After passing the Ward Development Committee, they were forwarded to the District Council for final approval in September 2002.

D. Conclusions

The Handei VFR is fairly big at 156 ha and could be used as a production forest if well managed. For better management, the planning team divided the area into different zones, including sacred areas, utilization zone, water protection zone, biodiversity and research zone, and rehabilitation zone. Eco-tourism is also a potential in Handei, as there are African violets and some endemic frogs in the forest, and the view from the escarpment over the Lwengera Valley to the West Usambaras is very beautiful.

Continued pit-sawing by the forest committee chairman, with no interference from the village government, showed that community based forest management does not guarantee protection and the sustainable use of a forest. Forest officials should be aware that a community is not homogeneous, and that the decisions need to be made in a transparent way for the benefit of the majority of the villagers. Follow-up and training on the implementation of the management plan by the forest officials is very important.

Appendix 5. Mfundia VFR Exercise

A. Background of the Mfundia VFR Exercise

The Mfundia forest area is located in the Korogwe District, Magoma Division, Magoma and Kerenge Wards. It is a fairly big area of lowland forest, with altitude ranges from about 400 meters to the highest rocky peak, called Mfundia, of 792 meters asl. In the past, there was a plan to gazette this forest area as a central government forest reserve and the area was surveyed in 1979, covering an area of about 670 ha. But because there was no funding for compensation to the villages, the area remained as village land with uncontrolled use. Illegal harvesting has taken place, as there are many valuable tree species in the forest such as *Brachylaena hutchinsii* (silver oak, local name Mkarambati) and *Dalbergia melanoxylon* (African blackwood, local name Mpingo). Parts of the area are also heavily used for grazing and regular forest fires have degraded big areas. In late 2001 and beginning of 2002, about 40 ha was encroached for farming land.

After introducing the forest policy of 1998 with the new concept of VFRs, the Ward Development Committees (WDC) of Magoma and Kerenge made a decision in 1999 to establish Mfundia as a VFR. The WDCs made a task force and introduced the idea to the villages surrounding the Mfundia forest, namely Gombero, Kijango, Makangara, Makumba and Mkwajuni. EUCAMP field staff and the divisional forester of the District Council also attended these meetings. In 2000 many of the village leaders were chanced after the election, however, and the process stopped. It continued effectively again in 2001 when technical assistance from EUCAMP was requested.

The five villages surrounding Mfundia decided that each village would own and independently manage the part of the forest falling within its boundaries. Makangara and Mkwajuni villages decided that they would own and manage their forest areas jointly. Mkwajuni used to be a sub-village of Makangara and they still carry out many development activities jointly.

In line with the national policy and the recommendations of the mid-term review of EUCAMP, it was decided that the facilitation of the Mfundia exercise would be handed over to the Korogwe District Council. A short-term consultant was hired for January – March 2002 to establish an action plan on how the VFRs could become self-sufficient under the District Councils, and to strengthen and advice the planning process of the VFRs. The consultant prepared an agreement in collaboration with the District Council and EUCAMP staff on how the work should be conducted during 2002. The agreement was signed in May 2002 and it identified the District Forest Officer (DFO) under the District Natural Resources Office as a coordinator for the exercise. However, the consultant emphasized that close follow-up and technical advice would still be needed from EUCAMP. The consultant's recommendations, including the model for the agreement, are presented in Technical Paper 66 of EUCAMP.

B. Survey of the Forest Boundaries

It was evident that a re-survey would be needed for the forest area, as farming had taken place within the area surveyed in the past. Demarcation of the external boundaries was discussed and agreed upon with the villagers in late 2001 and followed up on regularly. Originally, the villagers promised that the demarcation would be ready by the end of October 2001. The work, however, took a much longer period than planned. Moreover, there was strong objection from one village to

do the work without payment. Between two other villages, there was a serious border conflict as the chairman of Kijango had sold farming plots to immigrants from other parts of Tanzania, and some of these plots were in an area believed to belong to the neighboring Mkwajuni village. Solving all these problems considerably delayed the survey exercise.

The short-term consultant proposed that the Korogwe District Council staff should conduct the survey while the management of EUCAMP strongly felt that an experienced forest surveyor from the FBD should join the District team. This was agreed upon and the contract was made between EUCAMP and the Land Office of Korogwe District Council. Later it became very evident, that without the input of the FBD Surveyor, the exercise would have had even more problems and delays. The survey field work was conducted between mid April and mid June 2002.

In August 2002 it was noticed that there were a lot of mistakes on the draft map prepared by the Korogwe District Council Land Office. For example, some of the internal boundaries between villages and most of the compass bearings were wrongly marked on the map; in the field there were altogether 60 beacons, while the map indicated 88. Moreover, the border conflict between Kijango and Makangara/ Mkwajuni had not been solved and the surveyor had demarcated the internal boundary between these villages with representatives from only Makangara / Mkwajuni. Considerable amount of time and effort from EUCAMP was needed to rectify all these mistakes and solve the problems. The map was delayed for more than half a year. The new area of the village forest reserve was found to be 786.4 ha, and it was divided between the villages as follows: Gombero 287.8 ha, Kijango 119.4 ha, Makangara / Mkwajuni 152.7 ha and Makumba 226.5 ha.

C. Management Planning Process

Meetings to hand over the facilitation of the Mfundia exercise from EUCAMP to the Korogwe District Council were held in January 2002 and the planning team meetings started in mid-February and beginning of March 2002. Community-based forest management guidelines by the FBD, and the more detailed facilitation tool developed by EUCAMP, were used to guide the facilitation. The short-term consultant advised on the planning process until the end of March 2002. The DFO and one or two other people, such as the Divisional Forester, District Game Officer or Ward Executive Officer, were to facilitate the planning team meetings. The DFO, however, had often handed over the facilitation responsibility to some other District Council staff.

According to the signed agreement between EUCAMP and the District Council, the DFO was to allocate two days a week for the Mfundia exercise. In the beginning, the work progressed as planned, but then slowed down considerably. During June – August 2002, there were altogether only seven planning team meetings. By the end of August, after 5 – 8 planning team meetings, the first drafts of the management plan and by-law were typed and distributed to the planning teams. These still lacked the outcome from the participatory forest inventory.

D. Participatory Forest Inventory

As there is potential for harvesting in Mfundia forest, the short-term consultant proposed to conduct a simple participatory forest inventory in order to establish sustainable harvesting schedules and permanent plots for monitoring purpose. Originally, the plan was that the District Council staff would conduct this inventory with some technical assistance from EUCAMP. It became evident, however, that strong input from EUCAMP was necessary. Consequently, the inventory was designed together with staff from EUCAMP and District Council – the inventory field work facilitators consisted of four people from the Korogwe District Council and nine people from EUCAMP. Each village planning team had selected ten people with good knowledge of the forest area and tree species for the inventory.

The inventory was conducted in August 2002. Training of trainees and inventory field work facilitators was conducted for one day in Korogwe. This was followed by the training of the planning teams in each village, also for one day. The objective of the inventory was defined as “to know the value and resources inside the forest, and identify different destructive activities that destroy the forest.” The content of the training included the trainees’ anticipation from the inventory, the objectives of the inventory, inventory techniques and practicing with the measuring instruments. The field work took four days. Originally, the plan was that the field work would take three days and the fourth day would be used for starting the data analysis with the planning teams. The field work progressed slower than this, however, as the villagers were doing this work for the first time and the fourth day was needed to complete the planned measurements.

The planning teams made a participatory mapping of the village forest area, dividing the area into different vegetation areas or units. Then the location of 3 – 4 transects was agreed in such a way that as many different vegetation areas would be surveyed as possible. Preliminary locations of sample plots were also agreed to but finally decided on when measuring transects in the forest. In each village forest area, the inventory team laid out 3 – 4 transects with the width of 10 m and lengths varying from 300 m to 900 m running west – east and against the contours of the hills. In these transects, all living, cut and naturally died trees were identified by species and tallied into three size classes (dbh 2-5 cm, dbh 5-15 cm, dbh > 15 cm). In addition, each team established four permanent sample plots of 50 m x 20 m representing different vegetation types. On these plots, all trees with dbh \geq 5 cm were identified and the dbh was measured. In one corner of these larger plots, a regeneration sample plot of 3 m x 3 m was measured where the seedlings were identified.

After the inventory, data analysis for the purpose of the management plans was then done in the regular planning team meetings. The data was also analyzed in the EUCAMP office. The results showed that in general, the forest in Mfundia was fairly poorly stocked, as the basal area was usually less than 10 m² / ha. Only in Gombero and Makumba were there sample plots with a bigger basal area. The average number of stems / ha was 1,860 for all trees, and 635 / ha for timber and pole size trees (dbh above 5 cm). Most common species was *Combretum exalatum* (Mwekea) having over 30% of all living stems. Other common species included *Marhamia obtusifolia* (Myuyu), *Grewia similis* (Mkole), *Manilkara sulcata* (Msewezi) and *Croton pseudopulchellus* (Mkombechi) for all tree sizes, and *Marhamia obtusifolia* (Myuyu), *Pteleopsis myrtifolia* (Mngoji), *Spirostachys africana* (Msalaka), *Grewia similis* (Mkole) and *Manilkara sulcata* (Msewezi) for timber and pole size trees. On average, about 20% of timber and pole size trees had been cut. Most common size of cut trees was 5 – 15 cm at dbh, which is the size of poles used in local construction.

Most commonly cut species were *Spirostachys africana* (Msalaka), about 15% of all cut trees, followed by *Brachylaena hutchinsii* (Mkarambati), *Pteleopsis myrtifolia* (Mngoji), *Dalbergia melanoxylon* (Mpingo) and *Manilkara sulcata* (Msewezi). As a conclusion from the inventory results, it can be said that the forest in the northern part of Mfundia, located in Kijango and Makangara / Mkwajuni villages, has been very much affected by tree cutting and grazing. In Makangara / Mkwajuni, a big reason for tree cutting has been recent encroachment. In Kijango, fire was also reported to be the reason for degradation. In Gombero and Makumba, the biggest threat to the forest is also fire; large treeless areas can easily be seen when viewing the forest from the road. Regeneration was found to be poor in general. The inventory results also showed that the potential for harvesting preferred species, especially timber-size trees, is fairly low. The inventory design, implementation and results are presented in detail in Technical Paper 60 of EUCAMP.

E. Lessons Learned from the Mfundia Exercise

The idea for the establishment of the Mfundia VFRs came from the Ward Development Committees of Magoma and Kerenge, after EUCAMP staff had introduced the forest policy of 1998. All village chairpersons are members in the Ward Development Committee, but as there were some changes in the village leadership after the election in 2000, the idea did not have full support in all villages. It therefore seemed that in some villages it was strongly felt that the idea had been imposed to them and the motivation and morale for the work in the beginning of the exercise was very low. Clear evidence of this was the claim by the Makumba village government, or rather the village chairman, that the villagers should be paid for the border clearance work. More awareness-raising at the village level would obviously have been needed.

The DFO of Korogwe was certainly an extra resource person in implementing the activities of the EUCAMP work plan and without her input much less would have been achieved. She started very actively implementing the work plan attached to the agreement between EUCAMP and the District Council. The progress, however, slowed down considerably later on. As the Mfundia exercise was not originally included in the District strategic plans, it seemed that it got less priority if there were some other competing activities. This was even more evident with the border survey exercise. The exercise also revealed that if there are some problems in communication and information sharing, assigning the coordination responsibility to somebody else than the head of the District Office conceivably creates unnecessary tension and conflicts.

The contract concerning the border survey was made between EUCAMP and the Land Office of the Korogwe District Council. There was no formal link to the District Natural Resources Office of Korogwe, which on the other hand was responsible for the forest management planning in Mfundia and, therefore, also needed the maps for its exercise. Consequently, the District Natural Resources Office did not feel a mandate to supervise or follow-up the border survey work but, on the contrary, felt that it had been left outside the work. Later on, the situation was improved, and all meetings concerning the problems in the border survey and map production were conducted in cooperation with the District Natural Resources Office.

The District Council Land Office obviously lacked the skills of organizing and mobilizing villagers for participatory exercises, as the field work was delayed due to the poor attendance of the villagers. Also, it should have been very clear that an internal boundary between two villages can not be demarcated with the representatives from the other village only; this was especially emphasized by

EUCAMP facilitators when the first attempt to demarcate the internal boundary had failed. It was also evident that a forest survey is different from farmland surveys and more capacity building was needed for the District technical staff. Reporting by the coordinating District Land Officer was poor (e.g. the unsolved border problem between the two villages was only discovered at the time of the participatory forest inventory in August 2002). This, in addition to the several mistakes on the draft map, unnecessarily hampered the inventory field work.

Appendix 6. Facilitation tools for management plan preparation and by-law formulation

This is a facilitation tool for making a management plan and by-law for a village forest management area of a catchment forest reserve.

DONDOO ZA MPANGO WA UENDESHAJI NA UENDELEZAJI WA MSITU	CONTENT OF A FOREST MANAGEMENT PLAN
<p>1. UTANGULIZI (Mwezeshaji anaandika utangulizi wa msitu wa hifadhi.) Nani wameandika mpango endelevu wa msitu na walichaguliwaje? Muundo wa timu ya kuandaa mpango. (Andika majina yao na yanaweza kuwa kiambatishi.)</p>	<p>INTRODUCTION/BACKGROUND (Background of the catchment forest reserve written by the facilitator). Who have written the management plan and how they were elected/selected? Composition of the planning team? (List of names could be as an annex.)</p>
<p>2. HISTORIA YA MSITU</p>	<p>HISTORY OF THE FOREST</p>
<p>3. ENEO, MIPAKA NA AINA ZA KANDA</p>	<p>FOREST AREA, BORDERS AND ZONES</p>
<p>3.1. Eneo na mipaka Eneo la hifadhi la msitu chini ya kijiji? Mipaka ya msitu? (Vijiji/vitongoji vinavyopakana na msitu; Nukuu ramani ya mipaka kwenye kiambatishi; Urefu wa mpaka kati ya msitu na shamba).</p>	<p>Forest area and borders How big is the village forest management area? Forest borders? (Neighbouring villages/sub-villages; Reference to the official border map, which is as an annex; Length of the forest border between the forest and farmland;)</p>
<p>3.2. Aina za kanda katika Msitu wa hifadhi Kanda ya bioanuwai Kanda za hifadhi ya maji Kanda ya matumizi Kanda ya ukarabati Sehemu za tambiko</p>	<p>Different zones in the forest reserve Biodiversity zone Catchment zones Utilization zone Restoration zone Ritual and spiritual sites</p>
<p>4. MALENGO Lengo kuu Malengo maalum Viashirio/Vipimio</p>	<p>OBJECTIVES Main objective Intermediate objectives Indicators</p>
<p>5. TARATIBU ZA UENDESHAJI WA SHUGHULI ZA MSITU</p>	<p>FOREST MANAGEMENT</p>
<p>5.1 Kamati ya msitu Kamati ifanye kazi gani au majukumu ya kamati ni yapi? (Jibu zuri: Kamati ya msitu ndio mwendeshaji (meneja) wa shughuli zote za msitu.) Uhusiano wa kamati ya msitu na serikali ya kijiji utakuwaje? Kamati ya msitu ichaguliweje? (Inabidi ichaguliwe na mkutano mkuu wa kijiji)</p>	<p>Forest committee Role of the forest committee? (Good answer: The forest committee is the manager and responsible of all activities concerning the forest reserve.) What is the relationship of the forest committee with the village government? How the forest committee is elected? (Should be elected by the village assembly)</p>

Muundo ya kamati ya msitu uweje? (Zingatia uwakilishi wa vitongoji, jinsia, wazee, vijana, wataalam wa mitishamba na watumiaje wengine wa msitu.)

Sifa za wajumbe ziweje? (Kama wanaopenda, wanao fahamu vizuri msitu n.k.)

Kamati itakuwa madarakani kwa muda gani?

Kamati itakutana mara ngapi kwa mwaka?

Kamati itashughulikiaje wajumbe wasiohudhuria vikao?

Je, kamati ya msitu itajulishaje serikali ya kijiji kuhusu mafanikio na matatizo yaliyojitokeza?

Je, mkutano mkuu wa kijiji itajulishaje kuhusu shughuli za msitu?

Kazi ya mwenyekiti, katibu na mtunza fedha ni zipi?

Composition of the forest committee (consider sub-village representatives, gender, elders, youth, herbalist and other major forest users).

Qualifications of members (e.g. interested in, knowledgeable about the forest...)

For how long time the committee is elected?

How often the committee should meet?

How to deal with members who do not attend/contribute the meetings?

How the committee will inform the village government about its progress and problems?

How the village assembly will be informed about the activities concerning the forest?

Specific duties of chairperson, secretary and treasurer?

5.2. Wajibu wa wadau

(a) Wanakijiji

(b) Serikali ya kijiji

(c) Halmashauri ya Wilaya

(d) Serikali kuu

Duties of stakeholders

(a) Villagers

(b) Village government

(c) District Council

(d) Central government

6. SHUGHULI ZA UENDESHAJI

Shughuli zipi zinahitajika kufanya katika maeneo na mipaka ya msitu, nani anahusika na lini?

Shughuli za uhifadhi nje ya eneo la msitu, nani anahusika na lini?

FOREST MANAGEMENT ACTIVITIES

What activities are needed in the forest and at the boundaries? Who is responsible of them? When are they conducted?

What activities are needed outside the forest? Who is responsible of them? When are they conducted?

(Could be presented in a table, see example)

Kwa mfano:

Kazi/Shughuli	Lengo	Wahusika	Muda/kipindi
Doria/Ulinzi	Kuzuia uhalifu	Walinzi, Kamati ya msitu, wanakijiji	Wakati wote
Kulimia mipaka	Kuzuia moto	Wanakijiji, Kamati ya msitu, Idara ya Misitu	Januari - Februari, Septemba - Oktoba
Kupanda miti katika maeneo ya mashambani na makazi	Kuzuia mmomonyoko wa ardhi na kimbunga. Kupata pesa.	Wanakijiji, Kamati ya msitu, wataalam wa misitu	Aprili - Mei
N.k.			

For example:

Activity	Objective	Responsible	Time/period
Patrolling	To prevent illegalities	Guards, forest committee, villagers	Continuous
Border clearing	To prevent fire	Villagers, forest committee, FBD	January - February September - October
Tree planting on farms and homesteads	To prevent soil erosion. To establish windbreaks. To get income.	Villagers, forest committee, forest officers	April - May
Etc.			

7. UKAGUZI NA ULINZI WA MSITU

Walinzi/wakaguzi watachaguliwa namna gani?

Kwa muda gani? Wangapi?

Ukaguzi utafanyika kwa utaratibu gani? Walinzi wangapi watafanya kazi kwa wakati mmoja?

Nani atahusika kupanga kazi ya walinzi? Nani ni mwangalizi wa walinzi? Walinzi watatoa taarifa kwa nani?

Walinzi watapewa motisha gani au zawadi vipi?

Ni nini majukumu ya wenyeviti wa vitongoji katika ulinzi wa msitu? Je, watasimamiwaje?

Ni nini majukumu ya wanakijiji katika ulinzi wa msitu?

Ni nani mwenye mamlaka ya kukamata wahalifu kwa hatua za kisheria?

Wanakijiji watajulishwaje kuhusu matukio ya moto msituni na nani ahusike katika kuzima moto?

8. MATUMIZI YA MSITU

Nani anaruhusiwa kutumia msitu na mazao yake?

8.1. Matumizi yaliyopigwa marufuku

Matumizi gani ni marufuku (kama kupasua mbao; kukata nguzo, mapau, fito na kamba; kuchoma moto; kuchimba madini; kuwinda n.k.)?

8.2. Matumizi yanayohitaji kibali

Kitu gani wachukuwe kwa kibali/ushuru (kwa mfano wageni/watalii)? Nani atoe kibali? Ushuru ni shilingi ngapi? Ushuru ulipwe kwa nani?

FOREST PROTECTION

How the forest guards are elected, for how long, and how many?

How the patrols will be organised (how often, how many forest guards at the time...)?

Who is responsible of organising the patrols?

Who is the “supervisor” of forest guards? To whom the forest guards will be reporting?

How the forest guards are paid or rewarded?

What is the responsibility of sub-village chairmen in forest protection? How they will be supervised?

What is the responsibility of every villager in forest protection?

Who has the authority to catch the offenders and take them for legal actions?

How the villagers should be informed about the forest fire and who should participate in the extinguishing of fire?

UTILIZATION OF FOREST

Who is allowed to use the forest?

Forbidden uses and activities

What uses and activities are forbidden (e.g. timber harvesting; pole collection; forest fires; mining; hunting etc.)?

Uses, which need a permit

Which uses need a permit; who issues the permit?

Which uses have to be paid (e.g. visitors, tourists); how much is the fee; to whom is it paid? (Could be presented in a table, see example)

Kwa mfano:

Mazao/shughuli	Nani atoe kibali?	Ushuru (TSh)	Ulipwe kwa nani?
Kuokota mawe kwa ajili ya ujenzi	Kamati ya msitu na Idara ya Misitu	-	-
Kufuga nyuki	Kamati ya msitu	Kuingia ... TSh kwa mwaka. ... TSh kwa mzinga kwa mwaka.	Mtunza fedha wa Kamati ya Msitu.
Kutembelea msitu	Kamati ya msitu	Watanzania ... TSh Wasio watanzania ... TSh	Mtunza fedha wa Kamati ya Msitu
N.k.			

For example:

Activity	Permit issued by	Fee (TSh)	To be paid to
Collection of stones for house construction	Forest committee and FBD	-	-
Beekeeping	Forest committee	General annual fee ... TSh. Annual fee per each beehive ... TSh.	Treasurer of forest committee
Visiting forest	Forest committee	Citizens ... TSh Non-citizens ... TSh	Treasurer of forest committee
Etc.			

8.3. Matumizi huru ya mazao ya msitu

Kitu gani kichukuliwe bila kibali?

Free use of products

Which uses are allowed without a permit?

9. NAMNA YA KUSHUGHULIKIA MAKOSA

(Mwezeshaji ataandika sentensi ifuatayo na kujadiliwa na timu ya kuandaa mpango.)
Kwa kulingana na sheria ndogo ya msitu, mhalifu yeyote atakayekamatwa atafikishwa katika kamati ya msitu. Suala lake litashughulikiwa katika baraza/serikali ya kijiji au kupelekwa moja kwa moja Mahakamani kama ilivyo elezwa kwenye sheria ndogo ya msitu.

HOW THE ILLEGALITIES ARE DEALT WITH

(The following sentences could be written by the facilitator and discussed with the planning team)
According to the by-law for the forest reserve, any offender who is caught will be taken to the forest committee for questioning. Then the issue is taken either to the village "court"/village government or to the primary court depending on the offence and as defined in the by-law.

10. UTUNZAJI WA KUMBUKUMBU

Kumbukumbu zitakaa wapi?
Kumbukumbu za mikutano – mtunzaji ni nani?
Kitabu za doria - mtunzaji ni nani?
Kitabu za vibali - mtunzaji ni nani?
Kumbukumbu za uhalifu - mtunzaji ni nani?

RECORD-KEEPING

Where are the records kept?
Minute book – who is keeping the records?
Patrol book – who is keeping the records?
Permit book – who is keeping the records?
Offences and fines book – who is keeping the records?
Receipt book – who is issuing receipts?
Income and expenditure book – who is keeping the records?

11. UTUNZAJI WA MAPATO**11.1. Vyanzo vya mapato**

Malipo kutokana na uimarishaji wa mipaka na ukarabati wa msitu
N.k.

11.2. Akaunti ya hifadhi ya msitu

(Mwezesaji ataandika sentensi ifuatayo na kujadiliwa na timu ya kuandaa mpango.)
Kutakuwa na akaunti ya hifadhi ya msitu.
Malipo yote yatafanywa katika akaunti ya hifadhi ya msitu.
Nani atawajibika na utunzaji wa akaunti ya hifadhi ya msitu?
Nani watakao idhinisha fedha kuchukuliwa kutoka kwenye akaunti ya hifadhi ya msitu?

11.3. Matumizi ya mapato

Nani watoe idhini ya matumizi ya mapato?
Fedha zitakazopatikana zitumike kwa shughuli zipi (kwa mfano kwa ulinzi wa msitu, shughuli za maendeleo n.k.) ?

11.4. Utaratibu wa kuuza mazao yaliyokamatwa

(Mwezesaji ataandika sentensi ifuatayo na kujadiliwa na timu ya kuandaa mpango.)
Mali mbalimbali zitakazokamatwa na walinzi ndani ya msitu kama mbao, misumeno, mapanga n.k. zitahifadhiwa katika Mali hizo au vifaa hivyo vikauzwa kwenye ili mnada wa hadhara kupunguza urasimu. Mnada huu utaendeshwa na Kamati ya msitu na Idara ya Misitu. Serikali ya kijiji ipewe asilimia 40 na Serikali kuu asilimia 60 kama ilivyokubalika.

11.5. Ukaguzi wa mapato na matumizi

Nani apewe majukumu ya ukaguzi wa mapato na fedha? Kwa muda/vipindi gani?

12. UFUATILIAJI NA TATHMINI YA SHUGHULI ZA UENDESHAJI MSITU

Viashirio vya malengo ya kuhifadhi zitatumiwa katika upimaji wa mafanikio.
Nani afanye kazi hiyo?
Ufanyike mara ngapi, na lini?
Kipindi cha majaribio kitakuwa cha muda gani?

