



6<sup>th</sup> Steering Committee Meeting Minutes  
Protected Areas System Strengthening (PASS) Project



14 July 2016

Roof of Africa, Windhoek

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**ATTENDED:**

Mr C. Sikopo: Director, Wildlife and National Parks, MET  
Ms E. Hamunyela: Director, Scientific Services, MET (Chairperson)  
Mr V. Kaulinge: Deputy Director, Planning and Coordination, MET  
Ms T. Emvula: Deputy Director, Finance Division, MET  
Ms R. A. Jossob: Chief Tourism Officer, Tourism Development, MET  
Ms M. Boonzaier: Prosecutor, Office of the Prosecutor General, MoJ  
Col F. Rugharo: Senior Staff Officer, Legal Services, MoD  
Insp L. Tsuses: Chief Inspector, PRD, NAMPOL  
Mr J.N. Heita: Manager, PASS Project  
Mr K. E. Shilongo: Field Coordinator, PASS Project  
Mr U. Matundu: Field Coordinator, PASS Project  
Ms H. Sakaria: Administrator Accountant, PASS Project  
Ms V. Jason: System Administrator, PASS Project  
Ms R. Hasheela-Haipinga: Technical Advisor, PASS Project (Secretary)

**APOLOGIES**

Mr T. Nghitila: Environmental Commissioner & GEF Focal Point, MET  
Col. Willem Morkel: SSO Civil Military Operations, MoD  
Mr F. Nghifenhwa: Director, Economic Policy Advisory Services, MoF  
Ms M. Mbapaha: Senior Forester, Directorate of Forestry, MAWF  
Ms L. Mupetami: Deputy Permanent Secretary, Natural Resources Management, MET

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**AGENDA**

1. Welcoming
2. Adoption of the agenda
3. Matters arising from the previous minutes
4. Project Progress Report
5. Next meeting date

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## 1. OPENING AND WELCOMING

The Chairperson welcomed the members to the meeting.

## 2. ADOPTION OF THE AGENDA

The agenda was adopted without amendments / additions.

## 3. MATTERS ARISING FROM THE PREVIOUS MINUTES

### 3.1. Feasibility Assessment to outroll the Computerised Electronic Permitting System (CEPS) to other parks

As requested at the last meeting, the Feasibility Assessment Report was shared with the Project Steering Committee (PSC) members for input. Since the report was only shared two days before the meeting, the members were given at least 7 days to commend on it.

#### Action 1:

- PSC members to comment on the Feasibility Assessment Report by the 22<sup>nd</sup> of July 2016.

### 3.2. Finalization of the MET Fire Management Strategy

MET appointed a consultant for the final editing and proofreading of the Fire Management Strategy (FMS) during the first quarter of 2016. The first round of editing and proofreading has been completed, however during the editing process, the editor detected that there were information gaps in the document, and recommended that the information gaps need to be attended to. In response, MET (with assistance from the project) is busy collecting the necessary information to fill the identified gaps. Once the information gaps have been addressed, the document will be send back to the editor for the final editing and proofreading.

#### Action 2:

MET (with assistance from the Project) to ensure that the information gaps in the Fire Management Strategy (FMS) are addressed.

### 3.3. Law Enforcement, Fire Management and Human Wildlife Conflict Forums

As outlined in the Project Document, one of the project outputs is to strengthen and harmonise the enforcement chain and establish platforms for information and intelligence gathering among law enforcement agencies (NAMPOL, MET, Customs, Immigration and Communities).

In some of the project intervention areas, such communication and coordination platforms already exist and hence the project has joined forces with the existing platforms and is working towards filling gaps and strengthening of such platforms. However, in areas where such platforms do not exist, the project is working towards establishing new platforms.

In some areas (such as the Northeast Region), the platforms are more institutional based and there are different forums for Law enforcement and fire management. Whilst in other areas (such as Etosha National Park), emphasis is more on parks and neighbors, as guided by the Parks and Neighbors Policy, and you may find one platform that covers both law enforcement and fire management aspects. The project outputs are inclined on law

enforcement and fire management only, but it emerged during these platforms that Human Wildlife Conflict (HWC) is an equally important aspect in the parks and neighbors dynamics and therefore HWC became an integral agenda component for such coordination platforms.

Regarding HWC, the NAMPOL representatives to the PSC indicated that, MET is not as widely spread as NAMPOL and thus there are no MET offices in some areas. Therefore, in such areas HWC incidences are reported at the police stations and the challenge is that Police Officers are not well acquainted with the provisions of the HWC Policy and they are therefore unable to assist the community accordingly.

**Action 3:**

- MET to distribute the HWC Policy and to provide regional contact numbers to Police Stations to enhance communication between the Police and MET, in case where a Human Wildlife Conflict (HWC) incident is reported at a Police Station.