INCOME MANAGEMENT**Sources of income**

Payment from border maintenance and forest restoration work
Etc.

Forest management account

(The following sentences could be written by the facilitator and discussed with the planning team)
There should be a forest management account.
All payments will be deposited to the forest management account.
Who is responsible of the forest management account?
Who are the signatories of the forest management account?

Use of income

Who will decide on the use of the income?
How the income can be used (e.g. for forest protection, community development purposes...)?

Procedure of selling confiscated products
(The following sentences could be written by the facilitator and discussed with the planning team)
Various products and items (like timber, saws, bush knives etc.) which are caught in the forest by the forest guards will be stored at the These products and items will be auctioned in order to reduce bureaucracy. The forest committee and Forestry Division will conduct the auctioning. The village government will be given 40% of the income and the central government 60% as it was agreed.

Auditing the income and expenditures

Who and how often the accounts are audited?

MONITORING AND EVALUATION OF ACTIVITIES

Indicators listed under "Objectives" are used for monitoring.
Who is responsible of monitoring?
When is the monitoring conducted?
How long is the testing period?

DONDOO ZA SHERIA NDOGO KWA MSITU WA HIFADHI, ENEO LA KIJJI

SEHEMU YA KWANZA

1. UTANGULIZI

(Mwezesaji ataandika utangulizi na kujadiliwa na timu ya kuandaa sheria ndogo.)

Sheria ndogo hii imetungwa kwa lengo la kulinda, kuendeleza na kuweka matumizi endelevu ya rasilimali za msitu wa hifadhi wa eneo la kijiji cha kilichoko Kata ya, Tarafa ya, Wilaya ya na Mkoa wa Tanga.

Sheria ndogo hii imetungwa sambamba na mpango wa uendeshaji wa msitu huo. Aidha imezingatia lengo la kuhifadhi, hali halisi ya msitu na mazingira yake.

2. JINA LA SHERIA NDOGO

(Mwezesaji ataandika jina la sheria ndogo na kujadiliwa na timu ya kuandaa sheria ndogo.)

Sheria ndogo hii itwe sheria ndogo ya kutunza, kulinda na kuhifadhi msitu wa hifadhi eneo la kijiji cha kwa matumizi endelevu, ya mwaka

3. TAFSIRI YA MANENO KATIKA SHERIA NDOGO HII

(Tafsiri ya maneno ndani ya sheria yaelezewe kupunguza maelezo marefu baadaye ndani ya sheria hii.)

4. ENEO NA MIPAKA YA MSITU

(Sura hii imenakiliwa kutoka kwenye mpango.)

5. MWANGALIZI MKUU WA MSITU KATIKA ENEO LA KIJJI CHA

(Mwezesaji ataandika sentensi ifuatayo na kujadiliwa na timu ya kuandaa mpango na sheria ndogo.)

Mwangalizi mkuu wa msitu katika eneo la kijiji cha ni kamati ya msitu ambayo ndio itapanga walenzi wa msitu watakao toka katika vitongoji. Kamati hiyo itafanya kazi zake chini ya kamati ya maliasili (au mazingira?) na itapeleka ripoti zake katika Serikali ya kijiji.

CONTENT OF A BY-LAW FOR VILLAGE FOREST MANAGEMENT AREA

SECTION ONE

INTRODUCTION

(Introduction is written by the facilitator and discussed with the planning team)

This by-law has been made to protect, to develop and to manage sustainably the resources of forest reserve, in the area of village, in Ward, Division, District of Tanga Region.

This by-law has been made in parallel with the management plan of this forest reserve. Both of them consider the objective of protection, the real state of the forest and its environment.

TITLE OF THE BY-LAW

(Title is written by the facilitator and discussed with the planning team)

The name of this by-law is the by-law to manage, protect and conserve the forest reserve in the area of village for sustainable utilization, of year

VOCABULARY OF THIS BY-LAW

(This is written by the facilitator and discussed with the planning team.)

FOREST AREA AND BORDERS

(This chapter is copied from the management plan.)

MAIN SUPERVISOR OF THE FOREST IN THE AREA OF VILLAGE

(The following sentences could be written by the facilitator and discussed with the planning team)

Main supervisor of the forest in the area of village is the forest committee, which will arrange forest guards from the sub-villages. The forest committee works under the natural resources committee (or the environmental committee?) and reports to the village government.

Kamati ya msitu itachaguliwa na mkutano mkuu na itadumu kwa kipindi cha miaka

The forest committee is elected in the village assembly for a period of years.

SEHEMU YA PILI

SECTION TWO

- 6. MATUMIZI YA MAZAO YA MSITU**
(Sura hii imenakiliwa kutoka kwenye mpango.)

UTILIZATION OF FOREST
(This chapter is copied from the management plan.)

- 7. UKAGUZI NA ULINZI WA MSITU**
(Sura hii imenakiliwa kutoka kwenye mpango.)

FOREST PROTECTION
(This chapter is copied from the management plan.)

- 8. ADHABU**
Adhabu gani itolewe kwa wale wanaovuja sheria ndogo hii?
Labda zipo za kimila/kijadi je mnapenda ziendeleo, zibadishwe kuwa kiwango chapesa?
Namna gani mhalifu ashughuliwe au makosa yashughuliwe vipi?
Kiasi gani cha faini au fidia kitumike? Endapo mhalifu ni mwanakamati au kiongozi wa serikali ya kijiji au mjumbe wa serikali ya kijiji aadhibiwe kwa faini mara mbili au?
Adhabu zingine? Kwa mfano, mhalifu apewe kazi maalumu za msaragambo. Mhalifu kama akikataa adhabu afanyweje?

PENALTIES
What type of penalties should be imposed to the offenders?
Maybe there are traditional or customary penalties which could be used?
How the offender should be dealt with?

Wanakamati wakifanya makosa ndani ya msitu wa kijiji wafanyweje?
Walenzi watapewa adhabu ipi endapo watafanya makosa katika kazi?

How much the fine or compensation should be? If the offender is a member of the forest committee or the village government, should the fine be doubled?
Other penalties? E.g. Could the offender be given some technical or communal work to compensate the offence? If the offender refuses, what should be done?
How to deal with members of the committee who abuse their position?
How forest guards are punished if they abuse their position?

- 9. TARATIBU ZA KUSHUGHULUKIA WAHALIFU**
(Matumizi yaliyopigwa marufuku na matumizi yanayohitaji kibali au leseni lakini mhalifu hakuwa na kibali au leseni, yaorodheshwe chini ya kifungu 9.1 au 9.2)

PROCEDURE OF PUNISHMENTS
(All forbidden uses and uses against the rules (e.g. use without a permit, when permit is required) should be listed under 9.1 and 9.2)

- 9.1 Makosa yatakayoshughulikiwa katika ngazi ya kijiji**
(Orodha ya makosa.)

Cases, that are dealt with at the village level
(List of cases.)

(Mwezeshaji ataandika sentensi ifuatayo na kujadiliwa na timu ya kuandaa mpango na sheria ndogo.)
Kama shitaka halikumalizika katika ngazi ya kijiji itapelekwa Mahakamani.

(The following sentence is written by the facilitator and discussed with the planning team.)
If the case can not be solved in the village level, it should be taken to the court.

9.2 Makosa yatakayoshughulikiwa katika ngazi ya Mahakama

(Orodha ya makosa.)

(Mwezeshaji ataandika sentensi ifuatayo na kujadiliwa na timu ya kuandaa mpango na sheria ndogo.)

Kwa matumizi yaliyopigwa marufuku yakitaka kupelekwa Mahakamani, serikali ya kijiji au kamati ya msitu ni lazima iombe ushauri au itoe taarifa kwa Mtendaji wa Kata na afisa misitu.

Aidha sheria ndogo inategemea fidia kurudishwa na Mahakama kijijini. Fidia hiyo itakayolipwa na mhalifu, itahusu gharama za kumkamata mhalifu na kumsafirisha hadi Mahakamani.

10. MAREKEBISHO YA SHERIA NDOGO

(Mwezeshaji ataandika sentensi ifuatayo na kujadiliwa na timu ya kuandaa mpango na sheria ndogo.)

Serikali ya kijiji, kupitia maazimio ya mkutano mkuu inaweza kubadili, kurekebisha au kusahihisha sheria ndogo hii ilikuongeza ufanisi endapo itaonekana haja ya kufanya hivyo. Marekebisho hayo ni lazima yaidhinishwe na Halmashauri ya Wilaya kabla ya kuanza kutumika.

11. TAREHE YA KUANZA KUTUMIKA

(Mwezeshaji ataandika sentensi ifuatayo na kujadiliwa na timu ya kuandaa mpango na sheria ndogo.)

Tarehe ya kuanza kutumika kwa sheria ndogo hii ni baada ya kupitishwa na Halmashauri ya Wilaya ya

SEHEMU YA TATU

12. SAHIHI

Saini za Mwenyekiti wa kijiji, Katibu/Afisa mtendaji wa kijiji, Mwenyekiti wa Halmashauri ya Wilaya husika na Mkurugenzi mtendaji wa Wilaya.

Cases, that are dealt with in the court

(List of cases.)

(The following sentences are written by the facilitator and discussed with the planning team.)

If forbidden actions need to be taken to the court, the village government or the forest committee should take the issue to the Primary Court and consult and report to the Ward Executive Officer and the forest officer.

This by-law expects the court to return the compensation back to the village. This compensation, which is paid by the offender, should cover the costs occurred when taking the offender to the court.

AMENDMENTS

(The following sentences are written by the facilitator and discussed with the planning team.)

Village government, according to the decision of the village assembly, can change, adjust or correct this by-law for improvements, when need arises. All changes have to be approved by the District Council.

DATE OF COMMENCEMENT

(The following sentence is written by the facilitator and discussed with the planning team.)

Date of commencement is the date when the District Council has approved the by-law.

SECTION THREE

SIGNATURES

Signatures of village chairman, village secretary/executive officer, chairman of the district council and District Executive Officer.

Appendix 7. Example of JFM agreement

Appendix 7.1. In Swahili

**MAKUBALIANO YA UENDESHAJI WA PAMOJA WA ENEO LA MSITU LA KIJJI
KATIKA MSITU WA HIFADHI WA MTAI KATI YA IDARA YA MISITU NA NYUKI NA
KIJI CHATARAFI YA MARAMBA, WILAYA YA MUHEZA**

UTANGULIZI

Ofisi ya Hifadhi Misitu Tanga kwa niaba ya Idara ya Misitu na Nyuki, kwa mamlaka iliyopewa ya usimamizi na uendeshaji wa Msitu wa Hifadhi wa Mtai, na kijiji cha kwa pamoja wanakubaliana kuimarisha na kuboresha uendeshaji wa eneo la msitu la kijiji katika msitu wa hifadhi wa Mtai kama linavyoonekana katika kiambatishi “A”, ili kuinua kiwango cha uhifadhi wa Misitu ya Usambara Mashariki. Sambamba na hayo, kutambua mahitaji ya wanakijiji ambayo hayapingani na uhifadhi endelevu wa misitu na bioanuai zake kama ilivyoainishwa katika mpango wa uendeshaji na uendelezaji msitu wa hifadhi wa Mtai (kiambatishi “B”), na sheria ndogo ya kutunza, kulinda na kuhifadhi msitu wa hifadhi wa Mtai (kiambatishi “C”) eneo la kijiji cha

Sehemu ya I: Jina la makubaliano

1. Jina la makubaliano haya litafahamika kama, makubaliano ya uendeshaji wa pamoja wa eneo la msitu la kijiji katika msitu wa hifadhi wa Mtai, kati ya Idara ya Misitu na Nyuki na kijiji cha katika Tarafa ya Maramba, Wilaya ya Muheza.

Sehemu ya II: Madhumuni ya Makubaliano

2. Kuendesha kwa pamoja eneo la msitu la kijiji cha katika msitu wa hifadhi wa Mtai kwa njia ya uhifadhi shirikishi kwa kuzingatia mpango wa uendeshaji na sheria ndogo ya msitu, kama vilivyoandaliwa na kijiji kwa lengo la kuimarisha uhifadhi wa msitu wa hifadhi wa Mtai.
3. Kuelezea, kufafanua na kukubaliana juu ya haki za msingi na majukumu ya kijiji cha na yale ya Idara ya Misitu na Nyuki katika uendeshaji na utumiaji mazao ya misitu; na
4. Kuelezea na kukubaliana juu ya utaratibu wa kufikia na kutoa maamuzi juu ya masuala yanayohusu eneo la msitu la kijiji katika msitu wa hifadhi wa Mtai.

Sehemu ya III: Uwakilishi wa wadau katika makubaliano.

5. Katika makubaliano haya, Idara ya Misitu na Nyuki itawakilishwa na Afisa Hifadhi Misitu Tanga, na Kijiji cha kitawakilishwa na mwenyekiti wa serikali ya kijiji.

Sehemu ya IV: Maelezo ya haki za kijiji na wanakijiji.

Katika makubaliano haya, kijiji cha kina haki zifuatazo katika eneo la msitu la kijiji katika msitu wa hifadhi wa Mtai:

6. Kijiji kinatambulika kuwa ni miongoni mwa wadau wanaopakana na msitu wa hifadhi wa Mtai na kina haki ya kushiriki katika uendeshaji wa shughuli za msitu wa hifadhi wa Mtai;
7. Kijiji kina haki ya kuwasilisha hoja au pendekezo lolote kuhusu shughuli zinazohusiana na msitu wa hifadhi wa Mtai kwa Mkurugenzi wa Misitu na Nyuki wakati wowote ule;
8. Wanakijiji wa kijiji cha wana haki zote za kunufaika kutokana na hifadhi ya msitu wa hifadhi wa Mtai kulingana na sera, sheria za misitu na taratibu za hifadhi zilizowekwa katika sheria ndogo za misitu za kijiji na mpango wa uendeshaji wa eneo la kijiji; na
9. Kijiji kitakuwa na haki ya kupata kiasi cha asilimia 40% ya mapato yatokanayo na mazao haramu ya msitu yaliyokamatwa na kutaifishwa na endapo kutakuwa na uvunaji halali toka eneo la kijiji katika msitu wa hifadhi wa Mtai.

Sehemu ya V: Majukumu na wajibu wa Serikali ya kijiji na wanakijiji

Serikali ya Kijiji cha inawajibika katika kutunza na kuendeleza eneo la msitu la kijiji katika msitu wa hifadhi wa Mtai kama ifuatavyo:

10. Kuhakikisha kuwa mpango wa uendeshaji wa eneo la msitu la kijiji unapangwa na wanakijiji wenyewe na kupitishwa na mkutano mkuu wa kijiji kwa utekelezaji.
11. Kutunga na kutumia sheria ndogo ya msitu katika eneo la msitu la kijiji katika msitu wa hifadhi wa Mtai.
12. Kuhakikisha kwamba taratibu zote za uendeshaji wa msitu wa hifadhi wa Mtai zinafahamika na kufuatwa na kila mwanakijiji kulingana na mpango wa uendeshaji na sheria ndogo ya msitu katika eneo la msitu la kijiji;
13. Kuanzisha kamati ya msitu ya kijiji ili kusimamia na kuratibu maswala ya hifadhi katika eneo la msitu la kijiji katika Msitu wa hifadhi wa Mtai; na
14. Kufanya marekebisho ya mpango wa uendeshaji wa msitu na sheria ndogo ya msitu pale inapobidi.
15. Kushirikiana na vijiji vinavyozunguka msitu wa hifadhi Mtai ili kuunda kamati ya kuratibu shughuli za uendeshaji wa msitu wa hifadhi

Sehemu ya VI: Haki za Idara ya Misitu na Nyuki.

16. Msitu wa Hifadhi wa Mtai utaendelea kuwa chini ya miliki ya Serikali Kuu chini ya Idara ya Misitu na Nyuki.
17. Mkurugenzi wa Misitu na Nyuki – Tanzania, ana madaraka na maamuzi ya mwisho juu ya uendeshaji wa msitu wa hifadhi Mtai, endapo serikali ya kijiji ikishindwa kutekeleza au kusuluhisha mgogoro kwa ngazi iliyowekwa (kama ilivyoonyeshwa sehemu VIII) kwa kufuata

makubaliano haya.

18. Serikali itapata kiasi cha asilimia 60% ya mapato yatokanayo na mazao haramu ya msitu yaliyokamatwa na kutaifishwa na endapo kutakuwa na uvunaji halali toka eneo la uendeshaji la msitu la kijiji katika msitu wa hifadhi wa Mtai.

Sehemu ya VII: Majukumu na wajibu wa Idara ya Misitu na Nyuki

19. Idara ya Misitu na Nyuki, kwa kupitia Ofisi ya Hifadhi Misitu Tanga, itakuwa ni msimamizi mkuu wa Sera ya Taifa ya Misitu, Sheria ya Misitu na Programu ya Taifa ya Misitu, na itakuwa ni mwezeshaji mkuu wa mpango wa uendeshaji wa eneo la msitu eneo la kijiji.

Katika makubaliano haya, Idara ya Misitu na Nyuki itakuwa na majukumu yafuatayo:

20. Itashirikiana na serikali ya kijiji pamoja na kamati yake ya msitu katika kutekeleza shughuli zote za mpango wa uendeshaji eneo la msitu la kijiji katika msitu wa hifadhi wa Mtai;
21. Itajulisha na kuomba ushauri kutoka katika serikali ya kijiji kuhusu suala lolote linalohusu hifadhi hiyo ambalo kwa njia moja au nyingine litaathiri au kuhusisha kijiji hiki;
22. Kulipia gharama za kusafisha mipaka na kupanda miti ya mpaka wa nje na maeneo yaliyowazi ndani ya msitu katika eneo la msitu la kijiji, katika msitu wa hifadhi wa Mtai; na
23. Kutoa ushauri wa kitaalamu kuhusu hifadhi ya misitu na uzuiaji wa mioto msituni, elimu ya miti mashambani na njia mbadala katika kupunguza kasi ya utegemezi wa mazao ya misitu na kuwezesha uanzishwaji wa kamati ya uratibu wa shughuli za msitu wa mtai.

Sehemu ya VIII: Mamlaka na taratibu za kutatua migogoro

24. Mgogoro wa aina yoyote wa uendeshaji ndani ya msitu wa hifadhi wa Mtai utasuluhishwa na Baraza la Usuluhishi la Kata.
25. Kama suluhu haikupatikana mgogoro huo utapelekwa katika Ofisi ya Mkurugenzi Mtendaji wa Wilaya kwa hatua zaidi.
26. Kama suluhu haikupatikana, Idara ya Misitu na Nyuki inaweza kusitisha haki za kijiji zitokanazo na hifadhi hii kwa muda, au moja kwa moja kwa taarifa ya miezi mitatu iwapo itabainika kuna ukiukwaji wa taratibu unaofanywa na kijiji, na kwamba uwezekano wa kurekebisha kasoro hizo haupo.
27. Serikali ya kijiji inaweza kusitisha utekelezaji wa mpango huu wa uendeshaji wa pamoja kwa taarifa ya miezi mitatu, endapo itabainika kwamba utekelezaji wa makubaliano haya umekiukwa, na kwamba hakuna suluhu inayoweza kupatikana.

Sehemu ya IX: Marekebisho ya makubaliano

28. Itakapobidi kufanya marekebisho yoyote ya makubaliano haya, pande zote mbili lazima

zitaarifiwe na zikubaliane kwanza kabla ya marekebisho hayo kufanyika.

29. Marekebisho yoyote yatakayofanywa kuhusiana na makubaliano haya ni lazima yaambatanishwe kama sehemu ya makubaliano haya.

Sehemu ya X: Kuanza kutumika na muda wa makubaliano

30. Makubaliano haya yataanza kutumika rasmi tarehe yatakaposainiwa na pande zote mbili.

31. Makubaliano haya yana nakala mbili zinazofanana, moja kwa kila upande.

Makubaliano haya yamesainiwa leo tarehe _____ mwezi wa _____ 2002

kati ya **Idara ya Misitu na Nyuki** na kijiji cha _____

1. KWA NIABA YA KIJJI:

Jina _____ Sahihi _____

Cheo _____

Mbele ya shahidi:

Jina _____ Sahihi _____

Cheo _____

2. KWA NIABA YA IDARA YA MISITU NA NYUKI TANZANIA BARA:

Jina _____ Sahihi _____

Cheo _____

Mbele ya shahidi:

Jina _____ Sahihi _____

Cheo _____

Nakala kwa taarifa:

Mkuu wa Wilaya, Muheza
Mkurugenzi Mtendaji (W), Muheza
Katibu Tarafa, Maramba
Afisa Mtendaji Kata, Maramba/ Mhinduro/ Kigongoi

Kiambatishi A

Ramani inayoonyesha mipaka ya Msitu wa Hifadhi wa Mtai na vijiji vinavyozunguka msitu wa hifadhi wa Mtai na vilevile eneo la matumizi ya mazao ya misitu kwa ajili ya wanakijiji ndani ya msitu wa hifadhi wa Mtai.

Appendix 7.2. In English

MANAGEMENT AGREEMENT FOR THE VILLAGE FOREST MANAGEMENT AREA IN MTAI FOREST RESERVE BETWEEN THE FORESTRY AND BEEKEEPING DIVISION AND VILLAGE, OF MARAMBA DIVISION, MUHEZA DISTRICT

INTRODUCTION

On behalf of the Forestry and Beekeeping Division the Tanga Catchment Forest Office, which is having the mandate for the supervision and management of the Mtai forest reserve, and village unanimously agree to strengthen and improve the management of the village forest management area in Mtai forest reserve as shown in annex A, as well as to raise the level of conservation of the forests of the East Usambaras. At the same time the needs of the villagers are recognised in such a way that does not contradict sustainable forest management and conservation of its biodiversity as it is specified in the management plan for the village forest management area (annex B) and the by-law for managing, protecting and conserving Mtai forest reserve in the area of village (annex C).

Part I: Name of the agreement

1. The name of this agreement is joint management agreement for the village forest management area in Mtai forest reserve between the Forestry and Beekeeping Division and village, of Maramba Division, Muheza District.

Part II: Purpose of the agreement

2. To implement joint forest management in the village forest management area of village in Mtai forest reserve according to the management plan and by-law which have been made by the village with the objective to strengthen the conservation of Mtai forest reserve.
3. To define, clarify and mutually agree on the basic rights and responsibilities of village and those of the Forestry and Beekeeping Division concerning the management and utilization of forest products; and
4. To define and mutually agree on the procedures for proposing and making decisions on matters concerning the village forest management area in the Mtai forest reserve reserve.

Part III: Representation of stakeholders concerning the agreement

5. For this agreement, the Forestry and Beekeeping Division is represented by the Catchment Forest Officer Tanga and village is represented by the chairman of the village government.

Part IV: Defining the rights of the village and the villagers

According to this agreement village has the following rights in the village forest management area in Mtai forest reserve:

6. The village is recognised to be among the stakeholders bordering the Mtai forest reserve and it has the right to participate in the management activities of the Mtai forest reserve;
7. The village has the right to present any concern or recommendation concerning the activities of the Mtai forest reserve to the Director of Forestry and Beekeeping;
8. The villagers of village are entitled to benefit from this reserve according to the existing forest policy, forest act and the existing management procedures as defined in the management plan and by-law for the village forest management area; and
9. The village has the right to get 40% of the revenues from illegally harvested and confiscated products, and if there will be any legally harvested products in the village forest management area in Mtai forest reserve.

Part V: Duties and responsibilities of the village government and the villagers

The village government of village has the following responsibilities to conserve and develop the village forest management area in Mtai forest reserve:

10. To ensure that there is a forest management plan made by the villagers and approved in a village assembly and implemented;
11. To formulate and use by-law for forest conservation and development in the village forest management area in Mtai forest reserve;
12. To ensure that all forest management procedures of Mtai forest reserve according to the forest management plan and by-law for the village forest management area are known and followed by every villager;
13. To inaugurate a forest committee of the village in order to supervise and coordinate issues concerning protection in the village forest management area in Mtai forest reserve; and
14. To make adjustments in the forest management plan and by-law when needed.
15. To cooperate with villages bordering Mtai forest reserve in order to establish a coordinating committee for the management of the forest reserve.

Part VI: Rights of the Forestry and Beekeeping Division

16. Mtai forest reserve will continue to be under the authority of the Central Government under the Forestry and Beekeeping Division.

17. Director of Forestry and Beekeeping of Tanzania has the final responsibility and decision concerning Mtai forest reserve, if the village government fails to implement this agreement or if conflicts can not be solved as indicated in part VIII.
18. The Government will get 60% of the revenues from illegally harvested and confiscated products, and if there will be any legally harvested products in the village forest management area in Mtai forest reserve.

Part VII: Duties and responsibilities of the Forestry and Beekeeping Division

19. Forestry and Beekeeping Division represented by the Tanga Catchment Forest Office is the main supervisor for the forest policy, forest laws and the National Forest Programme, and the main facilitator of the management plan for the village forest management area.

According to this agreement the Forestry and Beekeeping Division has the following duties:

20. To cooperate with the village government and its forest committee in the implementation of all management activities of Mtai forest reserve in the village forest management area;
21. To inform and request advice from the village government concerning any matters related to this reserve which in one way or another will affect or involve this village;
22. To pay costs of border maintenance and border planting and enrichment planting of Mtai forest reserve in the village forest management area; and
23. To give technical advice on forest conservation and fire prevention, farm forestry and different measures in order to reduce the dependency on the forest products, and how to establish a coordinating committee for activities in Mtai forest.

Part VIII: Powers and procedures of resolving conflicts

24. Any type of conflict concerning the forest management of Mtai forest reserve is to be reconciled by the ward conciliation board.
25. If no solution is reached the matter must be brought forward to the District Executive Director's Office for further action.
26. If no solution is reached, Forestry and Beekeeping Division can suspend the rights of village temporarily or permanently after giving a notice three months in advance if there is clear evidence of infraction of regulations by the village and there are no possibilities to rectify.
27. Village government can suspend implementation of this joint management plan after giving a notice three months in advance in case it is evident that the implementation of this agreement has been infringed and it is not possible to get solution.

Part IX: Adjustments to the agreement

28. If any adjustments to this agreement are necessary both parties must first be informed and they should agree on these adjustments before they will be made.

29. Any adjustments concerning this agreement must be attached as an appendix to this agreement.

Part X: Date of commencement and duration of the agreement

30. This agreement will be effective from the day of signing by the both parties.

31. This agreement is made in duplicate, a copy for each party.

This agreement has been signed today on _____ (day) of _____ (month) 2002 between the Forestry and Beekeeping Division and _____ village.

1. ON BEHALF OF _____ VILLAGE

Name _____ Signature _____

Position _____

In the presence of:

Name _____ Signature _____

Position _____

2. ON BEHALF OF FORESTRY AND BEEKEEPING DIVISION OF TANZANIA

Name _____ Signature _____

Position _____

In the presence of:

Name _____ Signature _____

Position _____

Copy for information to:
 District Commissioner, Muheza,
 District Executive Director, Muheza
 Divisional Secretary, Maramba
 Ward Executive officer, Maramba/Mhinduro/Kigongoi

Annex A

Map showing the boundaries of the Mtai forest reserve and villages surrounding the Mtai forest reserve as well as the area for the villagers' use of forest products within the Mtai forest reserve

Appendix 8. Example of JFM management plan and by-law

Appendix 8.1. In Swahili

MPANGO WA UENDESHAJI NA UENDELEZAJI MSITU WA HIFADHI MTAI ENEO LA KIJIKI CHA MATEMBONI

1. UTANGULIZI

Msitu wa hifadhi Mtai ulihifadhiwa mwaka 1913, msitu huu ulihifadhiwa kutokana na umuhimu wake kwa Taifa. Msitu huu wenye hekta 3107 umeingia katika uhifadhi shirikishi kulingana na sera mpya ya misitu ya mwaka 1998. Msitu wa Hifadhi wa Mtai unazungukwa na vijiji vinane, ambavyo ni: Matemboni, Muzi-Kafishe, Maramba A, Maramba B, Hemsambia, Vuga, Kidundi na Kwekuyu.

Ili kutoa nafasi, kubwa kwa washikadau wote, kijiji cha Matemboni kilishiriki katika kubainisha mipaka ya ndani kati ya kijiji na kijiji, na nje ya msitu kwa lengo la kuongeza uwajibikaji na utekelezaji wa mpango wa uendeshaji.

Aidha kijiji cha Matemboni kama ilivyo kwa vijiji vingine, kiliandaa mpango mahususi kwa lengo kuhifadhi, kuendeleza na kutumia mazao mbalimbali yaliyoruhusiwa na sheria ndogo waliyojitungia wenyewe.

Timu ya watu 17 (wanawake 5, wanaume 12) walichaguliwa na Serikali ya kijiji kwa lengo la kuandaa mpango. Wajumbe hao walipatikana kutokana na vigezo mbali mbali vilivyokubaliwa na wote. Uwakilishi wa mjumbe mmoja wa Serikali ya kijiji na wajumbe wanne (Mwenyekiti wa kitongoji, mwanaume mmoja, mwanamke mmoja na ulinzi/askari mmoja) kwa kila kitongoji kati ya vitongoji vinne vya kijiji hiki ambavyo ni Shule, Matumbili, Tewe na Majengo.

Rasimu ya mpango huu uliwasilishwa kwa Serikali ya kijiji ambayo nayo ina wajibu wa kuiwasilisha kwenye mkutano mkuu wa kijiji kwa uthibitisho kabla ya kuanza kutumika.

2. HISTORIA YA MSITU WA MTAI

Msitu wa hifadhi wa Mtai ulikuwa unalindwa kwa sheria iliyotungwa tangu enzi ya kikoloni, ambayo haikutoa nafasi kwa jamii kutumia/kufaidi mazao ya msitu huo. Pamoja na sheria hizo msitu huu uliendelea kupoteza ubora wake siku hadi siku kwa sababu uhalifu uliokuwa unafanywa na jamii haikuwa na nafasi ya kukemea uhalifu huo.

Kutokana na sera ya Misitu ya mwaka 1998, jamii imeanza kushirikishwa katika kulinda na kuendeleza msitu huu wenye mimea na wanyama adimu duniani.

Tathimini shirikishi ilitumika kwa washikadau wote wanaozunguka msitu huu, ambao walitoa mbinu sahihi za kuendeleza msitu huu na mbinu hizo kutumika katika kuandaa mpango huu.

3. ENEO, MIPAKA NA AINA ZA KANDA

3.1. Eneo na mipaka

Eneo la hifadhi la msitu chini ya kijiji cha Matemboni ni hekta 586.

Mipaka yake imegawanywa kwa kuzingatia mipaka ya kiutawala ya vijiji (kati ya kijiji na kijiji) na hali halisi ya msitu, lengo lake likiwa ni kurahisisha uangalizi, usimamizi na uendeshaji mzuri eneo husika.

Mipaka ya msitu wa Hifadhi wa Mtai kwa eneo la kijiji cha Matemboni

- Kwa upande wa Mashariki na Kaskazini eneo linapakana na eneo la msitu la kijiji cha Maramba 'B'
- Kwa upande wa Magharibi linapakana na kijiji cha Muzi–Kafishe
- Kwa upande wa Kusini limepakana na vitongoji vya Majengo na Tewe katika kijiji cha Matemboni.

Urefu wa mpaka wa msitu kwa nje ni kilomita 5.

3.2. Aina za kanda katika msitu wa Hifadhi wa Mtai – eneo la Matemboni

Eneo la msitu wa Mtai limegawanywa katika kanda nne kuu. Mgawanyo huo umefanywa kulingana na umuhimu au ubora wake katika msitu kwa kuzingatia matokeo ya utafiti uliokwishafanyika.

i. Kanda ya bioanuwai

Kanda hii inahusu sehemu iliyotengwa kwa ajili ya utunzaji wa mimea, wadudu, ndege na wanyama. Ili kutoa nafasi kwa uoto wa asili, itakuwa ni marufuku shughuli yeyote itakayodhuru viumbe hivi kufanyika katika kanda hii. Kanda hii imetengwa kwa kuzingatia ripoti ya utafiti ya bioanuai iliyofanyika mwaka 1997.

ii. Kanda za hifadhi ya maji

Kanda hizi zinahusu maeneo yenye vyanzo vya maji kama vile chemichemi, mito, vijito na ardhioevu. Hizi kanda kwa kiasi fulani ziliathirika kwa ukataji wa miti kwa matumizi mbalimbali. Hivyo ili kurekebisha hali hii na kurejesha ile hali ya awali, na pia kuhakikisha chemichemi na mito vinahifadhiwa na kuruhusu uoto wa asili, ni marufuku kufanya shughuli yoyote ile katika maeneo hayo. Maeneo haya ya mito na chemichemi katika ukanda wa matumizi yatahifadhiwa kulingana na sheria ya misitu, yaani eneo la mita 50 kwa pande zote mbili za mito, eneo la mita 30 kwa pande zote mbili za vijito na mita 20 kwa kila upande maeneo ya chemichemi na ardhioevu. Mito katika Hifadhi ya Mtai eneo la Matemboni ni Msaza, Tewe na Golan.

iii. Kanda ya matumizi

Kanda hii inahusu utunzaji wa misitu kwa ajili ya matumizi mbalimbali. Katika kanda hii ndipo kuni, madawa n.k. yatachukuliwa lakini kwa utaratibu maalum utakaozingatia matumizi endelevu kama ilivyo bainishwa katika mpango huu na sheria ndogo (Sheria ndogo za kutunza, kulinda na kuhifadhi msitu wa hifadhi Mtai eneo la kijiji cha Matemboni kwa matumizi endelevu, za mwaka 2002) na utasimamiwa na kamati ya msitu ya kijiji. Ili kuongeza kipato cha wananchi, ufugaji wa nyuki utatiliwa mkazo katika kanda hii.

iv. Sehemu za tambiko

Sehemu hizi zitatengwa kwa ajili ya kufanyia matambiko tu. Watumiaji wanatahadharishwa kuwa makini katika kutumia moto wakati wa shughuli za matambiko. Eneo la Majengo na Tewe linatumika na Wakilindi. Vikundi vingine ambavyo havijabainishwa vitajadiliwa na kamati ya msitu kabla ya kuruhusiwa kufanya tambiko ndani ya msitu.

4. MALENGO YA KUHIFADHI MSITU WA MTAI – ENEO LA MATEMBONI

Tangu zamani msitu wa Mtai ulionekana kuwa ni wa muhimu kutokana na viumbe vilivyomo na vyanzo vingi vya maji vinavyoanzia humo. Kutokana na uharibifu uliokwisha fanyika, hali ya msitu huo imebadilika sana na inahatarisha maisha ya viumbe na chemichemi zilizosalia. Kwa hiyo basi, nia ni kurejesha ile hali yake ya awali. Ili kufanikisha azma ya hifadhi na matumizi endelevu, malengo yatakuwa kama ilivyo katika jedwali lifuatalo:

Jedwali Na. 1 Malengo ya Msitu wa hifadhi Mtai

LENGO KUU	MALENGO MAALUM	VIASHIRIO
Kuhifadhi rasilimali za msitu wa Mtai ili kuhifadhi ardhi na viumbe vilivyomo kwa matumizi endelevu kwa sasa na vizazi vijavyo.	Kutunza na kulinda msitu na viumbe wengine.	<ul style="list-style-type: none"> - Kupungua kwa matukio ya matumizi mabaya ya msitu. - Kupungua kwa matukio ya moto.
	Kushirikisha/kuelimisha wananchi Kijijini.	<ul style="list-style-type: none"> - Kuongezeka kwa matumizi mibadala ya mazao ya misitu. - Kuongezeka watu wanaokuza na kupanda miti.
	Kuimarisha vyanzo vya maji.	- Kudumu kwa maji katika vyanzo na vijito vya Tewe, Golan na Msaza.
	Kuzuia mmomonyoko wa udongo.	<ul style="list-style-type: none"> - Ongezeko la watu wanaolima kwa kutumia makingamaji. - Ongezeko la maeneo ya mashamba yaliyo na makingamaji.

5. TARATIBU ZA UENDESHAJI WA SHUGHULI ZA MSITU

Kwa mujibu wa mpango huu, msimamizi Mkuu wa mpango itakuwa ni Kamati ya Msitu wa Mtai. Kamati hii itachaguliwa na mkutano mkuu wa kijiji kwa kuzingatia uwakilishi wa vitongoji vyote. Uchaguzi huu pia utazingatia jinsia. Kamati itawajibika kwa kutoa taarifa zao za kila mwezi kwa Serikali ya kijiji pamoja na ofisi ya hifadhi misitu. Kamati hii pia itakuwa na jukumu la kuchagua walinzi wa msitu na kupanga taratibu za doria. Muda wa kamati kuwa madarakani ni miaka mitatu na baada ya hapo kamati itavunjwa na kuundwa nyingine.

Sifa za mjumbe wa kamati ya msitu ni lazima awe mtu anayejituma, asiye na ubinafsi, anayejali maslahi ya Kijiji na Taifa kwa ujumla.

Katika kuchagua Kamati, vigezo vifuatavyo viliwekwa ili kuboresha utendaji wa kazi na majukumu. Kila kitongoji kihusishwe kwa kutoa wajumbe watano (pamoja na Mwenyekiti wake wa kitongoji, wengine watatu mmoja awe mwanaume na mwingine mwanamke na mjumbe wa tatu na wa nne ni askari). Jumla wajumbe wa Kamati ya msitu ni 20.

5.1. Madaraka na majukumu ya viongozi wa Kamati ya msitu

5.1.1. Mwenyekiti

Kamati itakuwa na Mwenyekiti ambaye ataongoza vikao vyote vya Kamati pamoja na kuhakikisha kuwa shughuli za msitu zinatekelezwa kama ilivyopangwa.

5.1.2. Katibu

Kazi ya Katibu itakuwa ni kuratibu shughuli zote za msitu chini ya Mwenyekiti wa msitu. Atakuwa ndiye mtendaji mkuu wa masuala yanayohusu msitu. Shughuli nyingine zitakuwa ni kuandaa vikao vinavyohusu msitu, pamoja na kutunza kumbukumbu zote zinazohusu msitu wa Mtai eneo la kijiji cha Matemboni.

5.1.3. Mtunza fedha

Kamati itatumia Mtunza fedha wa Kijiji katika shughuli zake. Atasimamia kupokea mapato na matumizi ya fedha za msitu na kutunza kumbukumbu zote za fedha. Atawajibika kutoa vitabu vya fedha kwa wakaguzi wa ndani na wa nje vitakapohitajika. Aidha anatakiwa kutoa kila mwezi taarifa za mapato na matumizi ya fedha kwa mwenyekiti wa kamati.

5.1.4. Walinzi wa msitu

Kutakuwepo na walinzi wa msitu ambao watashughulikia masuala ya doria, usimamiaji na utekelezaji wa sheria ndogo za msitu. Walinzi hawa watachaguliwa kama ilivyoainishwa hapo awali. Mbali na kuendesha shughuli za doria, walinzi watawajibika kupeleka taarifa zao za utendaji kwa Mwenyekiti/Katibu wa Kamati ya Msitu, ambaye naye atazifanyia kazi au kuzipeleka kwa Serikali ya Kijiji.

5.2. Vikao vya Kamati

Kamati itafanya vikao vyake vya kawaida kila baada ya miezi miwili, isipokuwa endapo kuna dharura kikao kinaweza kikafanyika wakati wowote kulingana na dharura yenyewe. Endapo mjumbe atakosa kuhudhuria vikao vitatu mfululizo bila taarifa atakuwa amejivua ujumbe wa Kamati na nafasi yake itajazwa kwa kuzingatia taratibu za kawaida za uchaguzi katika kijiji.

5.3. Wajibu wa wadau

5.3.1. Wanakijiji

- Kulinda msitu
- Kuzima moto
- Kutekeleza shughuli za uendeshaji na uendelezaji wa msitu

5.3.2. Serikali ya kijiji

- Kusimamia mapato na matumizi ya msitu
- Kuitisha mikutano
- Kuelimisha wanakijiji
- Kutunga na kusimamia sheria ndogo

5.3.3. Halmashauri ya wilaya

- Kupitisha sheria ndogo za vijiji
- Kuboresha huduma za jamii vijijini

5.3.4. Serikali kuu

- Kulipia gharama za uimarishaji wa mipaka (kama upandaji wa miti na usafishaji wa mipaka)
- Kulipia gharama za ukarabati wa msitu (kama upandaji wa miti katika maeneo yaliyowazi ndani ya msitu)
- Kutoa utalam wa kuelimisha wanakijiji kwa ajili ya kuendesha msitu (kama vile uandaaji wa vitalu na kupanda miti)

6. SHUGHULI ZA UENDESHAJI

Ili kufikia malengo ya kuhifadhi msitu wa Mtai, kutakuwa na shughuli zitakazokuwa zikifanywa na wananchi ili kuendeleza na kulinda msitu huu kwa faida ya wote. Shughuli zitakazofanyika ni kama zifuatazo:

Jedwali Na. 2 Shughuli za Uendeshaji

NA	SHUGHULI	LENGO	WAHUSIKA	MUDA/KIPINDI
1	Ulinzi/Doria	Kuzuia uhalifu	Wananchi, walinzi	Wakati wote
2	Kulimia mipaka	Kuzuia moto	Wananchi, Idara ya misitu	Mara mbili kwa mwaka Januari - Februari, Agosti - Septemba
3	Kupanda miti sehemu zilizo athirika	Kurudisha uoto wa asili kwa sehemu zilizoathirika	Kamati ya msitu wataalamu, na wanakijiji.	Mara mbili kwa mwaka Aprili - Mei, Oktoba - Novemba
4	Kuweka vitalu	Kupata miche	Wanakijiji, Idara ya misitu	Juni, Julai na Agosti
5	Kutunza vyanzo vya maji na chemichemi	Kuzuia ukame na uhaba wa maji	Kamati ya msitu wanakijiji na serikali ya kijiji	Wakati wote
6	Kutambua maeneo ya tambiko	Kulinda mila na desturi/ utamaduni	Wanakijiji na kamati ya msitu.	Wakati ulioruhusiwa

NA	SHUGHULI	LENGO	WAHUSIKA	MUDA/KIPINDI
7	Kuelimisha na kuhamasisha wanakijiji	Kupunguza uhalifu. Kuongeza elimu ya miti na viumbe adimu	Kamati ya msitu wataalamu Serikali ya kijiji	Wakati unaojulikana
8	Kutambua eneo la kijiji	Kudhibiti eneo husika	Wanakijiji	Wakati wote
9	Kufungua akaunti na kukusanya mapato ya kamati	Kupata fedha za kuendeshea shughuli za msitu	Kamati ya msitu	Wakati wote
10	Kujenga ofisi ya msitu	Kupata ofisi ya kufanyia kazi	Kamati ya msitu, wananchi, Serikali ya kijiji na wataalam	Wakati utakaopangwa

7. UKAGUZI NA ULINZI WA MSITU WA MTAI

- i. Itakuwa ni jukumu la kamati ya msitu kuhakikisha inateua walinzi wa kufanya doria katika msitu wa Mtai eneo la kijiji ili kudhibiti uharibifu wa msitu. Ulinzi huu utafanywa kwa zamu kadri itakavyopangwa.
- ii. Mwenyekiti wa kitongoji anawajibu wa kuhakikisha kuwa maeneo yote ya msitu katika kitongoji chake yanatunzwa kama ilivyo katika sheria ndogo ya msitu.
- iii. Itakuwa ni jukumu la kamati ya msitu kuhakikisha kuwa vitongoji vinadhiti uharibifu wa msitu. Kamati hii pia inayo mamlaka ya kumkamata mhalifu na kumfikisha katika baraza la kijiji.
- iv. Kila mwanakijiji wa kijiji cha Matemboni atawajibika kuhakikisha kuwa uharibifu haufanyiki katika msitu wa Mtai kwa kutoa taarifa kwa Mwenyekiti wa Kitongoji au Katibu wa kijiji cha Matemboni au katika kamati ya msitu.
- v. Ishara ya gunda itatumika kuwajulisha wanakijiji wa Matemboni kuhusu tukio la moto msituni na ni jukumu la kila mwanakijiji kushiriki katika kuzima moto.
- vi. Kiongozi yeyote wa serikali ya kijiji cha Matemboni anayo mamlaka ya kumkamata mtu yeyote anayefanya kosa kinyume cha Sheria ya kijiji na kumfikisha katika baraza la kijiji kwa hatua za kisheria.

8. MASHARTI NA TARATIBU ZA KUHFADHI MSITU WA MTAI - ENEO LA MATEMBONI

Masharti na taratibu za kuhifadhi msitu wa Mtai, ikiwa ni pamoja na matumizi yake, yatakuwa kama yalivyofafanuliwa katika mpango huu, pamoja na sheria ndogo ya msitu.

8.1. Matumizi yaliyopigwa marufuku katika msitu wa hifadhi

Mtu yeyote atakayefanya matendo yafuatayo katika msitu wa hifadhi Mtai atakuwa amevunja sheria ndogo ya msitu:

- i. Kuchoma mkaa na kukata kuni mbichi.
- ii. Kuharibu sehemu za kufanyia tambiko na vyanzo vya maji.

- iii. Kulima ndani ya msitu.
- iv. Kurina asali mwitu.
- v. Kuwinda wanyama, kuvua samaki.
- vi. Kuchimba madini na kuzoa mchanga.
- vii. Kufyeka msitu kwa madhumuni ya makazi au shamba.
- viii. Kuchunga mifugo, kukata nyasi kwa ajili ya mifugo na kuezeka nyumba.
- ix. Kuwasha au kuchoma moto msitu
- x. Kufungua njia/barabara mpya ndani ya msitu.
- xi. Kupasua mbao
- xii. Kukata nguzo, mapau, fito na kamba za kuchubua miti
- xiii. Kukusanya mazao ya msitu kwa biashara

8.2. Matumizi yanayohitaji kibali

Matumizi yafuatayo yatafanyika pale tu kibali imetolewa kulingana na mpango wa msitu wa hifadhi Mtai:

- i. Kukata kamba za kutambaa kwa ajili ya ujenzi (kibali toka kamati ya msitu)
- ii. Kuokota mawe (kibali toka Kamati ya msitu na Idara ya Misitu)
- iii. Kuchimba mifereji ya maji/bomba (kibali toka Kamati ya msitu na Idara ya Misitu)
- iv. Kufuga nyuki (kibali toka Kamati ya msitu)
- v. Kufyeka njia za miguu za asili (kibali toka Kamati ya msitu)
- vi. Kuingiza wageni kwa ajili ya mafunzo/utafiti (kibali toka Kamati ya msitu)

8.3. Matumizi huru ya mazao ya misitu kwa wakazi wa Matemboni

Mwananchi/wananchi wa kijiji cha Matemboni anaruhusiwa/wanaruhusiwa kufanya vitendo hivi vifuatavyo:

- i. Kuchota maji kwenye vyanzo vya maji vilivyoruhusiwa
- ii. Kuokota kuni kavu kwa matumizi ya nyumbani kwa siku iliyoruhusiwa tu (mara mbili kwa wiki)
- iii. Kuchuma mboga za majani na uyoga kwa matumizi ya nyumbani
- iv. Kuchimba/kuchuma dawa kwa matumizi ya nyumbani
- v. Kufanya tambiko
- vi. Kutumia njia za asili za miguu

9. NAMNA YA KUSHUGHULIKIA MAKOSA YATAKAYOFANYIKA NDANI YA MSITU NA NDANI YA ENEO LA MATEMBONI

Kwa kulingana na sheria ndogo ya msitu, mhalifu yeyote atakayekamatwa atafikishwa katika Kamati ya msitu, ambayo italipeleka suala lake katika Baraza la kijiji na kutafutiwa ufumbuzi kulingana na sheria ndogo ya msitu. Ikishindikana kupata utatuzi, basi suala lake lipelekwe Mahakamani, likisimamiwa na Kamati kwa niaba ya kijiji na wataalam wa msitu.

10. UTUNZAJI WA KUMBUKUMBU

Kumbukumbu zote muhimu zinazohusu msitu wa Mtai eneo la Matemboni zitatunzwa na watendaji wafuatao:

- Taarifa zote za kazi mtunzaji ni Katibu wa Kamati ya msitu.
- Kitabu cha doria kitatunzwa na kiongozi wa ulinzi.
- Kitabu cha vibali mtunzaji ni Katibu wa Kamati ya msitu.
- Kumbukumbu zote za uhalifu watunzaji ni Katibu wa Kamati ya msitu na Katibu wa Baraza la kijiji.
- Stakabadhi ya malipo mtunzaji ni Mtunza fedha wa kijiji.
- Kitabu cha mapato na matumizi mtunzaji ni Katibu wa Kamati ya msitu.

11. UTUNZAJI WA MAPATO NA MATUMIZI YA MSITU

11.1. Vyanzo vya mapato

- i. Faini mbalimbali
- ii. Ada za wageni mbalimbali
- iii. Vibali/Ushuru mbalimbali
- iv. Mnada wa mazao ya msitu na mali ya mhalifu itakayotafishwa
- v. Wahisani/mikopo mbalimbali
- vi. Malipo kutokana na uimarishaji wa mipaka na ukarabati wa msitu .

11.2. Viwango vya ada kwa wageni

Ada za kuingiza wageni kwa Watanzania ni Tsh. 500/= kwa kichwa na Dola tatu (3) za Marekani kwa wasio Watanzania kwa kichwa au kiasi sawa na hicho kwa fedha za Tanzania. Viwango hivi vinaweza kufanyiwa marekebisho wakati wowote Serikali ya kijiji itakavyoona inafaa.

11.3. Akaunti ya hifadhi ya msitu

- Kamati ya msitu itafungua akaunti ya hifadhi ya msitu Matemboni
- Akaunti hii itatumika kuhifadhi mapato yote ya fedha za msitu
- Mtunza fedha atawajibika na utunzaji wa akaunti ya hifadhi ya msitu
- Ni Mwenyekiti wa kamati ya msitu, Katibu wa kamati ya msitu, Mtunza fedha wa Kijiji na Mjumbe mmoja (mwanamke aliyechaguliwa na kamati kwa ajili hiyo) watahusika katika kuweka na kuchukuliwa fedha kutoka kwenye akaunti ya hifadhi ya msitu

11.4. Taratibu za utunzaji fedha

- Kutakuwa na vitabu vya kupokelea na kutolea fedha (stakabadhi ya fedha na hati ya malipo).
- Mtunza fedha atakuwa mtunza fedha wa kijiji.
- Mkaguzi wa ndani wa mahesabu atakuwa Katibu wa kamati ya msitu wa kijiji.
- Ukaguzi wa nje utafanywa na Afisa Ushirika wa Tarafa au Wilaya.
- Ukaguzi huo utafanyika kila baada ya miezi mitatu.
- Serikali ya Kijiji ndio itatoa idhini ya matumizi ya mapato

11.5. Matumizi ya fedha za msitu

- Motisha kwa wajumbe wa kamati ya msitu.
- Posho kwa walinzi na wajumbe wakipeleka wahalifu polisi na kusimamia kesi Mahakamani.

- Gharama za utunzaji wa vitalu vya miti kijijini.
- Kununua vifaa vya ofisi (vitendea kazi).
- Wajumbe kwenda na kurudi kwenye vikao vya kuendeleza msitu au ziara za mafunzo.
- Kugharamia shughuli za maendeleo ya kijiji (kama ujenzi wa ofisi ya kijiji)
- Asilimia 50 ya malipo kutokana na uimarishaji wa mipaka au ukarabati wa msitu yatalipwa kwa wananchi watakaoshiriki katika kazi hizo, na asilimia 50 nyingine itakuwa ni mchango wao kwenye akaunti ya hifadhi ya msitu. Asilimia hizi zinaweza kufanyiwa marekebisho na mkutano mkuu wa kijiji endapo itaonekana haja ya kufanya hivyo.

11.6. Utaratibu wa kuuza mazao ya msitu yaliyokamatwa

Mali mbalimbali zitakazokamatwa na walenzi ndani ya msitu kama mbao, misumeno, mapanga n.k. zitahifadhiwa katika ofisi ya kijiji. Mali hizo au vifaa hivyo pindi vikitaka kuuzwa mnada wa hadhara utumike kupunguza urasimu. Mnada huu utaendeshwa na Kamati ya msitu na Idara ya Misitu. Serikali ya kijiji ipewe 40% na Serikali kuu 60% .

12. UFUATILIAJI NA TATHMINI YA SHUGHULI ZA UENDESHAJI MSITU WA MTAI

Mbali na kuwa na Kamati ya Msitu na walenzi ambao watakuwa wanatekeleza shughuli za kila siku, kutakuwepo na suala la ufuatiliaji na utoaji wa taarifa na kufanya tathmini kwa kuangalia malengo na viashirio ili kupima mafanikio yaliyofikiwa.

Kazi hii itafanywa na wahusika mbalimbali kama vifuatavyo:

Jedwali Na. 3 Ufuatiliaji na tathmini ya shughuli

MADA	NANI	NINI	MUDA
Ufuatiliaji wa shughuli za uendeshaji.	Kamati ya maliasili ya kijiji.	Shughuli zote kama zinatekelezwa kwa kufuata mpango.	Muda wote kufuatana na mahitaji.
Tathmini ya shughuli za uendeshaji, majukumu, malengo na mafanikio.	Wataalam wa misitu na viongozi ngazi ya Kata/Tarafa.	Tathmini ya shughuli zote za msitu wa Mtai eneo la Matemboni zinazoendeshwa na Kamati na kutoa taarifa.	Baada ya kipindi cha majaribio na kila baada ya miaka mitatu ya uendeshaji.

Kipindi cha majaribio itakuwa miaka miwili tangu kuanza kutumika mpango huu.

KIJIJI CHA MATEMBONI

SHERIA ZA SERIKALI ZA MITAA (SERIKALI ZA VIJIJI 1982)

SHERIA NA. 7 YA 1982

SHERIA NDOGO

ZILIZOUNDWA CHINI YA KIFUNGU CHA 120 (1) NA (163)

SEHEMU YA KWANZA

1. UTANGULIZI

Sheria ndogo hii imetungwa kwa lengo la kulinda, kuendeleza na kuweka matumizi endelevu ya rasilimali za msitu wa hifadhi Mtai eneo la kijiji cha Matemboni kilichoko Kata ya Mhinduro, Tarafa ya Maramba, Wilaya ya Muheza na Mkoa wa Tanga.

Sheria ndogo hii imetungwa sambamba na mpango wa uendeshaji wa msitu huo. Aidha imezingatia lengo la kuhifadhi, hali halisi ya msitu na mazingira yake.

2. JINA LA SHERIA NDOGO

Sheria ndogo hii iitwe sheria ndogo ya mwaka 2002 za kutunza, kulinda na kuhifadhi msitu wa hifadhi Mtai eneo la kijiji cha Matemboni kwa matumizi endelevu.

3. TAFSIRI YA MANENO

- ◆ **Afisa misitu** - Maana yake ni mtaalam wa Idara ya misitu na Nyuki atakayesimamia na kutoa ushauri kwa shughuli zinazohusu hifadhi ya misitu katika kijiji cha Matemboni.
- ◆ **Bioanuwai** - Maana yake ni uwiano kati ya mimea na viumbe wengine katika eneo moja.
- ◆ **Eneo la msitu la kijiji cha Matemboni** - Maana yake ni sehemu ya msitu wa hifadhi wa Mtai lililoko katika kijiji cha Matemboni chini ya usimamizi shirikishi wa kamati ya msitu ya kijiji cha Matemboni na Idara ya Misitu na Nyuki.
- ◆ **Kamati ya maliasili** - Maana yake ni kamati iliyochaguliwa na serikali ya kijiji cha Matemboni ili kusimamia na kuratibu maswala yote ya hifadhi ya mazingira katika ngazi ya vijiji husika.
- ◆ **Kamati ya msitu** - Maana yake ni wajumbe waliochaguliwa na mkutano mkuu wa kijiji cha Matemboni ili kusimamia shughuli zote za msitu wa hifadhi Mtai eneo la kijiji cha Matemboni kwa niaba ya wanakijiji.
- ◆ **Katibu wa kamati ya msitu** - Maana yake ni Katibu aliyechaguliwa na wanakamati kuratibu shughuli za kila siku za msitu wa Mtai eneo la kijiji na kutunza kumbukumbu za msitu.
- ◆ **Katibu wa kijiji** - Maana yake ni mtu aliye chaguliwa kufanya kazi za ukatibu wa serikali ya kijiji cha Matemboni.
- ◆ **Kibali** - Maana yake ni idhini ya maandishi inayotolewa na mamlaka husika kufanya tendo/jambo fulani ndani na nje ya msitu wa hifadhi.

- ◆ **Kitongoji** - Maana yake ni sehemu ya kijiji cha Matemboni kama inavyofahamika na kijiji cha Matemboni ndani ya mamlaka ya Halmashauri ya Wilaya ya Muheza.
- ◆ **Leseni** - Maana yake ni kibali cha maandishi kinachoambata na stakabadhi ya malipo, kinachoruhusu uvunaji au utumiaji wa mazao ya misitu kwa masharti yaliyowekwa.
- ◆ **Mazao ya misitu** - Ni mazao yote yaliyo timbao na yasiyo timbao, ikiwa ni pamoja na udongo, mchanga, kokoto, mawe, asali, nta, mimea, wanyama, ndege, wadudu na vyote vilivyomo juu ya uso wa ardhi.
- ◆ **Mifugo** - Maana yake ni wanyama wote wafugwao ambao huishi kwa kula miti, majani na nyasi, hii ni pamoja na ng'ombe, mbuzi, kondoo, punda, nguruwe na kadhalika.
- ◆ **Mlinzi/walinzi wa msitu** - Maana yake ni mtu au watu waliochaguliwa na kamati ya msitu kufanya kazi ya doria au ulinzi katika msitu wa Mtai eneo la kijiji.
- ◆ **Mpango wa uendeshaji** - Maana yake ni mpango ulioandaliwa na wanakijiji cha Matemboni kwa minajili ya kuendesha shughuli za kuendeleza na kusimamia Msitu wa Mtai eneo la kijiji cha Matemboni.
- ◆ **Msitu wa hifadhi wa Mtai** - Maana yake ni msitu wa hifadhi wa serikali kuu katika Tarafa ya Maramba uliohifadhiwa kwa mujibu wa sheria za misitu.
- ◆ **Mwenyekiti wa kamati ya msitu** - Maana yake ni Mwenyekiti aliyechaguliwa na wanakamati kuongoza kamati ya msitu katika kusimamia shughuli zote za msitu wa Mtai eneo la kijiji.
- ◆ **Mwenyekiti wa kijiji** - Maana yake ni mwenyekiti wa serikali ya kijiji cha Matemboni kwa mujibu wa sheria za kijiji.
- ◆ **Mwenyekiti wa kitongoji** - Maana yake ni mtu yeyote aliyechaguliwa kuchukua madaraka ya uenyekiti katika ngazi ya kitongoji katika kijiji cha Matemboni kwa mujibu wa taratibu za kijiji.
- ◆ **Serikali ya kijiji** - Maana yake ni serikali ya kijiji cha Matemboni kwa mujibu wa sheria za kijiji.

4. ENEO NA MIPAKA YA MSITU WA HIFADHI WA MTAI KWA ENEO LA KIJJI CHA MATEMBONI

Eneo la msitu wa hifadhi chini ya kijiji cha Matemboni ni hekta 586.

Mipaka ya msitu wa hifadhi wa Mtai kwa eneo la kijiji cha Matemboni:

- Kwa upande wa Mashariki na Kaskazini eneo linapakana na eneo la msitu la kijiji cha Maramba 'B'
- Kwa upande wa Magharibi linapakana na eneo la msitu wa kijiji cha Muzi-Kafishe
- Kwa upande wa Kusini limepakana na vitongoji vya Majengo na Tewe katika kijiji cha Matemboni.

5. MWANGALIZI MKUU WA MSITU KATIKA ENEO LA KIJJI CHA MATEMBONI

Mwangalizi mkuu wa msitu katika eneo la kijiji cha Matemboni ni kamati ya msitu ambayo ndio itapanga walinzi wa msitu watakao toka katika vitongoji. Kamati hiyo itapeleka ripoti zake katika Serikali ya kijiji.

Kamati ya msitu itachaguliwa na mkutano mkuu na itadumu kwa kipindi cha miaka mitatu.

SEHEMU YA PILI

6. MATUMIZI YA MAZAO YA MSITU

6.1. Matumizi yaliyopigwa marufuku katika msitu wa hifadhi

Mtu yeyote atakayefanya matendo yafuatayo katika msitu wa hifadhi Mtai atakuwa amevunja sheria ndogo ya msitu:

- i. Kuchoma mkaa na kukata kuni mbichi.
- ii. Kuharibu sehemu za kufanyia tambiko na vyanzo vya maji.
- iii. Kulima ndani ya msitu.
- iv. Kurina asali mwitu
- v. Kuwinda wanyama, kuvua samaki.
- vi. Kuchimba madini na kuzoa mchanga.
- vii. Kufyeka msitu kwa madhumuni ya makazi au shamba.
- viii. Kuchunga mifugo, kukata nyasi kwa ajili ya mifugo na kuezeka nyumba.
- ix. Kuwasha au kuchoma moto msitu.
- x. Kufungua njia/barabara mpya ndani ya msitu.
- xi. Kupasua mbao
- xii. Kukata nguzo, mapau, fito na kamba za kuchubua miti
- xiii. Kukusanya mazao ya msitu kwa biashara.

6.2. Matumizi yanayohitaji kibali

Matumizi yafuatayo yatafanyika pale tu kibali/leseni imetolewa kulingana na mpango wa msitu wa hifadhi Mtai:

- i. Kukata kamba za kutambaa kwa ajili ya ujenzi (kibali toka kamati ya msitu)
- ii. Kuokota mawe (kibali toka Kamati ya msitu na Idara ya Misitu)
- iii. Kuchimba mifereji ya maji/bomba (kibali toka Kamati ya msitu na Idara ya Misitu)
- iv. Kufuga nyuki (kibali toka Kamati ya msitu)
- v. Kufyeka njia za miguu za asili (kibali toka Kamati ya msitu)
- vi. Kuingiza wageni kwa ajili ya mafunzo/utafiti (kibali toka Kamati ya msitu)

6.3 Matumizi huru ya mazao ya misitu kwa wakazi wa Matemboni

Mwananchi/wananchi wa kijiji cha Matemboni anaruhusiwa/wanaruhusiwa kufanya vitendo hivi vifuatavyo:

- i. Kuchota maji kwenye vyanzo vya maji vilivyoruhusiwa
- ii. Kuokota kuni kavu kwa matumizi ya nyumbani kwa siku iliyoruhusiwa tu (mara mbili kwa wiki)
- iii. Kuchuma mboga za majani na uyoga kwa matumizi ya nyumbani
- iv. Kuchimba/kuchuma dawa kwa matumizi ya nyumbani
- v. Kufanya tambiko
- vi. Kutumia njia za asili za miguu

7. UKAGUZI NA ULINZI WA MSITU WA MTAI

- i. Itakuwa ni jukumu la kamati ya msitu kuhakikisha inateua walenzi wa kufanya doria katika msitu wa Mtai eneo la kijiji ili kudhibiti uharibifu wa msitu. Ulinzi huu utafanywa kwa zamu kadri itakavyopangwa.
- ii. Mwenyekiti wa kitongoji anawajibu wa kuhakikisha kuwa maeneo yote ya msitu katika kitongoji chake yanatunzwa kama ilivyo katika sheria ndogo ya msitu.
- iii. Itakuwa ni jukumu la kamati ya msitu kuhakikisha kuwa vitongoji vinadhhibiti uharibifu wa msitu. Kamati hii pia inayo mamlaka ya kumkamata mhalifu na kumfikisha katika baraza la kijiji.
- iv. Kila mwanakijiji wa kijiji cha Matemboni atawajibika kuhakikisha kuwa uharibifu haufanyiki katika msitu wa Mtai kwa kutoa taarifa kwa Mwenyekiti wa Kitongoji au Katibu wa kijiji cha Matemboni au katika kamati ya msitu.
- v. Kiongozi yeyote wa serikali ya kijiji cha Matemboni anayo mamlaka ya kumkamata mtu yeyote anayefanya kosa kinyume cha Sheria ya kijiji na kumfikisha katika baraza la kijiji kwa hatua za kisheria.
- vi. Ishara ya gunda/mbiu itatumika kuwajulisha wanakijiji wa Matemboni kuhusu tukio la moto msituni na ni jukumu la kila mwanakijiji kushiriki katika kuzima moto.

8. ADHABU MBALIMBALI

- i. Kwa mtu yeyote atakayepatikana na makosa yanayoangukia katika matendo ya sehemu ya **(6.1)** ya matumizi ya mazao ya misitu, atatozwa faini ya shilingi elfu hamsini tu (50,000/=), pamoja na kutafisha mazao ya misitu na vifaa alivyokutwa navyo.
- ii. Kwa mtu yeyote atakayekutwa na makosa yanayoangukia katika matendo ya sehemu **(6.2)** ya matumizi ya mazao ya misitu, atatozwa faini ya shilingi elfu tano tu (5,000/=), au kupimiwa mita 120 urefu kwa mita 6 upana (120 m X 6 m) kulimia barabara ya moto /mpaka wa msitu au adhabu zote mbili (faini na vipimo)
- iii. Mwanakijiji wa Matemboni asipokwenda kuzima moto bila sababu maalum atatozwa faini Tsh. 2500 (Elfu mbili na mia tano tu).
- iv. Mwanakijiji wa Matemboni atakaye kwenda kwenye kuni kwa siku ambayo haikuruhusiwa, kwa kosa la kwanza ataonywa na kusamehewa, na pindi akirudia atapelekwa katika baraza la kijiji na kupigwa faini Tsh. 2500 (Elfu mbili na mia tano).
- v. Mtu yeyote atakayekataa au kushindwa kulipa faini inayotakiwa katika ngazi ya kijiji, atafikishwa katika baraza la kata na ikishindikana atapelekwa mahakamani na kuchukuliwa hatua zaidi za kisheria.
- vi. Mali yote itakayokamatwa kwa mtenda kosa itakuwa ni mali ya kijiji cha Matemboni na Idara ya Misitu na Nyuki, na inaweza kuuzwa kwa njia ya mnada kwa faida ya kijiji cha Matemboni na Serikali kuu.

9. TARATIBU ZA KUSHUGHULIKIA WAHALIFU

9.1. Makosa yatakayoshughulikiwa katika ngazi ya kijiji

- i. Kulisha wanyama ndani ya hifadhi.
- ii. Kukata malisho katika eneo la hifadhi.
- iii. Kuvua samaki.
- iv. Kufungua njia/barabara mpya ndani ya msitu.
- v. Kukata nguzo, mapau, fito na kamba za kuchubua miti.

- vi. Kuokota mawe bila kibali.
- vii. Kukusanya mazao ya msitu kwa biashara
- viii. Kufuga nyuki bila kibali.
- ix. Kuchimba mifereji ya maji/bomba bila kibali.
- x. Kufyeka njia za miguu za asili bila kibali.
- xi. Kukata kamba za kutambaa bila kibali.
- xii. Kupuuza mbiu/gunda iliyopigwa kijijini.

9.2. Makosa yatakayoshughulikiwa katika ngazi ya Mahakama

- i. Kuchoma moto.
- ii. Kupasua mbao
- iii. Kuchimba madini.
- iv. Kurina asali mwitu
- v. Kuharibu vyanzo vya maji.
- vi. Kuchoma mkaa.
- vii. Kuishi ndani ya eneo la hifadhi.
- viii. Kulima msituni.
- ix. Kuwinda msituni
- x. Kuzoa mchanga

Aidha sheria ndogo inategemea fidia kurudishwa na Mahakama kijijini. Fidia hiyo itakayolipwa na mhalifu, itahusu gharama za kumkamata mhalifu na kumsafirisha hadi Mahakamani.

Mbali na wahalifu wa kawaida, watendaji kama walenzi au wajumbe wa Kamati au wajumbe wa Serikali ya kijiji, wakienda kinyume na maadili ya utendaji, watasimamishwa uongozi na kamati ya msitu itawafisha katika baraza la kijiji na kuadhibiwa kama wacosaji wengine.

10. MAREKEBISHO YA SHERIA

Serikali ya kijiji, kupitia maazimio ya mkutano mkuu inaweza kubadili, kurekebisha au kusahihisha sheria ndogo hii ili kuongeza ufanisi endapo itaonekana haja ya kufanya hivyo. Marekebisho hayo ni lazima yaidhinishwe na Halmashauri ya Wilaya kabla ya kuanza kutumika.

11. TAREHE YA KUANZA KUTUMIKA

Tarehe ya kuanza kutumika kwa sheria ndogo hii ni baada ya kupitishwa na Halmashauri ya Wilaya ya Muheza.

SEHEMU YA TATU

12. SAHIHI

Mhuri wa Halmashauri ya kijiji cha Matemboni ulibandikwa kwenye sheria ndogo hizi kwa kufuata azimio lililopitishwa kwenye mkutano mkuu wa Halmashauri uliyofanyika mnamo tarehe

.....

Na mhuri huo ulibandikwa mbele ya:

.....

Mwenyekiti wa Serikali ya kijiji cha Matemboni

.....

Katibu wa kijiji cha Matemboni

ZIMEKUBALIWA NA KUPITISHWA NA BARAZA LA MAENDELEO LA KATA YA MHINDURO

..... Tarehe
Mtendaji wa Kata ya Mhinduro Wilaya ya Muheza

ZIMEKUBALIWA NA KUPITISHWA NA HALMASHAURI YA WILAYA YA MUHEZA

..... Tarehe
Mwenyekiti wa Halmashauri ya wilaya ya Muheza

..... Tarehe
Mkurugenzi Mtendaji wa Halmashauri ya Wilaya ya Muheza

Appendix 8.2. In English

MANAGEMENT PLAN OF MTAI FOREST RESERVE AREA OF MATEMBONI VILLAGE

1. INTRODUCTION

Mtai forest reserve was gazetted in 1913 due to its importance to the nation. Joint forest management has started in this forest of 3107 hectares according to the new forest policy of 1998. Mtai forest reserve is surrounded by eight villages which are: Matemboni, Muzi- Kafishe, Maramba A, Maramba B, Hemsambia, Vuga, Kidundui and Kwekuyu.

In order to give good opportunity to all stakeholders, Matemboni village participated in identification of internal boundaries between village to village and at the forest border to increase an accountability and performance of the management plan.

Matemboni village like other villages, prepared a specific plan with the aim of protecting, developing, and making use of various products which are allowed to be used according to the by-law.

A team of 17 people (5 women, 12 men) were elected by the village government to prepare the plan. The members were elected according to agreed criteria. In the team there were one member from the village government and other four members (chairperson, one man, one woman, and one guard) from each of the 4 sub-villages, which are Shule, Matumbili, Tewe and Majengo.

The written document of this plan was submitted to the village government, which has to submit it to the village assembly for approval before its implementation.

2. HISTORY OF MTAI FOREST

Mtai forest reserve was gazetted by the ordinances made during colonial period. That time the law did not give an opportunity to the community to use or benefit from the products of the forest. Despite of those ordinances the forest continued degrading from day to day because of the illegalities and the community had not an opportunity to rebuke those illegalities.

Due to the forest policy of 1998, the community has started to participate in protecting and developing this forest with plants and animals, which are rare worldwide.

Participatory methods were used involving all stakeholders surrounding this forest. The stakeholders presented the correct approaches of developing the forest and those approaches were used to prepare this plan.

3. AREA, BOUNDARIES AND TYPES OF ZONES

3.1. Area and boundaries

The forest reserve area under Matemboni village is 586 hectares.

Its boundaries are divided based on village administrative boundaries (between village to village) and depending on the real situation of the forest, the objective being to simplify monitoring, supervision and good management of the concerned area.

The boundaries of Mtai forest reserve in the area of Matemboni village:

- In the eastern and northern side the village forest area makes the boundary with Maramba B village forest area.
- In the western side it makes the boundary with Muzi-Kafishe village forest area.
- In the southern side it makes the boundary with Majengo and Tewe sub-villages of Matemboni village.

The length of the forest boundary in the area of Matemboni village is 5 km.

3.2. Types of zones Mtai forest reserve – Matemboni area

Mtai forest area has been divided into four main zones. This division is based on the importance or quality of the forest by considering the research results.

i. Biodiversity zone

This zone is an area for conservation of plants, insects, birds and animals. In order to give an opportunity for natural regeneration, all activities that will destroy these organisms will be prohibited in this zone. This zone has been defined considering the report of bio-diversity survey, which was conducted in 1997.

ii. Water catchment zones

These zones are dealing with areas that have water sources like springs, rivers, streams and wetlands. In some extend these zones were affected by tree harvesting for different uses. In order to regulate and retain the previous status and to make sure that springs and rivers are reserved and to allow natural regeneration, it is forbidden to operate any activities in these areas. Inside the utilization zone all activities are forbidden according to the forest laws in an area of 50 meters on both sides of rivers, 30 meters on the both sides of streams and 20 meters around springs and wetlands. Rivers in Mtai forest reserve, area of Matemboni area are Msaza, Tewe and Golan.

iii. Utilization zone

This zone deals with forest management for various uses. Fuel wood, medicines etc. will be taken from this zone following special regulations emphasising sustainable use as identified in this plan and the by-law (by-law for managing, protecting and conserving Mtai forest reserve in the area of Matemboni village for sustainable use, of 2002). The village forest committee will supervise the use. In order to raise income of the villagers, beekeeping will be emphasised in this zone.

iv. Ritual and spiritual areas

These areas will be for traditional rites only. The users of these areas will be warned to be careful when applying fire in their ritual services. Kilindi clan will use Majengo and Tewe areas. The forest committee will discuss the other unidentified groups before being allowed to practise their rites in the forest.

4. OBJECTIVES OF RESERVING MTAI FOREST - MATEMBONI AREA

Since long time ago Mtai forest was found to be important due to the living organisms in the forest and many water sources starting from this forest. Because of the destruction in the past, the condition of the forest has changed much and it is endangering the life of living organisms and the remaining springs. Hence the purpose is to restore the previous condition. In order to ensure the intention of conservation and sustainable management the objectives will be as shown in the following table:

Table No. 1 The objectives of Mtai forest reserve

Main objective	Specific objective	Indicators
Conservation of resources of Mtai forest in order to protect the land and living organisms for sustainable use by the present and future generations.	To manage and protect forest and other living organisms.	<ul style="list-style-type: none"> - To decrease harmful use of the forest - To decrease the events of fire
	To let villagers to participate and to educate them.	<ul style="list-style-type: none"> - To increase the use of alternatives to forest products - To increase the number of people who grow and plant trees
	To strengthen the water sources.	<ul style="list-style-type: none"> - To persevere water sources and rivers of Tewe, Golan and Msaza.
	To prevent soil erosion.	<ul style="list-style-type: none"> - To increase the number of people who are cultivating using contour lines. - To increase the area of fields with contour lines.

5. FOREST MANAGEMENT PROCEDURES

According to this plan the main supervisor of the plan will be Mtai forest committee. The village assembly will elect this committee by considering the representation of all sub-villages. The election will also consider gender issue. The committee will be responsible to submit their monthly reports to the village government and to forest office. This committee will also be responsible to select forest guards and to plan patrol regulations. The committee will be in power for three years and after that it will be dissolved to form the new one.

The member of forest committee should be committed, unselfish, and caring for the benefits of the village and the nation in general.

In selecting the committee the following criteria were set so as to improve work performance and responsibilities. Every sub-village should be involved by providing five members (the sub-village chairperson together with other four members - one man, one woman and two guards). The total number of forest committee members is 20.

5.1. Roles and responsibilities of the Forest Committee leaders

5.1.1. Chairperson

The committee will have a chairperson who will lead all committee meetings and make sure that the forest activities are implemented as were planned.

5.1.2. Secretary

The duty of the secretary will be to co-ordinate all forest activities under the forest committee chairperson. He/she will be the executive officer for all matters concerning the forest. Other duties will be preparation of all meetings concerning forest, and keeping all records concerning Mtai forest in the area of Matemboni village.

5.1.3. Treasurer

The committee will use the treasurer of the village for its activities. He/she will supervise the payments and the use of money concerning the forest, and keep all financial records. He/she will be responsible to show the accounts for internal and external auditing when needed. He/she should also give a report on the income and use of money once a month to the chairperson of the forest committee.

5.1.4. Forest guards

There will be forest guards who will deal with all issues of patrolling, supervision and implementing of forest by-law. These guards will be selected as it was explained before. In addition to conducting patrolling the guards will be responsible to send their reports to the forest committee chairperson/secretary, who will check them and then send them to the village government.

5.2. Committee meetings

The committee will conduct its normal meetings every second month, except if there is any emergency the meeting can be done anytime depending on the kind of emergency. If a member misses three meetings consecutively without prior information he/she will lose his/her membership and his/her position will be filled as per normal regulations of the village elections.

5.3. Responsibilities of other stakeholders

5.3.1. Villagers

- To protect the forest
- To extinguish the fire
- To implement forest management activities

5.3.2. Village government

- To supervise forest uses and income
- To convene meetings
- To educate villagers
- To make and supervise by-laws

5.3.3. District Council

- To approve village by-laws

- To raise the standard of community services in villages

5.3.4. Central government

- To pay the forest border maintenance costs (like planting trees on forest borders and clearance of borders)
- To pay the forest restoration costs (like enrichment planting in degraded areas)
- To give technical advice on matters of forest conservation and farm forestry (e.g. establishment of nurseries and planting of trees)

6. FOREST MANAGEMENT ACTIVITIES

In order to reach the objectives of conserving Mtai forest reserve, there will be some activities, which will be done by villagers in order to develop and protect this forest for the benefits of all. The activities are as following:

Table No. 2. The forest management activities.

NO.	ACTIVITY	OBJECTIVE	RESPONSIBLE	TIME/PERIOD
1.	Guarding/patrol	Preventing crimes.	Villagers, guards	Continuous
2.	Clearing boundaries	Preventing fire	Citizens , Forestry Division	Twice a year January – February August –September
3.	Planting trees in affected areas	To retain natural regeneration in the affected areas	Forest committee, forest officers and villagers.	Twice a year April- May October-November
4.	To establish tree nurseries	To get seedlings	Villagers, Forestry Division	June, July and August
5.	To manage water sources and springs	To prevent drought and water shortage	Forest committee, Villagers, Village government	Continuous
6.	To identify the spiritual and ritual sites	To protect tradition, customs and culture	Villagers and Forest committee	Permitted periods
7.	To educate and motivate villagers	To reduce crimes. To increase education on trees and rare living organisms.	Forest committee, forest officers and village government	Identified periods.
8.	To identify the village area	To monitor the concerned area	Villagers	Continuous
9.	Collection of village revenue	To initiate the reserve fund	Forest committee	Continuous
10.	To construct the forest office	To get an office	Forest committee, Villagers, Village government and experts	During planned time.

7. INSPECTION AND PROTECTION OF MTAI FOREST

- i. The forest committee will be responsible to appoint forest guards for patrolling in Mtai forest in the area of the village in order to control the forest destruction. This patrolling will be conducted according to the planned schedule.
- ii. The sub-village chairperson is responsible to observe that all forest areas in his sub-village are managed according to the forest by-law.
- iii. It will be the responsibility of the forest committee to observe that all sub-villages are controlling the destruction of the forest. This committee also has an authority of arresting offenders and take them to the village court.
- iv. All villagers of Matemboni village will be responsible to make sure that there is no destruction in Mtai forest by reporting of such incidents to the sub-village chairperson or Matemboni village secretary or to the forest committee.
- v. A recognised signal (a horn) will be used to inform Matemboni villagers about fire events in the forest and all villagers will be responsible to participate in the fire extinguishing.
- vi. Any village government leader of Matemboni has the authority of arresting a person performing against the village rules and to take him/her to the village court for legal action.

8. RULES AND PROCEDURES OF CONSERVING MTAI FOREST IN MATEMBONI AREA

The rules and procedures of conservation and use of Mtai forest will be as stipulated in this plan, and in the forest by-law.

8.1. Prohibited uses in the forest reserve

Any person who will practise the following actions in the Mtai forest reserve will break the forest by-law.

- i. Burning charcoal and cutting fresh trees for firewood.
- ii. Destroying ritual sites and water sources.
- iii. Cultivating in the forest.
- iv. Harvesting wild honey.
- v. Hunting animals, fishing.
- vi. Mining and collecting sand.
- vii. Forest clearing for residential area or farm.
- viii. Grazing cattle, cutting grass for cattle or for roofing.
- ix. Setting fire or burning the forest.
- x. Opening footpaths or new roads in the forest.
- xi. Timber harvesting
- xii. Cutting of different sizes of construction poles and ropes by debarking living trees
- xiii. Harvesting forest products for commercial purposes

8.2. Utilization that need a permit

The following uses will be done only when the permit has given as per Mtai forest reserve plan:

- i. Cutting ropes (climbers) for construction (The permit from forest committee)
- ii. Picking stones. (The permit from forest committee and Forest Division)

- iii. Digging ditches of water/pipes (The permit from forest committee and Forest Division)
- iv. Bee keeping (The permit from forest committee)
- v. Clearing existing footpaths. (The permit from forest committee).
- vi. To allow visitors to enter for training /research (The permit from forest committee).

8.3. Free utilization of forest products for Matemboni residents

The citizen/citizens of Matemboni village is allowed/are allowed performing the following actions:

- i. Fetching water from permitted water sources.
- ii. Collecting dry firewood for domestic use during the allowed days only (twice a week)
- iii. Collecting vegetables and mushrooms for domestic use.
- iv. Digging and collecting medicine for domestic use.
- v. Conducting rituals.
- vi. Using the existing footpaths.

9. DEALING WITH ILLEGALITIES THAT WILL BE CONDUCTED INSIDE THE FOREST IN MATEMBONI AREA

According to the forest by-law any offender who will be caught will be brought to the forest committee, which will forward the issue to the village court, which will judge the offender according to the forest by-law. If a solution can not be found the matter will be forwarded to the primary court under supervision of forest committee on behalf of the village, and forest officers.

10. RECORD KEEPING

All the important records concerning the Mtai forest in Matemboni area will be kept by the following executive persons:

- Forest committee secretary is responsible for keeping all reports concerning the work.
- Patrol leader is responsible for keeping the patrol book.
- Forest committee secretary is responsible for keeping the permit book.
- Forest committee secretary and village council secretary are responsible for keeping all records concerning crimes.
- The village treasurer is responsible for keeping the receipt book.
- Forest committee secretary is responsible for keeping the income and expenditure book.

11. MANAGEMENT OF INCOME AND EXPENDITURES

11.1. Sources of income

- i. Different penalties
- ii. Fees from various visitors
- iii. Different permits/payments
- iv. Confiscated forest products and offender's properties.
- v. Different donations/loans
- vi. Payments from border maintenance and forest restoration work

11.2. Rates of fees/permits

Fee for visitors who are Tanzanians is 500 TSh per head and 3 USD per head for non-Tanzanians, or the equivalent amount in Tanzanian currency. Any amendment to these rates can be done any time when the village government sees it important.

11.3. Forest management account

- Forest committee will open a forest management account of Matemboni.
- All payments will be deposited to the forest management account.
- Treasurer is keeping the forest management account book.
- Signatories of the forest management account are the following: forest committee chairman and secretary, village treasurer and one female committee member selected by the forest committee for this task.

11.4. Procedure of using income from the forest

- There will be records for receiving and giving out money (receipt book and payment vouchers)
- The treasurer will be the village treasurer.
- The secretary of the village forest committee will be the internal auditor of accounts.
- The co-operative officer of the division or the district will do the external auditing.
- The auditing will be done after each three months.
- Forest committee has the mandate to decide on the use of the income.

11.5. Use of income from the forest

- Incentives to members of the forest committee.
- Allowances to guards and members who send the offenders to police and supervising the cases in the court.
- Expenses of establishing seedling nurseries in the village.
- To purchase equipment for office (working equipment).
- For trips of members attending forest developing meetings or study tours.
- To fund village development activities (e.g. construction of an office)
- 50% of the payment from the border maintenance and forest restoration work will be paid to those who do this work, and 50% will be their contribution to the forest management account. The village assembly can make amendments to these percentages when it is felt necessary.

11.6. Procedure of selling confiscated forest products

Various properties, which will be confiscated by guards in the forest like timber, saws, bush knives etc. will be kept in the village office. These properties or equipment will be auctioned in order to reduce bureaucracy. The forest committee and Forestry Division will conduct the auctioning. The village government will be given 40% and Central government 60% as it was agreed.

12. MONITORING AND EVALUATION OF ACTIVITIES OF MTAI FOREST

Apart from having the forest committee and guards who will implement everyday activities, there will be monitoring, reporting and evaluation by using objectives and indicators so as to measure the achievements reached. Various executive members will do this work as follows:

Table No. 3 Monitoring and evaluation of activities

TOPIC	WHO	WHAT	TIME/DURATION
Monitoring of activities	Natural resources committee of the village	Are all activities implemented according to plan?	Any time according to the need.
Evaluation of activities, responsibilities, plans and achievements.	Forest officers and leaders of ward/ division level	Evaluation of all activities in Mtai forest in the area of Matemboni that are implemented by the committee and giving report.	After the testing period and after every three years of implementation.

The testing period will be two years since starting of implementation this plan.

**MATEMBONI VILLAGE
LOCAL GOVERNMENT ACT (VILLAGE GOVERNMENT 1982)
ACT NO. 7 OF 1982
BY LAW
FORMULATED UNDER SECTION 120(1) AND (163)**

SECTION ONE

1. INTRODUCTION

This by-law has been formulated for protecting, developing and for sustainable use of the resources of Mtai forest reserve in the area of Matemboni village at Mhinduro ward, Maramba division, Muheza district and Tanga region.

This law has been formulated simultaneously with a management plan for that forest. It also aims at conserving the forest and its environment.

2. TITLE OF THE BY-LAW

This by-law will be called the by-law of 2002 of managing, protecting and conserving Mtai forest reserve in the area of Matemboni village for sustainable use.

3. INTERPRETATION OF TERMS

- ◆ **Forest Officer:** Means an officer from the Forestry and Beekeeping Division who will supervise and provide advice for activities in the forest reserve in the area of Matemboni village.
- ◆ **Biodiversity:** Means the correlation between plants and other organisms in one area.
- ◆ **Forest area of Matemboni village (village forest management area):** Means the part of Mtai forest reserve within Matemboni village under joint management of Matemboni village forest committee and the Forestry and Beekeeping Division.
- ◆ **Natural resources committee:** Means the elected committee by Matemboni village government in order to supervise and coordinate all activities concerning conservation of the environment at the village level.
- ◆ **Forest committee:** Means members elected by Matemboni village assembly in order to supervise all activities of Mtai forest reserve in the area of Matemboni village on behalf on the villagers.
- ◆ **Forest committee secretary:** Means the secretary elected by the committee members to coordinate the daily activities for Mtai forest village area and to keep records concerning the forest.
- ◆ **Village secretary:** Means the person elected to perform the secretarial duties of Matemboni village government.
- ◆ **Permit:** Means permission in a written form that is given by the responsible authority to do an action or something inside and outside of the forest reserve.
- ◆ **Sub-village:** Means a known part of Matemboni village under the authority of Muheza District Council.
- ◆ **License:** Means a written permit attached with a receipt, allowing harvesting or using forest products as per conditions set.

- ◆ **Forest products:** Are all wood and non-wood products including soil, sand, gravel, stones, honey, wax, animals, birds, insects and all plants on the earth.
- ◆ **Cattle:** Means all domestic animals feeding on trees, leaves and grass. These include cows, goats, sheep, donkeys, pigs etc.
- ◆ **Forest guard/guards:** Means a person or persons elected by the forest committee to conduct patrolling or protection in the village area of the Mtai forest.
- ◆ **Management plan:** Means the plan prepared by Matemboni villagers for implementing management activities and supervising Mtai forest in the area of Matemboni village.
- ◆ **Mtai forest reserve:** Means the Central Government forest reserve in Maramba division gazetted by forest acts.
- ◆ **Forest committee chairperson:** Means a chairperson elected by committee members to lead the forest committee members in supervision of all forest activities in the village area of the Mtai forest.
- ◆ **Village chairperson:** Means the Matemboni village government chairperson as per village acts.
- ◆ **Sub-village chairperson:** Means any elected person to hold the chairperson's authority at the level of sub-village of Matemboni village as per village regulations.
- ◆ **Village government:** Means Matemboni village government as per village acts.

4. AREA AND BOUNDARIES OF MTAI FOREST RESERVE IN THE AREA OF MATEMBONI VILLAGE

The forest reserve area under Matemboni village is 586 hectares.

The boundaries of Mtai forest reserve in the area of Matemboni village:

- In the eastern and northern side the village forest area makes the boundary with Maramba B village forest area.
- In the western side it makes the boundary with Muzi-Kafishe village forest area.
- In the southern side it makes the boundary with Majengo and Tewe sub-villages of Matemboni village.

5. MAIN SUPERVISOR OF THE FOREST IN THE AREA OF MATEMBONI VILLAGE

The main supervisor of the forest in the area of Matemboni village is the forest committee that will allocate the forest guards who will come from sub-villages. The committee will send its report to the village government.

The village assembly will elect the forest committee for a period of three years.

SECTION TWO

6. UTILIZATION OF FOREST PRODUCTS

6.1. Prohibited uses in the forest reserve

Any person who will practise the following actions in the Mtai forest reserve will break the forest by-law.

- i. Burning charcoal and cutting fresh trees for firewood.

- ii. Destroying ritual sites and water sources.
- iii. Cultivating in the forest.
- iv. Harvesting wild honey.
- v. Hunting animals, fishing.
- vi. Mining and collecting sand.
- vii. Forest clearing for residential area or farm.
- viii. Grazing cattle, cutting grass for cattle or for roofing.
- ix. Setting fire or burning the forest.
- x. Opening footpaths or new roads in the forest.
- xi. Harvesting timber.
- xii. Cutting of different sizes of construction poles and ropes by debarking living trees.
- xiii. Harvesting forest products for commercial purposes

6.2. Utilization that need a permit

The following uses will be done only when the permit has given as per Mtai forest reserve plan:

- i. Cutting ropes (climbers) for construction (The permit from forest committee).
- ii. Picking stones. (The permit from forest committee and Forest Division).
- iii. Digging ditches for water pipes (The permit from forest committee and Forest Division).
- iv. Bee keeping (The permit from forest committee).
- v. Clearing existing footpaths. (The permit from forest committee).
- vi. To allow visitors to enter for training /research (The permit from forest committee).

6.3. Free utilization of forest products for Matemboni residents

The citizen/citizens of Matemboni village is allowed/are allowed performing the following actions:

- i. Fetching water from permitted water sources.
- ii. Collecting dry firewood for domestic use during the allowed days only (twice a week)
- iii. Collecting vegetables and mushrooms for domestic use.
- iv. Digging and collecting medicine for domestic use.
- v. Conducting rituals.
- vi. Using the existing footpaths.

7. INSPECTION AND PROTECTION OF MTAI FOREST

- i. The forest committee will be responsible to appoint forest guards for patrolling in Mtai forest in the area of the village in order to control the forest destruction. This patrolling will be conducted according to the planned schedule.
- ii. The sub-village chairperson is responsible to observe that all forest areas in his sub-village are managed according to the forest by-law.
- iii. It will be the responsibility of the forest committee to observe that all sub-villages are controlling the destruction of the forest. This committee also has an authority of arresting offenders and taking them to the village court.
- iv. All villagers of Matemboni village will be responsible to make sure that there is no destruction in Mtai forest by reporting of such incidents to the sub-village chairperson or Matemboni village secretary or to the forest committee.

- v. A recognised signal (a horn) will be used to inform Matemboni villagers about fire events in the forest and all villagers will be responsible to participate in the fire extinguishing.
- vi. Any village government leader of Matemboni has the authority of arresting a person performing against the village rules and to take him/her to the village court for legal action.

8. PENALTIES

- i. Any person who will be found guilty against rules of utilization of forest products in section (6.1), will be given a fine of fifty thousand TSh only (50,000/=), and the forest products in question and his/her equipment will be confiscated.
- ii. Any person who will be found guilty against rules of utilization of forest products in section (6.2), will be given a fine of five thousand TSh only (5,000/=), or to clear fire lines or forest boundaries of length of 120 meters and 6 meters wide (120 m x 6 m) or to do both penalties (payment and clearing).
- iii. Villager of Matemboni not participating fire extinguishing without reason will be fined two thousand five hundred TSh only (2,500/=).
- iv. Villager of Matemboni caught collecting fire wood on days when it is not allowed, will be forgiven the first time, but if he/she is caught again he/she will be taken to the village court and given a fine of two thousand five hundred TSh only (2,500/=).
- v. Any person who will refuse or fail to pay the required fine at village level, will be taken to the primary court for further legal actions.
- vi. Any property which will be caught from an offender will be the property of Matemboni village and the Forestry and Beekeeping Division, and they can auctioned for the benefits of Matemboni village and the Central government.

9. PROCEDURES TO DEAL WITH OFFENDERS

9.1. Cases, which are dealt with at the village level

- i. Feeding animals inside the reserve.
- ii. Cutting fodder in the area of the reserve.
- iii. Fishing.
- iv. To make new paths /roads inside the forest.
- v. Cutting of different sizes of construction poles and ropes by debarking living trees.
- vi. Harvesting forest products for sale.
- vii. Cutting ropes (climbers) without permit.
- viii. Collecting stones without permit.
- ix. Beekeeping without permit
- x. Digging ditches for water pipes without permit.
- xi. Clearing existing footpaths without permit.
- xii. Disregarding the signal informing fire.

9.2. Cases, which are dealt with in the court

- i. Burning forest.
- ii. Harvesting timber.
- iii. Mining of minerals.

- iv. Hunting.
- v. Harvesting wild honey.
- vi. Destroying water sources.
- vii. Making charcoal.
- viii. Living inside the reserve area.
- ix. Cultivating in the forest.
- x. Collecting sand.

This by-law is expecting a compensation to be refunded by the court to the village. The compensation which will be paid by the offender, will evolve the costs of catching the offender and sending him or her to the court.

Apart from the normal offenders, if the executive persons like guards and committee members or village government members perform forbidden actions, they will be dismissed from their position by the forest committee and will be taken to the village court for punishment as other offenders.

10. AMENDMENTS TO THE BY-LAW

The village government can change, rectify or correct the by-law after the approval by the village assembly in order to increase the efficiency, if needed. All amendments have to be approved by the Muheza District Council before they can be used.

11. THE DATE OF COMMENCEMENT

This by-law will become into power after being approved by Muheza District Council.

SECTION THREE

12. SIGNATURES

Matemboni village council officially stamped this by-law following the decisions of the village assembly and meeting of the village council conducted on the date of:

.....
And this stamp was marked in front of:

.....
The chairperson of Matemboni village government.

.....
The secretary of Matemboni village government.

AGREED AND APPROVED BY WARD DEVELOPMENT COMMITTEE OF MHINDURO

..... Date.....
Mhinduro Ward Executive Officer in Muheza District.

AGREED AND APPROVED BY MUHEZA DISTRICT COUNCIL.

..... Date

Muheza District Council Chairperson

..... Date

Muheza District Executive Director

Appendix 9. Example of VFR management plan and by-law

Appendix 9.1. In Swahili

MPANGO WA UENDESHAJI WA MSITU WA KIZINGATA – ZIRAI, 2002

1. UTANGULIZI

Msitu wa Kizingata uko katika Kijiji cha Zirai, Wilaya ya Muheza katika mkoa wa Tanga. Kijiji cha Zirai kilipata wazo la kuhifadhi misitu wa Kizingata chini ya Serikali ya Kijiji mnamo 1992. Wanakijiji wa Zirai waliona kuwa kulikuwa na malengo ya kuhifadhi au kupanua hifadhi ya msitu wa Nilo, ambao ni wa serikali kuu hivyo wakapata wazo la kuhifadhi sehemu yenye msitu uliyohifadhika kimila.

Ili kuwa na uhifadhi endelevu, timu ya kuandaa mpango wa uendeshaji wa msitu huu iliundwa. Timu ya kuandaa mpango huu ilichaguliwa na mkutano mkuu wa Kijiji cha Zirai. Timu hii ilichaguliwa kufuata uwakilishi ufutao; kila kitongoji, taasisi za dini, ukoo unaotambika, jinsi (me, ke), waganga wa jadi na vijana. Jumla ya wajumbe wa timu ilioandaa mpango huu ni 14 (wanaume 9 wanawake 5). Timu hii ilianza kazi yake tarehe 3/10/2001 hadi ilipotoa rasimu ya kwanza mwezi Mach, 2002. Majina ya wajumbe wa timu ya kuandaa mpango yameambatanishwa (Angalia kiambatisho D).

2. HISTORIA YA MSITU WA KIZINGATA

Hapo zamani za kale kulikuwa na mtu mmoja jina lake MANGEEMO alikuwa anakaa kule Kizingata, muda aliokaa kule babu yetu sisi ndie anaajua. Babu yetu huyo jina lake Ngoghodo. Ngoghodo alimzaa, Shemzigwa ambaye alimzaa Shekimwei ambaye ndie baba yetu sisi akina Mhina - Kipili.

Enzi hizo kulikuwa na miiko ya kuingia ndani ya msitu. Ilikuwa ni marufuku kuingia bila idhini. Miiko yake ilikuwa kama ifuatavyo:
Baadhi ya makabila kutoingia msituni kama vile Wakilindi ambao hao ni watawala wa enzi hizo. Kukata miti mikubwa hairuhusiwi.

Msitu wa Kizingata enzi hizo ulikuwa na maajabu sana. Kulikuwa na mto unaitwa Nenguku ndani ya mto huo kuna ziwa na ziwa hilo lilikuwa linapanda mlimani (Kizingata) na kuzoa kuku au kondoo.

Msitu Kizingata pia una maajabu hadi sasa ya kusikia sauti za watu juu ya miti. Pia kuna pango ambalo lina mtungi ambao kata yake ni nyoka mkubwa na kuna pango lingine linazaliana ndege aina ya kunguru na ukisimama juu ya pango hili unaona mji (kaya) wa kijiji cha Handei na mji wa Tanga.

Mmiliki mkuu wa msitu huu ni kabila la **KIHEA** mtani wa Wakilindi. Hapo nyuma kidogo miaka ya 1960, tulivyoona sisi msitu huo ulikuwa mnene sana. Na kwenye miaka 1980 hali ilibadilika

msitu ulipungua unene na wanyama kutoweka, kwani waliingia masingasinga wakakata magogo ya mbao na kuvuna miti mikubwa aina ya kulo, msambu, kuti na mitambaa. Kutokana na hali hiyo ndio maana leo hivi tunapenda mpango au taratibu hizi za kuhifadhi tuzitumie ili sheria za dola zitumike kutunza msitu wa Kizingata na kuutangaza kuwa msitu wa Kizingata ni msitu wa Kijiji cha Zirai.

3. ENEO, MIPAKA NA RASILIMALI ZA MSITU

Msitu wa hifadhi ya kijiji wa Kizingata uko katika Kijiji cha Zirai, Wilaya ya Muheza katika mkoa wa Tanga. Ndani ya kijiji cha Zirai uko katika kitongoji cha Kwevumo na Kwemagongo. Msitu wa Kizingata una eneo la hekta sita nukta mbili (6.2 ha).

Mipaka ya msitu wa Kizingata iliwekwa na wazee wa ukoo wa Kihea na kukubalika kwenye mkutano mkuu uliofanyika tarehe 27/09/2001. Mipaka ya msitu wa Kizingata ilipimwa rasmi kwa ushirikiano wa wanakijiji na solvea kutoka Idara ya Misitu na Nyuki (Kiambatisho A). Kabla ya kupima msitu huu, timu ya kuandaa mpango ilichora ramani shirikishi ili kuweza kugawa maeneo ya msitu na rasilimali zake na kuanisha mipaka iliyowekwa na wazee wa Kihea na pia kama kuna marekebisho yafanyike kwanza (Kiambatisho B). Msitu wa Kizingata kwa upande wa Mashariki-Kaskazini umepakana na Kitongoji cha Kwevumo; upande wa Magharibi umepakana na Kwe-mbamba na Bweni; upande wa Kusini umepakana na Kitongoji cha Kwemagongo na upande wa Kaskazini umepakana na Mgombewa karibu na mto Nenguku.

Timu ya kuandaa mpango wa msitu wa Kizingata ilifanya tathimini shirikishi ya kuanisha rasilimali zilizoko ndani ya msitu wa Kizingata. Matokeo ya tathimini hiyo yako kwenye kiambatisho C. Kuna mimea inayotumika kwa ajili ya dawa zaidi ya 13 na miti mikumbwa aina zaidi ya 10, kamba aina zaidi ya 3, wadudu kama vile vipepeo, ndege na wanyama wasio wakali kama vile kuhe, funo na nguruwe.

4. MALENGO

Msitu wa Kizingata utaendeshwa ili kufikia lengo kuu la kuhifadhi msitu huu. Ili kufikia lengo kuu inabidi kuwe na malengo maalumu pamoja na viashiria vya kupimia shughuli. Malengo haya ni kama yafuatavyo:

Lengo kuu	Malengo maalum	Viashirio
Kuhifadhi msitu ili kudhibiti kutotoweka kwa wanyama, mimea na viumbe hai vilivyomo ndani ya msitu wa Kizingata kwa ajili ya vizazi vya leo na vijavyo	1. Kuelimisha jamii kuhusu hifadhi ya msitu wa Kizingata na misitu ya jamii	1.1. Ujenzi wa nyumba za matofali 1.2. Upandaji miti 1.3. Majiko sanifu yanatumika. 1.4. Hifadhi ya ardhi –makinga maji yanatumika.
	2. Kuvutia wageni - kwa ajili ya utalii wa kiikologia (utalii wa viumbe hai ndani ya msitu) na utalii wa kiutamaduni.	2.1. Idadi ya wageni . 2.2. Fedha zilizolipwa. 2.3. Kuwepo kwa ngoma za utamaduni kama bati, kilachi vonje, modogori na sikinde.
	3. Kuimarisha ulinzi wa msitu	3.1. Hakuna vinjia haramu. 3.2. Mpaka uwe safi mara kwa mara. 3.3. Miti imepandwa na kudumu mpakani. 3.4. Kufuata sheria ndogo.

5. TARATIBU ZA UENDESHAJI WA SHUGHULI ZA MSITU

Taratibu za uendeshaji zitazingatia mpango huu na Kamati ya msitu itachaguliwa.

5.1. Kamati ya Msitu

Kamati ya msitu ndiyo mwendeshaji (meneja) wa shughuli za msitu. Kamati ya msitu itachaguliwa na mkutano mkuu wa kijiji cha Zirai. Jumla ya wajumbe wote ni 12 ndani ya hao wajumbe kutakuwa na **mwenyeketi**, **katibu** na **mhasibu** ambao watachaguliwa mbele ya mkutano mkuu.

Katika kuchagua kamati uwakilishi ufuatao utazingatiwa ili kuboresha utendaji wa kazi na majukumu ya kamati. Uwakilishi wa wajumbe wawili wakutoka kila kitongoji ukizingatia jinsi (5me na 5ke). Pia kutakuwa na uakilishi wa ukoo unaotambika wajumbe wawili (2me). Pia uchaguzi wa uakilishi wa vitongoji utazingatia sifa zifuatazo; fani ya uganga wa jadi, vijana na elimu ya mjumbe. Jumla ya wajumbe wa kamati ni 12 (7me na 5ke).

Kamati itafanya kazi kwa muda wa miaka mitatu. Ushirikiano wa kamati ya msitu na serikali ya kijiji lazima uwe wazi kiutendaji. Kamati itatoa taarifa kwenye Serikali ya kijiji kila miezi mitatu, serikali ya kijiji itawasilisha taarifa hizo kwenye mkutano mkuu baada ya miezi 6. Pia taarifa za kamati ya msitu itapeleka taarifa zake kwa Afisa Misitu (W) na Afisa Hifadhi Misitu kwa ufahamisho na ushauri.

Kwa mujibu wa mpango huu Mwenyekiti wa Kamati ya msitu atakuwa msimamizi mkuu wa shughuli za kamati. Katibu ataitisha mikutano ya kamati ya msitu na kutunza kumbukumbu zote. Mhasibu ni mtunza hazina na kutunza mahesabu.

Kamati itakutana mara mbili (2) kwa mwezi. Pia Kamati itashughulikia wajumbe wa kamati wasiohudhuria mikutano mitatu bila ya taarifa itakuwa wamejifukuza kwenye kamati ya msitu

mwenyewe. Wajumbe wa serikali ya kijiji na wajumbe wa kamati ya msitu kama wakibainika kuwa na makosa ndani ya msitu wa kijiji watakuwa wamejifukuzisha kuwa wajumbe wa serikali ya kijiji au uanakamati wa msitu wa Kizingata.

5.2. Wajibu wa wadau

Wanakijiji

- Wanakijiji watahusika katika shughuli za kiutendaji za msitu wa Kizingata

Serikali ya Kijiji

- Kuhamasisha wanakijiji kuhusu shughuli za msitu wa Kizingata
- Kusimamia sheria ndogo za msitu wa Kizingata
- Kuongoza Kamati ya msitu wa Kizingata

Serikali kuu

- Kutoa utaalumu wa misitu kwa wananchi wa Zirai

Halmashauri ya Wilaya

- Kupitisha sheria ndogo
- Kuleta wataalamu
- Kupokea ripoti za msitu wa Kizingata

6. SHUGHULI ZA UENDESHAJI

SHUGHULI	LENGO	WAHUSIKA	MUDA
1. Tambiko	Kuendeleza mila na desturi	Ukoo wa Kihea, Kamati ya Msitu	Inapohitajika
2. Kufufua barabara ya ya kwenda Kizingata	Kuvutia watalii	Serikali ya Kijiji, Wanakijiji, Kamati ya Msitu	August-Sept. na Januari- Machi
3. Kuitisha mikutano, na kupata semina juu uhifadhi wa misitu	Kuelimisha wananchi	Serikali ya Kijiji Kamati ya msitu Wataalam	Wakati wote
4. Doria na ulinzi wa msitu	Kulinda msitu	Walenzi, Kamati ya Msitu, Wanakijiji Serikali ya Kijiji	Wakati wote
5. Upandaji miti ndani ya msitu na mpakani	Kuendeleza maeneo yaliyo wazi na kuanisha mpaka	Wanakijiji Kamati ya Msitu Serikali ya Kijiji	April na Oktoba
6. Usafi wa mipaka	Kuzuia moto	Wanakijiji Kamati ya Msitu Serikali ya Kijiji	Januari-Februari na August-Septemba
7. Kutangaza msitu wa Kizingata, na Kuainisha vivutio vya utalii na kusambaza	Kuvutia watalii	Kamati ya msitu, Vikundi vya utamaduni, Wataalamu	Wakati wowote Januari

7. UKAGUZI NA ULINZI WA MSITU

- i. Itakuwa ni jukumu la kamati ya msitu kuhakikisha inateua walinzi wa kufanya doria ndani na kuzunguuka mipaka ya msitu wa Kizingata ili kudhibiti uharibifu wa msitu. Kila kitongoji mlinzi mmoja (1) jumla walinzi watano. Walinzi wataongozwa na kamati ya msitu. Walinzi wanawajibika kumkamata mhalifu na kumfikisha kwenye kamati ya msitu.
- ii. Ulinzi huu utafanywa kila siku na walinzi watatoa taarifa kwa kamati ya msitu. Walinzi watadumu katika kazi ya ulinzi kwa muda wa mwaka mmoja. Walinzi atapewa motisha au zawadi kwa kazi nzuri bali na pia shughuli za msalagambo watasamehewa.
- iii. Mwenyekiti wa kitongoji anawajibu kwa kuona maeneo yote ya msitu katika kitongoji chake yanatunzwa kama ilivyo katika sheria ya msitu mwaka 2002. Na kila anayepakana na msitu ni mlinzi moja kwa moja kwa mujibu wa mpango huu ili kuweza kutambua uharibifu mapema zaidi.
- iv. Kamati ya msitu ndiyo mwangalizi mkuu wa msitu na itaongozwa na kukaguliwa na serikali ya kijij. Itakuwa na jukumu la kamati ya msitu kuona kuwa walinzi wa msitu pamoja na wenyeviti wa vitongoji wanadhhibiti uharibifu msituni. Kamati hii pia itakuwa inatoa vibali na kusimamia mapato yote ambayo yanatokana na faini mbalimbali na inayo mamlaka ya kumkamata mhalifu na kumfikisha katika baraza la Serikali ya kijiji, ikishindikana mhalifu/wahalifu wapeleke mahakamani.
- v. Kila mwananchi wa kijiji cha Zirai atawajibika kuhakikisha kuwa uharibifu haufanyiki katika msitu wa Kizingata kwa kutoa taarifa kwa Mwenyekiti wa Kitongoji au Katibu wa Msitu au Katibu wa kijiji au kwa kiongozi wa kijiji cha Zirai
- vi. Kiongozi yeyote wa serikali ya kijiji cha Zirai anayo mamlaka ya kumkamata mtu yeyote anayefanya kosa kinyume cha Sheria ya msitu wa Kizingata na kumfikisha katika baraza la kijiji ili hatua za kisheria zichukuliwe dhidi yake.
- vii. Mwananchi akitaka kuchoma moto shambani karibu na msitu wa Kizingata aonane na kamati ya msitu.

8. MATUMIZI YA MAZAO YA MISITU

8.1. Matumizi yaliyopigwa marufuku

- i. Kupasua mbao
- ii. Kukata miti ya jengo/nguzo/fito/kamba
- iii. Kuokota kuni
- iv. Kuchuma mboga za majani/uyoga
- v. Kurina asali/nta
- vi. Kuchungulia Pango la tambiko.
- vii. Kuwinda wanyama
- viii. Kuchunga mifugo
- ix. Kulima ndani ya msitu

8.2. Matumizi yanayohitaji kibali na ushuru

- i. Wageni wa kutembelea msituni watatoa ushuru kwa mtunza hazina wa Kamati ya msitu wa Kizingata.
 - Wageni Watanzania watalipa Ths 1000 kila mmoja.

- Wanafunzi Watanzania watalipa TSh 300.
- Wageni wasio Watanzania watalipa Dola 4 za Marekani.
- ii. Dawa watachukuwa kwa kibali kutoka kamati ya msitu
- iii. Pikiniki itakuwa mchana tu kwa wageni na watapewa kibali na kamati ya msitu.
- iv. Tambiko litafanywa na ukoo husika kwa kibali toka kamati ya msitu

9. NAMNA YA KUSHUGHULIKIA MAKOSA

Kwa kulingana na sheria ndogo ya msitu wa Kizingata, mhalifu yeyote atakayekamatwa na kosa msituni atafikishwa kwenye kamati ya msitu. Suala lake litashughulikiwa katika baraza la kijiji na ukoo unaotambika na akishindikana basi atapelekwa mahakamani kama ilivyoeleza sheria ndogo ya msitu.

10. UTUNZAJI WA KUMBUKUMBU

- Utunzaji ya kumbukumbu za (faili) mikutano ni Katibu wa kamati ya msitu wa Kizingata
- Vitabu vya ushuru na faini na kitabu cha vibali vitatunzwa na Mhasibu wa kamati ya msitu
- Kitabu cha doria kitatunzwa na Katibu wa kamati ya msitu
- Kitabu cha akiba ya banki kitatunzwa na Mhasibu wa kamati ya msitu
- Kitabu cha mapato na matumizi kitatunzwa na Mhasibu wa kamati ya msitu.

11. UTUNZAJI NA MATUMIZI YA FEDHA

- Mhasibu wa kamati ya msitu amepewa majukumu ya kutunza fedha zitokanazo na msitu wa Kizingata.
- Ukaguzi wa mahesabu wa ndani utafanywa na Bwana shamba wa kata ya Zirai, mwenyekiti wa kamati ya msitu, katibu wa kamati ya msitu pamoja na ukaguzi huo utafanyika mara mbili kwa mwaka na taarifa yao itapelekwa kwanye serikali ya Kijiji.
- Mkaguzi wa nje ni Afisa Ushirika toka Wilayani Muheza na atakagua mara moja kwa waka.

Matumizi ya mapato ya msitu yanaweza kuuwa kama yafuatayo;

- Ujenzi wa ofisi (shughuli) ya msitu
- Posho kwa wajumbe wa kamati ya msitu na walinzi wanaojituma.
- Posho kwa ajili ya safari za mafunzo/semina
- Vifaa kwa ajili ya matumizi ya ofisi ya msitu.
- Kutoa asilimia 10% wa ukoo unaotambika wa Kihea
- Idhini ya matumizi ya fedha za msitu wa Kizingata itatolewa na Halmashauri ya serikali ya kijiji na watakaoweka sahihi ni mwenyekiti wa Kamati ya msitu wa Kizingata na mwenyekiti wa kijiji cha Zirai.

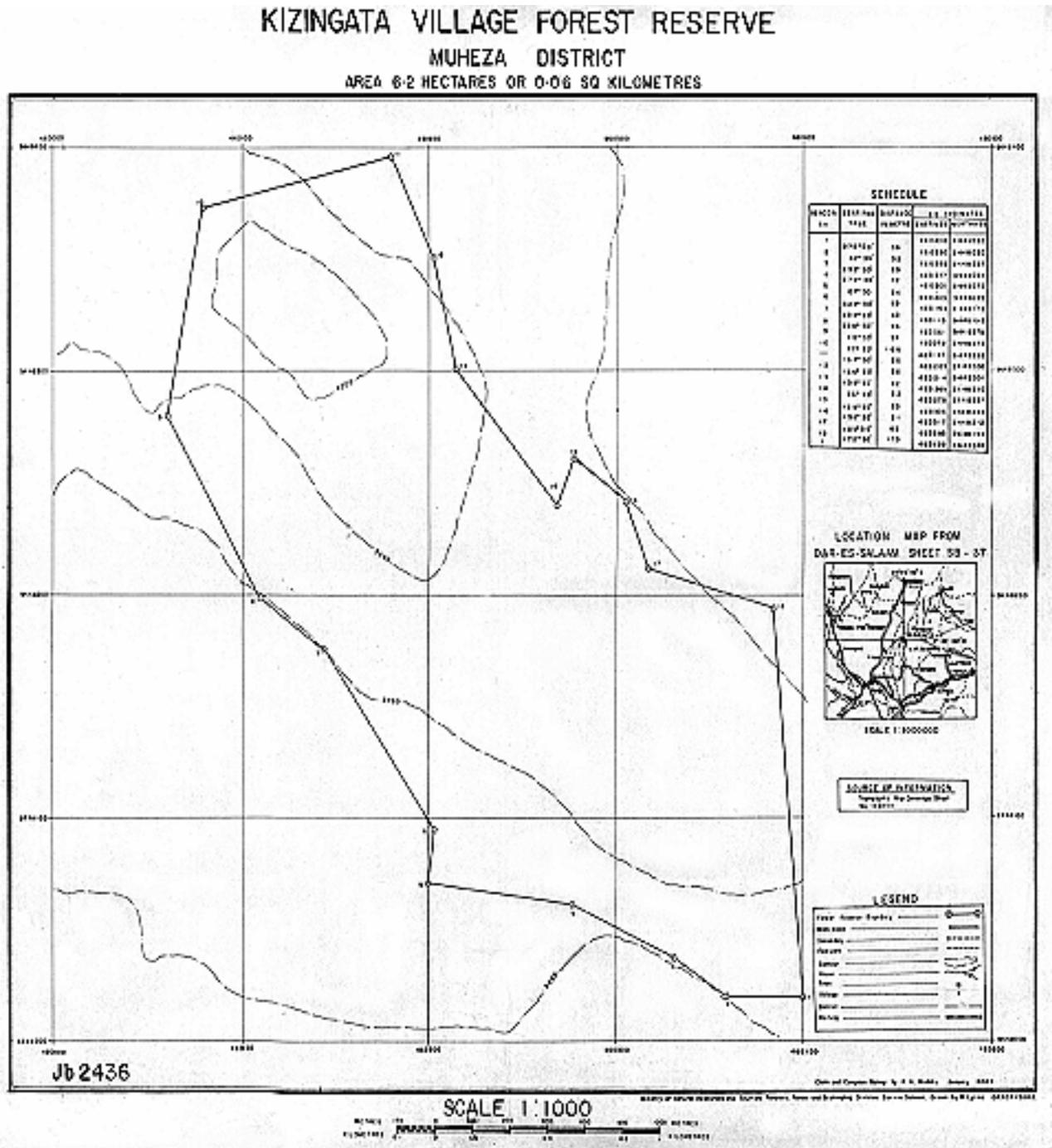
12. UFUATILIAJI NA UPIMAJI WA MAFANIKIO

Kutakuwa na ufuatiliaji na upimaji wa mafanikio. Ufuatiliaji wa shughuli za uendeshaji utafanywa na Kamati ya msitu wa Kizingata. Upimaji wa kuangalia kama malengo yaliyopangwa kwenye mpango yanafikiwa kwa kuangalia kama viashiria vinaonekana. Upimaji huu utafanywa na Kamati ya msitu Afisa Mtendaji, Serikali ya kijiji na Wataalam Msitu. Upimaji huu utafanyika mara moja kwa mwaka.

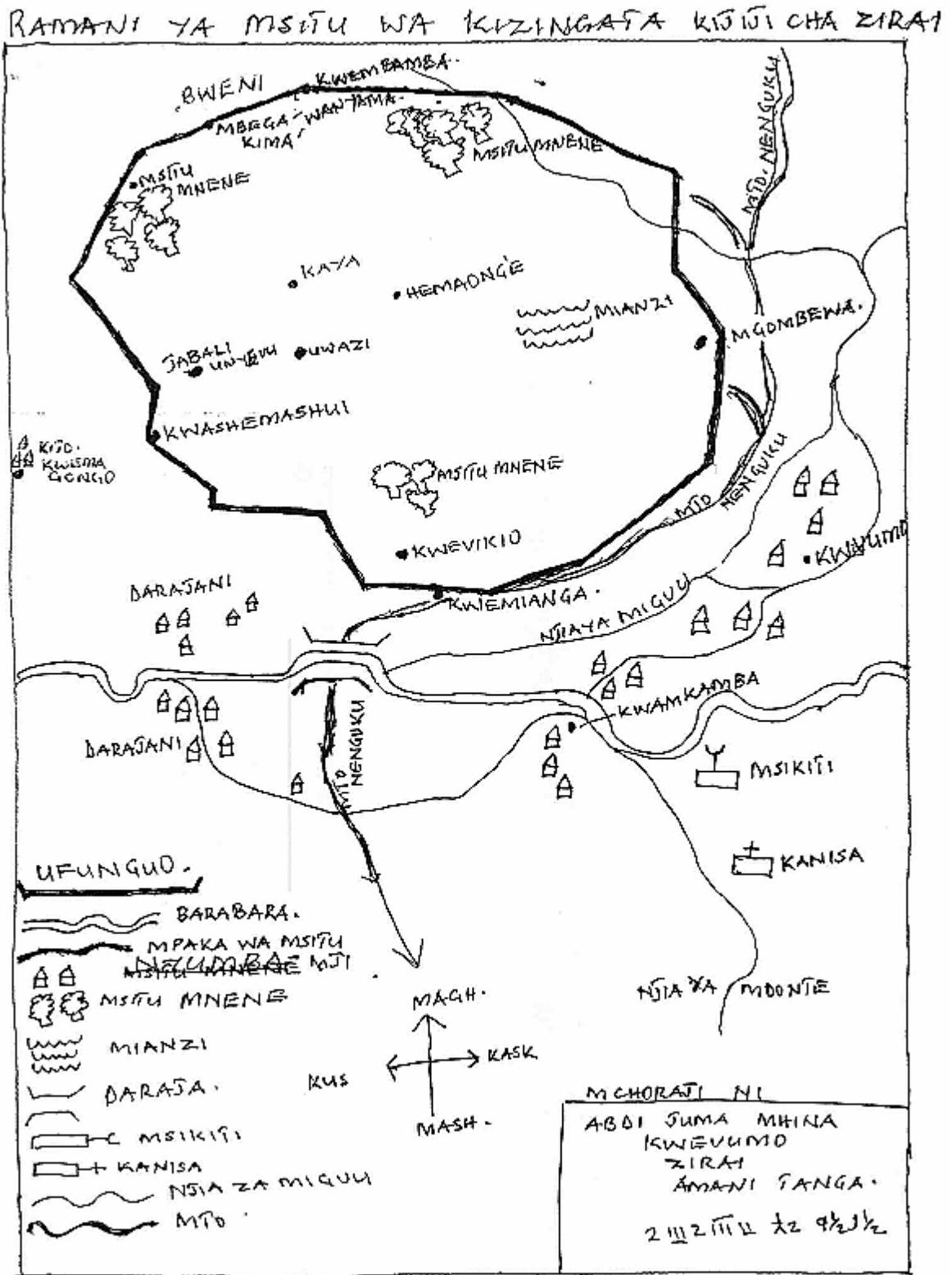
13. MAJARIBIO YA MPANGO

Kipindi cha majaribio kiwe muda wa miaka mitatu (3) baada ya hapo mpango unaweza kufanyiwa marekebisho kwa mujibu wa mapungufu yaliojitokeza.

KIAMBATISHO A Ramani ya mpaka ya Kizingata



KIAMBATISHO B Ramani shirikishi ya Kizingata



KIAMBATISHO C**JEDWALI LA RASILIMALI ZA MSITU WA KIJJI – KIZINGATA - ZIRAI**

AINA YA RASILIMALI	JINA LA ASILI	MATUMIZI YAKE	JINA LA KITAALAM
Mimea	Mnyasa	Mbao	
Mimea	Mshai	Mbao	
Mimea	Bokoboko	Mbao	
Mimea	Kulo (Camphor)	Mbao	
Mimea	Mfimbo	Mbao	
Mimea	Mkwingina	Mbao, matunda	
Mimea	Mhesi	Mbao, kuni, matunda yanaliwa na ndege - Hondohondo	
Mimea	Msaa	Miti ya kujengea	
	Ng'wiza	Miti ya kujengea, rangi yakupaka kwenye nyungo	
	Mbonyati	Fito za kujengea	
Mimea	Mpumu Mshilimi	Dawa; inarutubisha ardhi	
Mimea	Mkuyu	Kuhifadhi vyanzo vya maji matumizi yake chakula cha porini	
Mimea	Mbula	Kuni	
Mimea	Ng'anga	Dawa/Kuni	
Mimea	Tambwe	Dawa ya watoto	
Mimea	Ng'oko	Dawa	
Mimea	Kimungwe	Kuni	
Mimea	Mkonde	Matunda	
Mimea	Msambia	Matunda	
Mimea	Mlambelambe	Nguzo	
Mimea	Kibeu	Mipini, Mwiko	
Mimea	Kiandama	Dawa	
Mimea	Ukokozi	Dawa	
Mimea	Umpoko	Kamba, Dawa	
Mimea	Zengamkuku	Fito	
Mimea	Msambu	Mafuta (ya kupikia)	
Mimea	Long'e	Dawa	
Mimea	Umpemba Mkongoo Saami Kititi	Kamba	
Mimea	Mkeche Vyeve Msasa Ngovai	Dawa	

AINA YA RASILIMALI	JINA LA ASILI	MATUMIZI YAKE	JINA LA KITAALAM
	Mvumo		
Mimea	Ng'waati Kihambie Mkuhe Mnkutu	Mipini ya majembe	
Mimea	Mshunduzi Mbaika	Kuni	
Mimea	Sangana	Kuni	
Mimea	Sosokeo Mzikozi Mpapata Mshuza Mzungu Mngoimazi	Kamba	
Mimea	Mkalanga	Majani ya ng'ombe	
Mimea	Siu		
Mimea	Msamaka	Matunda kwa dawa Watu na Wanyama	
Mimea	Mlanzi	Nyungo – vikapu	
Wanyama	Nguruwe	Nyama	
Wanyama	Funo Kuhe	Nyama	
Ndege	Hondohondo Kumbuu Hole Kubo		
Wadudu	Vipepeo		

KIAMBATISHO D**TIMU YA KUANDAA MPANGO.**

- | | | | |
|-----|--------------------------|---|------------------|
| 1. | Ramadhani K. Shemzinghwa | - | M/kiti |
| 2. | Amina Rogers | - | Katibu |
| 3. | Hassani S. Shemzinghwa | - | Mjumbe - Taasisi |
| 4. | Julius Issack | - | Mjumbe - Taasisi |
| 5. | Hatibu Shemzigwa | - | Mjumbe |
| 6. | Amina Kajembe | - | Mjumbe |
| 7. | Mwanaisha Walles | - | Mjumbe |
| 8. | Hiza Petro | - | Mjumbe |
| 9. | Lernard Mdoe | - | Mjumbe |
| 10. | Zaina Hassani | - | Mjumbe |
| 11. | Juma Athman | - | Mjumbe |
| 12. | Omari Ramadhani | - | Mjumbe |
| 13. | Rajabu Sebalua | - | Mjumbe |
| 14. | Halima Hamisi | - | Mjumbe |

KIJIJI CHA ZIRAI
SHERIA ZA SERIKALI ZA MITAA, SERIKALI ZA VIJIJI (1982)
SHERIA Na. 7 YA 1982
SHERIA NDOGO ILIZOUNDWA CHINI YA KIFUNGU CHA 120 (1) NA 163

A. SEHEMU YA KWANZA

1. UTANGULIZI

Sheria ndogo hii ilitungwa kwa mara ya kwanza mwaka 2002, kwa lengo la kulinda, kuendeleza na kuweka matumizi endelevu ya rasilimali za msitu wa hifadhi wa kijiji wa Kizingata, ulio chini ya uendeshaji na ulinzi wa kijiji cha Zirai kilichopo kata ya Zirai, Tarafa ya Amani, Wilaya ya Muheza na Mkoa wa Tanga. Sheria ndogo hii imetungwa na sambamba na mpango wa uendeshaji wa msitu wa Kizingata. Aidha zimezingatia lengo la kuhifadhi, hali halisi ya msitu na mazingira yake.

2. JINA LA SHERIA NDOGO

Sheria ndogo hii iitwe sheria ndogo ya mwaka 2001 ya kutunza, kuendesha, kulinda na kuhifadhi msitu wa asili wa Kizingata wa kijiji cha Zirai, kwa matumizi endelevu.

3. TAFSIRI YA MANENO KATIKA SHERIA HIZI

- ◆ **Afisa Misitu** - Maana yake ni mtaalamu wa Idara ya Misitu atakayesimamia na kutoa ushauri kwa shughuli zinazohusu hifadhi ya misitu katika kijiji cha Zirai - Kizingata.
- ◆ **Afisa Mtendaji wa Kijiji** - Maana yake ni mtu aliyechaguliwa kufanya kazi za ukatibu wa serikali ya kijiji cha Zirai.
- ◆ **Kamati ya msitu** - Maana yake ni wajumbe waliochaguliwa na Mkutano mkuu wa wanakijiji wa Kijiji cha Zirai (kufuata vigezo vilivyowekwa katika mpango wa msitu-Kizingata) ili kusimamia shughuli zote za msitu wa Kizingata kwa niaba ya wanakijiji wa Kijiji cha Zirai.
- ◆ **Katibu wa kamati ya msitu** - Maana yake ni Katibu aliyechaguliwa mbele ya mkutano mkuu ili kuratibu shughuli za kila siku za msitu wa Kizingata na kutunza kumbukumbu za msitu.
- ◆ **Kibali** - Maana yake ni idhini ya kimaandishi inayotolewa na mamlaka husika kufanya tendo/jambo fulani ndani na nje ya msitu wa hifadhi ya Kijiji - Kizingata.
- ◆ **Kitongoji** - Maana yake ni sehemu ya kijiji cha Ziari kama inavyofahamika na kijiji cha Ziari ndani ya mamlaka ya Halmashauri ya Wilaya ya Muheza.
- ◆ **Leseni** - Maana yake ni kibali cha maandishi kinachoambatana na stakabadhi ya malipo, kinachoruhusu uvunaji au utumiaji wa mazao ya misitu kwa masharti yaliyowekwa.
- ◆ **Mazao ya misitu** - Ni mazao yote yaliyo timbao na yasiyo timbao, ikiwa ni pamoja na udongo, mchanga, kokoto, mawe, asali, nta na mimea yote iliyo juu ya uso wa ardhi.
- ◆ **Mhasibu** - Ni mjumbe wa kamati ya msitu wa Kizingata aliyechaguliwa mbele ya mkutanomkuu wa Kijiji cha Zirai ili atunze hazina ya itokanayo na msitu wa Kizingata.
- ◆ **Mifugo** - Maana yake ni wanyama wote wafugwao ambao huishi kwa kula miti, majani na nyasi, hii ni pamoja na ng'ombe, mbuzi, kondoo, punda, nguruwe na kadhalika.
- ◆ **Mlinzi/walinzi wa msitu** - Maana yake ni mtu au watu walioteuliwa na Kamati ya Msitu wa Kizingata kufanya kazi ya doria au ulinzi katika msitu wa hifadhi wa Kizingata.
- ◆ **Msitu wa hifadhi wa Kijiji** - Maana yake ni msitu wa asili wa Kizingata ndani ya kijiji cha Zirai pamoja na rasilimali zilizomo.

- ◆ **Mwenyekiti wa kamati ya msitu** - Maana yake ni Mwenyekiti aliyechaguliwa mbele ya mkutano mkuu ili kuongoza kamati ya msitu katika kusimamia na kuendesha mpango endelevu wa msitu wa Kizingata.
- ◆ **Mwenyekiti wa kijiji** - Maana yake ni mwenyekiti wa serikali ya kijiji cha Zirai kwa mujibu wa sheria za vijiji.
- ◆ **Mwenyekiti wa Kitongoji** - Maana yake ni mtu yeyote aliyechaguliwa kuchukua madaraka ya uenyekiti katika ngazi ya kitongoji katika kijiji cha Zirai kwa mujibu wa taratibu za vijiji.
- ◆ **Serikali ya kijiji** - Maana yake ni serikali ya kijiji cha Zirai.

4. MIPAKA YA MSITU KIZINGATA

Msitu wa hifadhi ya kijiji wa Kizingata uko katika Kijiji cha Zirai, Wilaya ya Muheza katika mkoa wa Tanga. Ndani ya kijiji cha Zirai uko katika kitongoji cha Kwevumo na Kwemagongo. Msitu wa Kizingata una eneo la hekta sita nukta mbili (6.2 ha).

Mipaka ya msitu wa Kizingata iliwekwa na wazee wa ukoo wa Kihea na kukubalika kwenye mkutano mkuu uliofanyika tarehe 27/09/2001. Kwa upande wa Mashariki kaskazini umepakana na Kitongoji cha Kwevumo; upande wa Magharibi umepakana na Kwe-mbamba na Bweni; upande wa Kusini umepakana Kitongoji cha Kwemagonngo na upande wa Kaskazini umepakana na Mgombewa karibu na mto Nenguku. Mipaka ya msitu wa Kizingata ilipimwa rasmi kwa ushirikiano wa wanakijiji na solvea kutoka Idara ya Misitu na Nyuki (Kiambatanisho A).

5. MWANGALIZI MKUU WA MSITU WA KIZINGATA

Kwa mujibu wa sheria ndogo hii muangalizi mkuu wa msitu wa Kizingata ni Kamati ya msitu wa Kizingata. Kamati hii ndogo itafanya kazi zake chini ya kamati ya ustawi wa jamii ya Kijiji. Kamati ya msitu itachaguliwa na mkutano mkuu na itadumu kwa kipindi cha miaka mitatu.

B. SEHEMU YA PILI

6. MATUMIZI YA MAZAO YA MISITU

6.1. Matumizi yaliyopiagwa marufuku katika msitu wa hifadhi wa Kizingata

Mtu yeyote atakayefanya matendo yafuatayo katika msitu wa hifadhi wa Kizingata, atakuwa amevunja sheria kulingana na sheria ndogo hii:

- i. Kupasua mbao
- ii. Kukata Miti ya jengo/nguzo/fito/kamba
- iii. Kuokota kuni
- iv. Kuchuma mboga za majani/uyoga
- v. Kurina asali/nta
- vi. Kuchunga mifugo
- vii. Kuchungulia Pango la tambiko
- viii. Kulima ndani ya msitu
- ix. Kuwinda wanyama.

6.2. Matumizi yanayohitaji kibali cha maandishi na ushuru.

Itakuwa kosa kwa mtu yeyote kuingia msituni kufanya tendo kati ya vitendo vifuatavyo bila kuwa na kibali cha maandishi toka katika kamati ya msitu wa Kizingata.

- i. Wageni wa kutembelea msituni watatoa ushuru kwa mtunza hazina wa Kamati ya msitu wa Kizingata.
 - Wageni Watanzania watalipa TSh 1000 kila mmoja.
 - Wanafunzi Watanzania watalipa TSh 300.
 - Wageni wasio Watanzania watalipa Dola 4 za Marekani.
- ii. Dawa watachukuwa kwa kibali kutoka kamati ya msitu
- iii. Pikiniki itakuwa mchana tu kwa wageni na watapewa kibali na kamati ya msitu.
- iv. Tambiko litafanywa na ukoo husika kwa kibali toka kamati ya msitu

Ileweke kwamba kwa mujibu wa mpango huu na sheria hii ndogo hakuna matumizi ya leseni.

7. UKAGUZI NA ULINZI WA MSITU WA KIZINGATA

- i. Itakuwa ni jukumu la kamati ya msitu kuhakikisha inateua walinzi wa kufanya doria ndani na kuzunguuka mipaka ya msitu wa Kizingata ili kudhibiti uharibifu wa msitu. Kila kitongoji mlinzi mmoja (1) jumla walinzi watano. Walinzi wataongozwa na kamati ya msitu. Walinzi wanawajibika kumkamata mhalifu na kumfikisha kwenye kamati ya msitu.
- ii. Ulinzi huu utafanywa kila siku na walinzi watatoa taarifa kwa kamati ya msitu. Walinzi watadumu katika kazi ya ulinzi kwa muda wa mwaka mmoja. Walinzi atapewa motisha au zawadi kwa kazi nzuri bali na pia shughuli za msalagambo watasamehewa.
- iii. Mwenyekiti wa kitongoji anawajibu kwa kuona maeneo yote ya msitu katika kitongoji chake yanatunzwa kama ilivyo katika sheria ya msitu mwaka 2002. Na kila anayepakana na msitu ni mlinzi moja kwa moja kwa mujibu wa mpango huu ili kuweza kutambua uharibifu mapema zaidi.
- iv. Kamati ya msitu ndiyo mwangalizi mkuu wa msitu na itaongozwa na kukaguliwa na serikali ya kijij. Itakuwa na jukumu la kamati ya msitu kuona kuwa walinzi wa msitu pamoja na wenyeviti wa vitongoji wanadhhibiti uharibifu msituni. Kamati hii pia itakuwa inatoa vibali na kusimamia mapato yote ambayo yanatokana na faini mbalimbali na inayo mamlaka ya kumkamata mhalifu na kumfikisha katika baraza la Serikali ya kijiji, ikishindikana mhalifu/wahalifu wapeleke mahakamani.
- v. Kila mwananchi wa kijiji cha Zirai atawajibika kuhakikisha kuwa uharibifu haufanyiki katika msitu wa Kizingata kwa kutoa taarifa kwa Mwenyekiti wa Kitongoji au Katibu wa Msitu au Katibu wa kijiji au kwa kiongozi wa kijiji cha Zirai
- vi. Kiongozi yeyote wa serikali ya kijiji cha Zirai anayo mamlaka ya kumkamata mtu yeyote anayefanya kosa kinyume cha Sheria ya msitu wa Kizingata na kumfikisha katika baraza la kijiji ili hatua za kisheria zichukuliwe dhidi yake.
- vii. Mwananchi akitaka kuchoma moto shambani karibu na msitu wa Kizingata aonane na kamati ya msitu.

8. ADHABU

Adhabu za watakaobainika kuwa na makosa kwa mujibu wa sheria hii ndogo ni kama ifuatavyo;

- Wajumbe wa serikali ya kijiji na wajumbe wa kamati ya msitu kama wakibainika kuwa na makosa ndani ya msitu wa kijiji watakuwa wamejifukuzisha kazi wao wenyewe
- Kwa mtu yeyote atakayepatikana na makosa yanayoangukia katika matendo ya sehemu ya (6.1) na (6.2) ya matumizi ya mazao ya misitu, atatozwa faini ya shilingi elfu ishirini (sh 20,000/=) tu pamoja na kutaifisha mazao ya misitu aliyokutwa nayo na kuwa mali ya kiji cha Zirai.
- Iwapo mjumbe wa Serikali ya Kijiji au mjumbe wa Kamati ya Msitu atapatikana na kosa linalohusu sehemu (6.1) na (6.2) atatozwa faini shilingi elfu ishirini na tano (shs.25,000/=) tu pamoja na kutaifishiwa mazao ya misitu.
- Mlinzi wa msitu akibainika na kosa katika kazi yake ya ulinzi wa msitu wa Kizingata atalipa faini sh15,000/= na kusimamishwa katika kazi ya ulinzi.
- Na iwapo sio mwanakijiji wa kijiji cha Zirai na akashikwa na kosa ndani ya msitu wa Kizingata kwa mujibu wa sheria hii ndogo, adhabu yake ni shilingi 50,000/= pamoja na kutaifishwa mali hiyo yote kuwa mali ya Kijiji cha Zirai.
- Adhabu za kimila (kijadi) kwa koo husika (KIHEA) kwa mkosaji lazima iwepo nayo ni mbuzi (shughusha) kutoka kwa mkosaji itapewa ukoo wa Kihea. Mhalifu akishikwa na kosa, akamatwe afikishwe kwenye kamati imjadili, na aadhibiwe kwa mbuzi (shughusha) na faini. Kama akikataa kudhibitiwa na kijiji,
- Adhabu nyingine ni kufikishwa kwenye Baraza la Kata
- Mali yote itakayokamatwa kwa mtenda kosa itakuwa ni mali ya kijiji cha Zirai, na inaweza kuuzwa kwa njia ya mnada kwa faida ya kijiji cha Zirai.
- Mtu yeyote atakayekataa au kushindwa kulipa faini inayotakiwa, atafikishwa mahakamani na kuchukuliwa hatua dhidi ya sheria hii.
- Mahakama inatakiwa kurudisha pesa za fidia ya shs. 25,000/= Katika kijiji cha Zirai kutoka kwa mshitakiwa kama fidia.
- Faini na fidia zote zilipwe kwa mhasibu wa Kamati ya msitu.

9. MAREKEBISHO YA SHERIA NDOGO

Serikali ya kijiji, kupitia maazimio ya mkutano mkuu wa kijiji, inaweza kubadili, kurekebisha au kuzirahisisha sheria ndogo ili kuongeza ufanisi endapo itaonekana haja ya kufanya hivyo. Marekebisho hayo ni lazima yaidhinishwe na Halmashauri ya Wilaya kabla ya kuanza kutumika.

10. TAREHE YA SHERIA NDOGO

Tarehe ya kuaza kutumika kwa sheria ndogo hii ni baada ya kupitishwa na Halmashauri ya Wilaya ya Muheza

SEHEMU YA TATU

Mhuri wa Halmashauri ya Kijiji cha Zirai ilibandikwa kwenye sheria ndogo hii kwa kufuata azimio lililopitishwa kwenye mikutano ya Halmashauri ya Kijiji na Mkutano mkuu Kijiji cha Zirai iliyofanyika mnamo tarehe:

.....

Na mihuri hiyo ilibandikwa mbele ya:

.....

Mwenyekiti wa Serikali ya kijiji cha Zirai

.....

Katibu wa kijiji cha Zirai

ZIMEKUBALIWA NA KUPITISHWA NA BARAZA LA MAENDELEO LA KATA YA ZIRAI.

.....

Mwenyekiti wa Kamati ya Maendeleo ya Kata ya Zirai

Tarehe

.....

Mtendaji wa Kata ya Zirai Wilaya ya Muheza

Tarehe

ZIMEKUBALIWA NA KUPITISHWA NA HALMASHAURI YA WILAYA YA MUHEZA.

.....

Mwenyekiti wa Halmashauri ya wilaya ya Muheza.

Tarehe

.....

Mkurugenzi Mtendaji wa Wilaya ya Muheza

Tarehe

Appendix 9.2. In English

MANAGEMENT PLAN OF KIZINGATA FOREST – ZIRAI, 2002

1. INTRODUCTION

Kizingata forest is located in the Zirai village, Muheza District. Tanga Region. The idea to conserve this forest was introduced by the village government in 1992. The villagers noted that there was a proposal of expanding the Nilo Forest Reserve, which is owned by the central government. So they decided to conserve this forest, which had been protected by traditional rules.

In order to have sustainable conservation, a team was formed to prepare this forest management plan. This team was elected by the general village assembly of Zirai. The team was elected to represent the following: every sub-village, religious institutions, the clan using the forest for ritual and spiritual services, gender (men, women), traditional healers and youth. The number of members of the team was 14 (9 men, 5 women). The team started its work on 3.10.2001 and had the first draft ready in March 2002. The names of the planning team are attached (see Annex D).

2. HISTORY OF KIZINGATA FOREST

Long time ago there was a person called MANGEEMO, who lived in the Kizingata forest. Only our grandfather, named Ngoghodo, knows for how long he stayed in the forest. Ngoghodo is the father of Shemzigwa, who is the father of Shekimwei, who is our father in Mhina-Kipili family.

By then, there were restrictions of entering into the forest. It was strictly prohibited to enter in the forest without permission. Some tribes were not allowed to enter in the forest, for example the Kilindi people, who were the rulers of that time. Felling big trees was not allowed.

During that time, there were unbelievable things in the Kizingata forest. There was a river called Nenguka and within this river there was a lake, which used to climb on the hill (Kizingata) and take chicken and sheep from the village.

These wonders exist in the Kizingata forest even today and voices of people can be heard on trees. Also there is a clay pot resting on a big snake in a cave. From another cave, where raven birds are breeding, one can see the houses of the Handei village and the Tanga town.

The main controller of this forest is the KIHEA clan, which is in teasing and joking terms with the Kilindi clan. We remember that some time ago (in 1960s) the forest was very dense. However, in 1980s the forest degraded and animals disappeared due to intensive harvesting of big trees like kulo (*Ocotea usambarensis*), msambu (*Allanblackia stuhlmannii*), kuti (*Pouteria adolfi-friederici*) and mitambaa (*Cephalosphaera usambarensis*). This harvesting was done by Sikh people. Because of these reasons we have decided to have a management plan and by-law for the protection of the Kizingata forest and to make sure that it is declared as a village forest reserve.

3. AREA, BORDER AND FOREST RESOURCES

Kizingata forest is located in the Zirai village, Muheza District, Tanga Region. Within the Zirai village it is in the Kwevumo and Kwemagongo sub-villages. The area of the Kizingata forest is 6.2 hectares.

Elders of the Kihea clan demarcated the forest border and it was approved in a village assembly on 27.9.2001. The border of the Kizingata forest was officially surveyed by a surveyor from the Forestry and Beekeeping Division with participation of the villagers (Annex A). Before the official survey the planning team made a participatory map in order to be able to locate and assess the resources in the forest (Annex B).

The Kizingata forest is bordered by the Kwevumo sub-village in the east-northern side; by Kwembamba and Bweni in the western side; by the Kwemagongo sub-village in the southern side and in the northern side it is bordered by Mgombewa close to the Nenguku-river.

The planning team made a participatory assessment of the resources in the Kizingata forest. The results of this assessment are in Annex C. There were altogether 13 medicinal plants, 10 species of big trees, 3 species used for ropes, insects like butterflies, birds and animals, which are not dangerous like hyrax, duiker and pig.

4. OBJECTIVES

The Kizingata forest will be managed in order to meet the main objective of conserving it. In order to achieve this, it is necessary to have specific objectives and indicators to measure the activities. These objectives are the following:

Main objective	Specific objectives	Indicators
To conserve the forest in order to control disappearing of animals, plants and other living organisms found in the Kizingata for the benefit of present and future generations.	1. To educate the community on conservation of the Kizingata forest and other communal forests.	1.1. Construction of houses made of mud bricks 1.2. Tree planting 1.3. Use of improved stoves 1.4. Soil conservation – use of contour lines.
	2. To attract visitors – for ecotourism and cultural tourism.	2.1. Number of visitors 2.2. Paid fees 2.3. Presence of traditional dances (<i>ngoma</i>) such as <i>Bati</i> , <i>Kilachi</i> , <i>Vonje</i> , <i>Madagori</i> and <i>Sikinde</i>
	3. To strengthen the protection of the forest.	3.1. No illegal paths in the forest 3.2. Border cleaned regularly 3.3. Border planted and marked with trees 3.4. Respecting of by-law

5. FOREST MANAGEMENT PROCEDURES

The forest management procedures will be according to this management plan and a forest committee will be selected.

5.1. Forest Committee

The Forest Committee is the manager of activities concerning the forest. A general village assembly of Zirai will elect the Forest Committee. The number of all members is 12 including the chairperson, the secretary and the treasurer, who will be elected in front of the village assembly.

When the committee is elected, the following representation will be considered in order to improve the work performance of the committee. Two members representing each sub-village will be elected considering the gender (5 men, 5 women). Also there will be two members representing the clan using the forest for ritual and spiritual services (2 men). When selecting the representatives of the sub-villages the following factors will be considered: representation of traditional healers, youth, and education of the member. The total number of committee members is 12 (7 men, 5 women).

The committee will be in power for three years. The cooperation between the forest committee and the village government should be transparent. The committee will submit a report to the village government after every three months, and the village government will take these reports to the village assembly after every six months. The reports of the Forest Committee will also be sent for information to the District Forest Officer and to the Catchment Forest Officer.

According to this plan the chairperson of the committee is the main supervisor of the activities of the committee. It is the responsibility of the committee secretary to convene meetings and keep all records, while the treasurer is responsible for accounts and book keeping.

The committee will meet twice a month. If a member of the committee fails to attend three meetings without prior information he/she will lose his/her membership in the committee. If members of the village government or members of the forest committee will conduct illegalities in the forest they will lose the membership in the village government or the forest committee.

5.2. Responsibilities of other stakeholders

Villagers

- Villagers will be involved in the activities of the Kizingata forest

Village government

- To sensitize villagers concerning the activities of the Kizingata forest
- To supervise the by-law of the Kizingata forest
- To guide the committee of the Kizingata forest

Central Government

- To provide technical support to Zirai villagers

District Council

- To approve by-laws
- To provide technicians
- To receive reports from the Kizingata forest

6. MANAGEMENT ACTIVITIES

ACTIVITY	OBJECTIVE	RESPONSIBLE	TIME
1. Ritual and spiritual services	To maintain believes and customs	Kihea clan, Forest Committee	When needed
2. To restore the road to Kizingata	To attract tourists	Village government, Villagers, Forest Committee	August-September and January-March
3. To convene meetings and to conduct seminars on forest conservation	To educate people	Village government, Forest Committee, Experts	Continuous
4. Patrolling and protection of the forest	To protect the forest	Guards, Forest Committee, Villagers, Village government	Continuous
5. Planting trees in the forest and on the forest border	To improve degraded areas and to strengthen the border	Villagers, Forest Committee, Village government	April and October
6. Cleaning of the borders	To prevent fire	Villagers, Forest Committee, Village government	January-February and August-September
7. To publisize the Kizingata forest, and to specify and distribute tourist attractions	To attract tourists	Forest committee, Cultural groups, Experts	Any time January

7. INSPECTION AND PROTECTION OF THE FOREST

- i. The forest committee will be responsible to appoint forest guards for patrolling inside and on the borders of the Kizingata forest in order to control forest destruction. There will be one forest guard from each sub-village, making a total of five forest guards. The forest guards are supervised by the forest committee. The forest guards have the responsibility to arrest offenders and take them to the forest committee.
- ii. This protection is conducted every day and the forest guards submit reports to the forest committee. The guards will be permanent for the work for one year. The guards will get incentive or gift from well done work and they do not have to attend other communal work.
- iii. The sub-village chairperson is responsible for observing that all forest areas in his/her sub-village are managed according to the forest by-law of year 2002. Everybody, whose farm is

bordering the forest, is directly a guard according to this plan in order to notice destruction as early as possible.

- iv. The forest committee is the main supervisor of the forest and it will be guided and inspected by the village government. It will be the responsibility of the forest committee to appoint the forest guards, who together with the sub-village chairpersons control the destruction in the forest. This committee will also issue permits and supervise all income from various fines and it has the authority to arrest offenders and take them to the village council, and if the case is not settled in the village council the offender will be taken to the court.
- v. Every villager of Zirai will be responsible to make sure that there is no destruction in the Kizingata forest by reporting of such illegalities to the sub-village chairperson or the forest committee secretary or the village government secretary or any leader of the Zirai village.
- vi. Any leader of the Zirai village government has the authority to arrest anybody breaking against the Kizingata forest by-law and take him/her to the village court for legal measures.
- vii. Any person wanting to use fire on the farm close to the Kizingata forest should contact the forest committee.

8. USES OF FOREST PRODUCTS

8.1. PROHIBITED USES

- i. Timber harvesting
- ii. Cutting of different sizes of construction poles and ropes
- iii. Collection of firewood
- iv. Collection of vegetables and mushrooms
- v. Harvesting of wild honey and beeswax
- vi. Spying of ritual and spiritual caves
- vii. Hunting
- viii. Grazing
- ix. Cultivating in the forest

8.2. UTILIZATION THAT NEED A PERMIT AND PAYMENT

- i. Visitors to the forest will pay the entry fee to the treasures of the forest committee
 - Tanzanians will pay TSh 1000 per person.
 - Tanzanian students will pay TSh 300.
 - Non-Tanzanians will pay USD 4.
- ii. Medicine can be collected with a permit from the forest committee.
- iii. Picnics for visitors are allowed only during daytime and need a permit from the forest committee.
- iv. Ritual and spiritual services of the concerned clan need a permit from the forest committee.

9. DEALING WITH ILLEGALITIES

According to the Kizingata forest by-law, any offender who will be caught for breaking the law will be taken to the forest committee. The issue will be sorted out by the village council in collaboration with the clan using the forest for ritual and spiritual services. If the case can not be settled, it will be taken to the primary court as explained in the forest by-law.

10. RECORD KEEPING

- Forest committee secretary is responsible for keeping meeting records
- Forest committee treasurer is responsible for keeping payment book, fine book and permit book
- Forest committee secretary is responsible for keeping patrol book
- Forest committee treasurer is responsible for keeping bank account book
- Forest committee treasurer is responsible for keeping income and expenditure book

11. MANAGEMENT AND USE OF MONEY

- Forest committee treasurer is responsible for taking care of money from the Kizingata forest.
- Internal auditing will be conducted by the agricultural officer of the Zirai ward, the forest committee chairperson and the forest committee secretary twice a year and the report will be submitted to the village government.
- The co-operative officer of Muheza District will conduct external auditing once a year.

Use of income from the forest can be as follows:

- Construction of a forest office
- Allowances to forest committee members and forest guards
- Travel allowances to attend training or seminars
- Stationery for the forest office use
- Paying 10% to the Kihea clan, which uses the forest for ritual and spiritual services
- The village government will give the authority to use the money from the Kizingata forest and the signatories are the forest committee chairperson and the chairperson of the Zirai village.

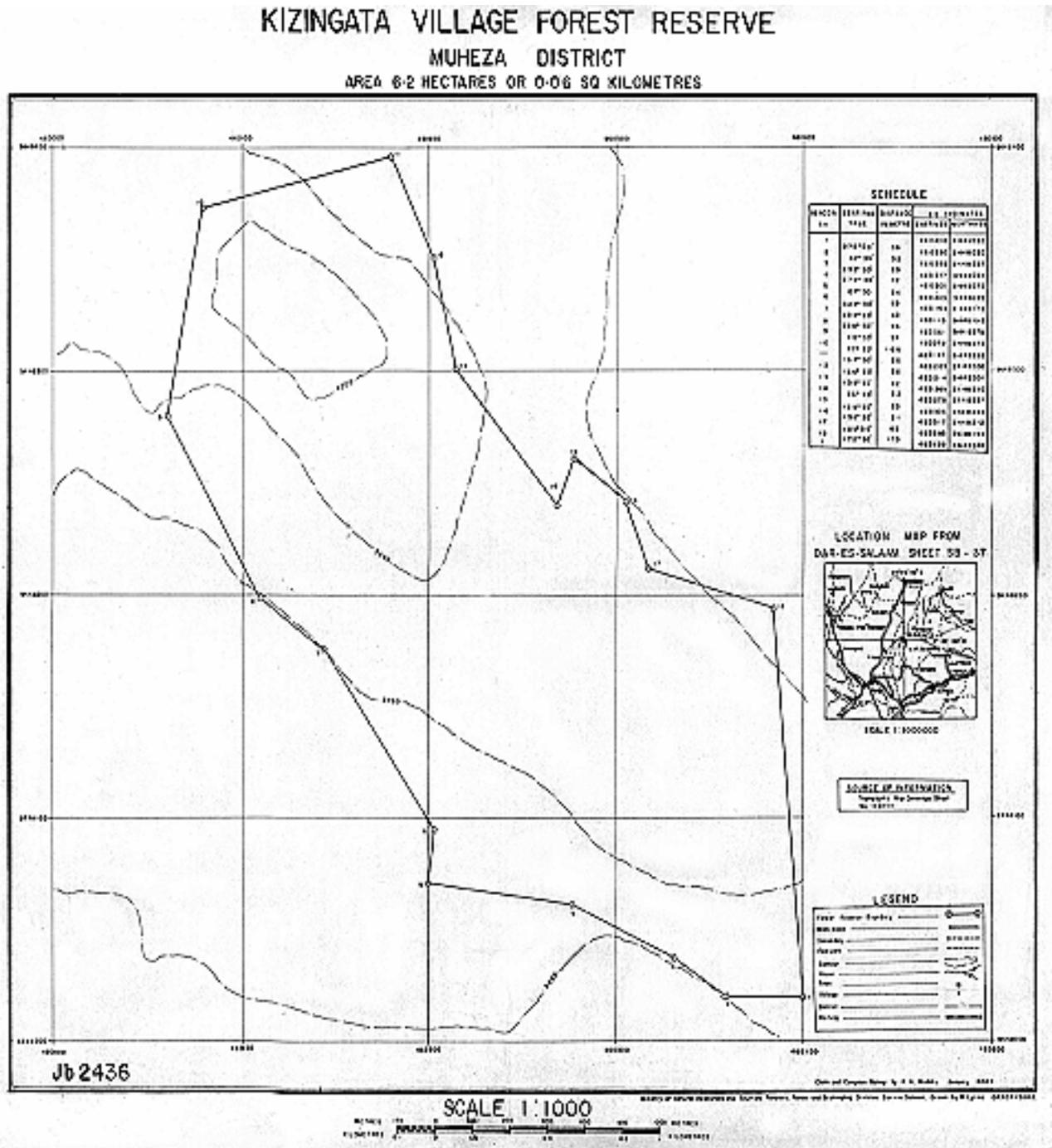
12. MONITORING AND ASSESSMENT OF THE ACHIEVEMENTS

The achievements will be monitored and measured. The Kizingata forest committee will be monitoring the management activities. Assessment of the achievement of the objectives set in this management plan will be done by using the indicators. This assessment will be done by the forest committee, Ward Executive Officer, the village government and the forest experts. This assessment will be done once a year.

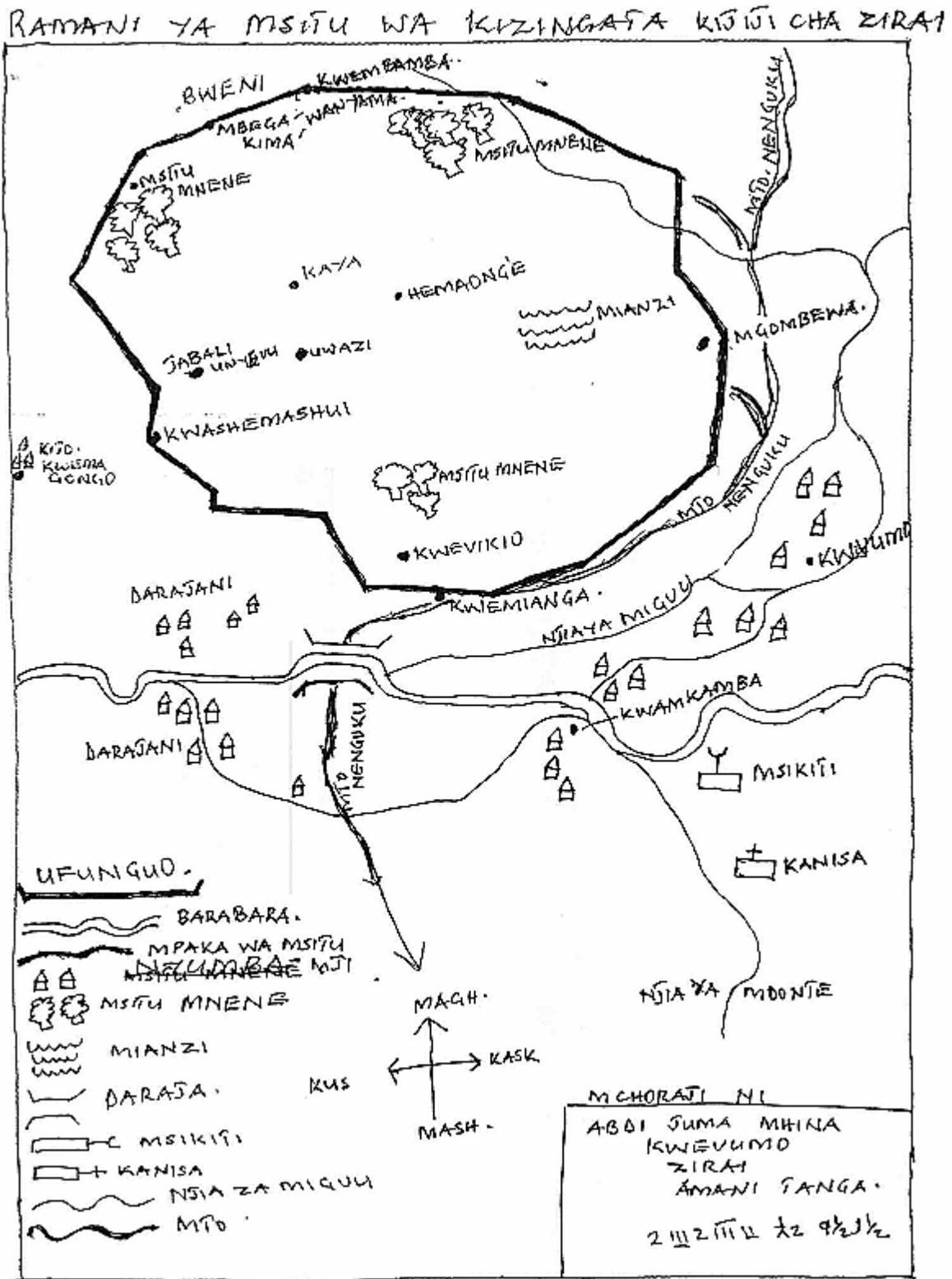
13. TESTING OF THE MANAGEMENT PLAN

The testing period will be three years, which after the management plan can be reviewed.

ANNEX A Official border map of the Kizingata forest



ANNEX B Participatory map of the Kizingata forest



ANNEX C

RESOURCES OF THE KIZINGATA VILLAGE FOREST - ZIRAI

TYPE OF RESOURCE	VERNACULAR NAME	USE	SCIENTIFIC NAME
Plant	Mnyasa	Timber	
Plant	Mshai	Timber	
Plant	Bokoboko	Timber	
Plant	Kulo (Camphor)	Timber	
Plant	Mfimbo	Timber	
Plant	Mkwingina	Timber, fruit	
Plant	Mhesi	Timber, firewood, fruit are eaten by hornbill	
Plant	Msaa	Timber/poles	
Plant	Ng'wiza	Timber/poles, dye	
Plant	Mbonyati	Withes	
Plant	Mpumu Mshilimi	Medicine; it enriches the soil	
Plant	Mkuyu	To protect water sources, food	
Plant	Mbula	Firewood	
Plant	Ng'anga	Medicine, firewood	
Plant	Tambwe	Medicine for children	
Plant	Ng'oko	Medicine	
Plant	Kimungwe	Firewood	
Plant	Mkonde	Fruit	
Plant	Msambia	Fruit	
Plant	Mlambelambe	Poles	
Plant	Kibeu	Home utensils	
Plant	Kiandama	Medicine	
Plant	Ukokozi	Medicine	
Plant	Umpoko	Rope, medicine	
Plant	Zengamkuku	Withes	
Plant	Msambu	Cooking oil	
Plant	Long'e	Medicine	
Plant	Umpemba Mkongoo Saami Kititi	Rope	
Plant	Mkeche Vevye Msasa Ngovai Mvumo	Medicine	

TYPE OF RESOURCE	VERNACULAR NAME	USE	SCIENTIFIC NAME
Plant	Ng'waati Kihambie Mkuhe Mnkutu	Handle for hoes	
Plant	Mshunduzi Mbaika	Firewood	
Plant	Sangana	Firewood	
Plant	Sosokeo Mzikoziko Mpapata Mshuza Mzunghu Mngoimazi	Rope	
Plant	Mkalanga	Fodder for cows	
Plant	Siu		
Plant	Msamaka	Medicine for people and animals	
Plant	Mlanzi	Baskets	
Animal	Wild pig	Meat	
Animal	Duiker Hyrax	Meat	
Bird	Hornbill Kumbuu Hole Kubo		
Insect	Butterflies		

ANNEX D**PLANNING TEAM MEMBERS**

1. Ramadhani K. Shemzinghwa - Chairman
2. Amina Rogers - Secretary
3. Hassani S. Shemzinghwa - Member - Institution
4. Julius Issack - Member - Institution
5. Hatibu Shemzigwa - Member
6. Amina Kajembe - Member
7. Mwanaisha Walles - Member
8. Hiza Petro - Member
9. Lernard Mdoe - Member
10. Zaina Hassani - Member
11. Juma Athman - Member
12. Omari Ramadhani - Member
13. Rajabu Sebalua - Member
14. Halima Hamisi - Member

**ZIRAI VILLAGE
LOCAL GOVERNMENT ACT (VILLAGE GOVERNMENT 1982)
ACT NO. 7 OF 1982
BY-LAW FORMULATED UNDER SECTION 120(1) AND (163)**

A. SECTION ONE

1. INTRODUCTION

This by-law was formulated for the first time in 2002 for protecting, developing and sustainable use of the resources of the Kizingata village forest reserve, which is under the management and protection of the Zirai village in Amani Division, Muheza District, Tanga Region. This by-law has been formulated simultaneously with a management plan for the Kizingata forest. It also considered the real situation of the forest and its environment.

2. TITLE OF THE BY-LAW

This by-law is called the by-law of 2002 for managing, protecting and conserving the natural forest of Kizingata of the Zirai village for sustainable use.

3. INTERPRETATION OF TERMS

- ◆ **Forest Officer:** Means an officer from the Forestry and Beekeeping Division who will supervise and provide advice for activities in the forest reserve of the Zirai village - Kizingata.
- ◆ **Village Executive Officer:** Means the person elected to perform the secretarial duties of Zirai village government.
- ◆ **Forest committee:** Means members elected by Zirai village assembly (following criteria set in the forest management plan of Kizingata) in order to supervise all activities of the Kizingata forest on behalf of the villagers.
- ◆ **Forest committee secretary:** Means the person elected in front of the village assembly to deal with daily activities of the Kizingata forest including record keeping.
- ◆ **Permit:** Means permission in a written form that is given by the responsible authority to do an action or something inside and outside of the Kizingata village forest reserve.
- ◆ **Sub-village:** Means a known part of Zirai village under the authority of Muheza District Council.
- ◆ **License:** Means a written permit attached with a receipt, allowing harvesting or using forest products as per conditions set.
- ◆ **Forest products:** Are all wood and non-wood products including soil, sand, gravel, stones, honey, wax, and all plants on the earth.
- ◆ **Treasurer:** Means the member of the forest committee elected in front of the village assembly to coordinate the daily activities for the Kizingata and to keep accounts concerning the Kizingata forest.
- ◆ **Cattle:** Means all domestic animals feeding on trees, leaves and grass. These include cows, goats, sheep, donkeys, pigs etc.
- ◆ **Forest guard/guards:** Means a person or persons selected by the forest committee to conduct patrolling or protection in the Kizingata forest reserve.
- ◆ **Village forest reserve:** Means the Kizingata natural forest and its resources in the Zirai village.

- ◆ **Forest committee chairperson:** Means a chairperson elected in front of the village assembly to lead the forest committee members in supervision and implementation of the management plan of the Kizingata forest.
- ◆ **Village chairperson:** Means the Zirai village government chairperson as per village acts.
- ◆ **Sub-village chairperson:** Means any elected person to hold the chairperson's authority at the level of sub-village of the Zirai village as per village regulations.
- ◆ **Village government:** Means the Zirai village government.

4. BORDER OF THE KIZINGATA FOREST

Kizingata forest is located in the Zirai village, Muheza District. Tanga Region. Within the Zirai village it is in the Kwevumo and Kwemagongo sub-villages. The area of the Kizingata forest is 6.2 hectares.

The forest border was demarcated by elders of Kihea clan and it was approved in a village assembly on 27.9.2001. The Kizingata forest is bordered by the Kwevumo sub-village in the east-northern side; by Kwembamba and Bweni in the western side; by the Kwemagongo sub-village in the southern side and in the northern side it is bordered by Mgombewa close to the Nenguku river. The border of the Kizingata forest was officially surveyed by a surveyor from the Forestry and Beekeeping Division with the participation of the villagers (Annex A).

5. MAIN SUPERVISOR OF THE KIZINGATA FOREST

According to this by-law the main supervisor of the Kizingata forest is the Kizingata forest committee. This committee will be working under the social welfare committee of the village government. The forest committee will be elected by the village assembly and it will be in power for a period of three years.

B. SECTION TWO

6. USES OF FOREST PRODUCTS

6.1. Prohibited uses in the Kizingata forest reserve

Any person who will practice the following actions in the Kizingata forest reserve will be breaking this by-law:

- i. Timber harvesting
- ii. Cutting of different sizes of construction poles and ropes
- iii. Collection of firewood
- iv. Collection of vegetables and mushrooms
- v. Harvesting of wild honey and beeswax
- vi. Spying of ritual and spiritual caves
- vii. Hunting
- viii. Grazing
- ix. Cultivating in the forest

6.2. Utilization that need a written permit and payment

It will be an offence for anybody to enter in the forest and do the following actions without a written permit from the Kizingata forest committee.

- i. Visitors to the forest will pay the fee to the treasures of the forest committee
 - Tanzanians will pay TSh 1000 per person.
 - Tanzanian students will pay TSh 300.
 - Non-Tanzanians will pay USD 4.
- ii. Medicine can be collected with a permit from the forest committee.
- iii. Picnics for visitors are allowed only during daytime and need a permit from the forest committee.
- iv. Ritual and spiritual services of the concerned clan need a permit from the forest committee.

According to the forest management plan and this by-law there are no uses needing a license.

7. INSPECTION AND PROTECTION OF THE FOREST

- i. The forest committee will be responsible to appoint forest guards for patrolling inside and on the borders of the Kizingata forest in order to control the forest destruction. There will be one forest guard from each sub-village, making a total of five forest guards. The forest guards are supervised by the forest committee. The forest guards have the responsibility to arrest offenders and take them to the forest committee.
- ii. This protection is conducted every day and the forest guards submit reports to the forest committee. The guards will be permanent for the work for one year. The guards will get incentive or gift from well done work and they do not have to attend other communal work.
- iii. The sub-village chairperson is responsible to observe that all forest areas in his/her sub-village are managed according to the forest by-law of year 2002. Everybody, whose farm is bordering the forest, is directly a guard according to this plan in order to notice destruction as early as possible.
- iv. The forest committee is the main supervisor of the forest and it will be guided and inspected by the village government. It will be the responsibility of the forest committee to appoint the forest guards, who together with the sub-village chairpersons control the destruction in the forest. This committee will also issue permits and supervise the all income from various fines and it has the authority to arrest offenders and take them to the village council, and if the case is not settled in the village council the offender will be taken to the court.
- v. Every villager of Zirai will be responsible to make sure that there is no destruction in the Kizingata forest by reporting of such illegalities to the sub-village chairperson or the forest committee secretary or the village government secretary or any leader of the Zirai village.
- vi. Any leader of the Zirai village government has the authority to arrest anybody breaking against the Kizingata forest by-law and take him/her to the village court for legal measures.
- vii. Any person wanting to use fire on the farm close to the Kizingata forest should contact the forest committee for permission.

8. PENALTIES

According to this by-law the penalties because of offences are the following:

- If members of the village government or members of the forest committee will conduct illegalities in the forest they will be dismissed from their duties.
- Any person who will be found guilty against rules of utilization of forest products listed in chapter (6.1.) or (6.2), will be given a fine of TSh twenty thousand (20,000/=) and the forest products in question will be confiscated and become the property of the Zirai village.
- If a member of the village government or a member of the forest committee breaks the rules listed in chapter (6.1.) or (6.2.) he/she will be given a fine of TSh twenty five thousand (25,000/=) and the forest products will be confiscated.
- If a forest guard will misconduct his/her work of protection of the Kizingata forest will pay a fine of TSh 15,000 and will be dismissed from his/her work as guard.
- If the offender who is breaking this by-law is not a resident of the Zirai village will pay a fine of TSh 50,000 and the confiscated products will become the property of the Zirai village.
- Sometimes traditional penalties are paid whereby the offender should pay a goat as a penalty to the ritual leader of the “Kihea” clan.
- Other penalties will be set at the ward level court.
- All confiscated products will become the property of the Zirai village and they can be auctioned for the benefit of the village.
- Any person who will refuse or fail the required fine, will be taken to the primary court for further legal actions.
- The primary court is desired to return a compensation of TSh 25,000 from the offender to the Zirai village.
- All fines and compensation should be paid to the forest committee treasurer.

9. AMENDMENTS TO THE BY-LAW

The village government can change, rectify or correct the by-law after the approval by the village assembly in order to improve the efficiency, if needed. All amendments have to be approved by the District Council before they can be used.

10. THE DATE OF COMMENCEMENT

This by-law will become into power after being approved by Muheza District Council.

SECTION THREE

Zirai village council officially stamped this by-law following the decisions of meetings of the village council and the village assembly conducted on the date of:

.....
And this stamp was marked in front of:

.....
The chairperson of Zirai village government

.....
The secretary of Zirai village government

AGREED AND APPROVED BY WARD DEVELOPMENT COMMITTEE OF ZIRAI

..... Date.....
Chairperson of the Ward Development Committee of Zirai

..... Date.....
Zirai Ward Executive Officer in Muheza District

AGREED AND APPROVED BY MUHEZA DISTRICT COUNCIL

..... Date.....
Muheza District Council Chairperson

..... Date.....
Muheza District Executive Director

Appendix 10. Monitoring of Participatory Planning Exercises

PARTICIPATORY FOREST MANAGEMENT ACTIVITIES IN EUCAMP – PROGRESS BY 15 DECEMBER 2002

Villages	Process Steps																														
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
Mtai JFM (Responsible officer: Maramba station-in-charge)																															
Matemboni	R				NA		NA	R	R	NA		R		R						R							NA	R			
Muzi	R				NA		NA	R	R	NA		R		R						R							NA				
Hemsambia	R				NA		NA	R	R	NA		R		R						R							NA				
Vuga	R				NA		NA	R	R	NA		R		R						R							NA	R			
Maramba A	R				NA		NA	R	R	NA		R		R						R							NA	R			
Maramba B	R				NA		NA	R	R	NA		R		R						R							NA				
Kidundui	R				NA		NA	R	R	NA		R		R						R							NA				
Kwekuyu	R				NA		NA	R	R	NA		R		R						R							NA				
Manga JFM (Responsible officer: Longuza station-in-charge)																															
Kwatango					NA		NA	R	R	NA		R		R						R							NA	R			
Mkwajuni					NA		NA	R	R	NA		R		R						R							NA	R			
Misozwe					NA		NA	R	R	NA		R		R						R							NA	R			
Mpanga VFR (Responsible officer: Maramba station-in-charge)																															
Hemsambia, Vuga		NA				NA		R	R			R		R						R		NA						NA	NA	NA	NA
Handei VFR (Responsible officer: Kwamkoro station-in-charge)																															
Mgambo	R	NA				NA		R	R			R		R						R								NA	NA	NA	NA
Kizingata VFR (Responsible officer: Kilangangua station-in-charge)																															
Zirai	R	NA				NA		R	R	NA		R		R						R		NA						NA	NA	NA	NA
Kizee VFR (Responsible officer: DFO Muheza)																															
Misozwe, Mwarimba		NA				NA		R	R	NA		R		R						R		NA						NA	NA	NA	NA
Mfundia VFR (Responsible officer: DFO Korogwe)																															
Gombero		NA						R	R	NA		R		R								NA						NA	NA	NA	NA
Makangara/ Mkwajuni		NA						R	R	NA		R		R								NA						NA	NA	NA	NA
Kijango		NA						R	R	NA		R		R								NA						NA	NA	NA	NA
Makumba		NA						R	R	NA		R		R								NA						NA	NA	NA	NA

 Process Meetings
 R Quantitative Output
 NA
NA Not Applicable

Key to Process Steps

#	Step
1	Preliminary PRA -exercises in the planned VFM and JFM -villages. Output: PRA-Report
2	Introductory workshop to District, Ward and village level authorities
3	Introductory meeting with the village government
4	Village assembly (general awareness raising and selection of planning team)
5	Border demarcation and opening by the villagers
6	Demarcation of forest management areas for villages
7	Border survey, e.g. by Forest and Beekeeping Division, or other professional survey team
8	Map production, e.g. by Forest and Beekeeping Division in DSM. Output: Map
9	Simple forest assessment / Forest inventory / Biodiversity survey. Output: Report
10	Review of the past management by the planning team in the case of existing VFR.
11	Participatory management planning process in the villages
12	Planning team writes the draft management plan. Output: 1st draft management plan
13	Participatory by-law planning process in the villages
14	Planning team formulates the draft by-law. Output: 1st draft by-law
15	Typing and editing the management plan and the by-law drafts in District office or Tanga Catchment Forest office
16	Comments to management plan and by-law from the facilitators to the planning team
17	Planning team presents the management plan and the by-law drafts to the village government
18	Village government presents the management plan and the by-law drafts to the village assembly. Selection of the forest committee.
19	Signing of the management plan and by-law, forwarding them to the Ward Development Committee: Output: 2nd draft management plan and by-law
20	Training of the forest committee
21	Demarcation of the utilization zone
22	Feedback from Ward Development Committee received
23	Forwarding the management plan and the by-law to the District for approval
24	District Council Environmental Committee approves the management plan and by-law and forwards them to full District Council
25	District Council approves the management plan and by-law: Output: 3rd version management plan and by-law
26	Village Forest Reserve registered at the District level. Output: District registration decision
27	Developing management agreement (e.g. in a form of a workshop). Output: 1st draft management agreement
28	Sending the management agreement, management plan and by-law drafts to Forest and Beekeeping Division for comments
29	Village government and the forest committee finalize the management agreement, management plan and by-law based on comments from FBD
30	Signing management agreement between GOT and the village: Output: signed management agreement

(Original design of the bar chart by Dr. Veli Pohjonen, Chief Technical Adviser, EUCAMP)