### **3.4. International exposure on anti-poaching strategies**

It was agreed at the last meeting that the PASS Project should organise exposure trips for law enforcement officers (Rangers and Wardens), particularly the staff on the ground, who are engaged in the day-to-day law enforcement anti-poaching operations. The aim of the exposure trip is for the field officers to gain exposure and insight into different law enforcement operations in other countries.

The Project Management Unit (PMU) indicated that a concept is being prepared in that regard, and will be submitted to MET (Director of Parks) for approval. The principle idea is to identify at least two (2) countries renowned / reported to excel in anti-poaching operations and Protected Area Management in general, from which Namibia can learn from.

**Action 4:**

PMU to finalise the concept and submit it to the Director of Wildlife and National Parks for approval.

### **3.5. Fire Management Conference in-conjunction with NAFOLA Project, MAWF**

The PASS Project is organizing a National Fire Management Conference, inconjunction with a sister project (also funded by GEF) called the Sustainable Management of Namibia's Forested Lands (NAFOLA) Project, which is hosted under the Ministry of Agriculture, Water and Forestry (MAWF).

The aim of the workshop is to bring together fire management experts and other roleplayers. The workshop / conference objectives are as follows:

- 1) Identify fire management experts / roleplayers and request them to present their roles, including but not limited to; fire management legal framework in Namibia, fire management practices, fire research etc.);
- 2) Identify synergies and establish a fire management network;
- 3) Identify resource people / institutions for assistance; and
- 4) Identify information gaps regarding fire management and stimulate research topics.

It is envisaged that the fire management conference will enable the two (2) projects to:

- i. Take stock of what is happening with regard to fire management in the country;
- ii. Identify gaps, ascertain how the projects can add value to fire management in the country.

MET and MAWF (with assistance from the two sister projects) have agreed to hold a planning meeting prior to the National workshop. The planning meeting was initially planed to take place in during Quarter 2 (May – July), but

could not materialize, owing to the inability to identify a suitable date for officials from both Ministries (MET and MAWF).

**Action 5:**

The planning meeting between MET and MAWF to plan and develop a concept for the National Fire Management Conference is scheduled to take place on the 27<sup>th</sup> of July 2016 in Windhoek.

### 3.6. Support to Conservancies

In general, the Project Document does allude to Conservancy support, however there are no specific outputs or targets for conservancy support. During the project Inception Workshop, it was recommended that Conservancy benefits can be considered as in-direct benefits from project activities, such as improved law enforcement and improved fire management in the project intervention sites.

The PSC recommended that, the project should document project activities that are beneficial or have benefited conservancies and communities in general. To extrapolate the impact, the project should obtain information about conservancies with respect to name, size, population, income, benefits, challenges, among others.

However, a concern was raised that some conservancies may be reluctant to provide such information and it was recommended the request should be made formal and signed by the MET Director of Wildlife and National Parks.

**Action 6:**

MET to provide conservancy information to the project (only conservancies in the project intervention areas) and where not available such information can be requested formally, through the Director's office.

## 4. NEW MATTERS

### 4.1. PROJECT PROGRESS REPORT

The Project Manager (PM) took the PSC through the Project Progress Report, which presents the progress made by the project between April and June 2016. In addition to the technical report, the PM also highlighted the financial report, which reflected a delivery of 46% by end of June, 2016.

#### 4.1.1. PSC Comments on the Implementation of Project Activities

The presentation reflected significant project achievements, and the PSC applauded the PMU for the exceptional work done by the project.

- **Satellite Phones**

The usefulness of the satellite phones in remote areas was highly acknowledged, especially after the recent event that took place in Khaudum National Park where there is no other form of communication means (no landlines, no cellphone network and no radio (2-way) communication). Meaning, at this point Satellite phones are the only means of communication in the Khaudm National Park. Khaudum is the most extreme, but other areas with such dire-need of communication means are also found in other project intervention areas (such as other parks in the north east, Kunene, Etosha and Waterberg).

It was therefore recommended that if the budget allows, the project could consider procuring a few more satellite phones for the remote areas.

- **Action 6:**  
Project to consider the acquisition of more satellite phones, if the budget allows.

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- **Inauguration of the Waterberg Law Enforcement Training Centre**

Although the construction of the Law Enforcement Training Centre in Waterberg Plateau Park has been completed, the inauguration cannot take place yet, until the training centre is fully equipped. NAMPARKS 3, another MET project funded by German Government through the KFW, is assessing the possibility of providing the necessary equipment for the Training Centre, to ensure that it is fully equipped.

**Resolution 1:**

The inauguration of the MET Law Enforcement Training Centre in Waterberg Plateau Park to be delayed, until MET has secured funding to equip the training centre. Once ready, PSC members will be invited to the inauguration.

- **Training of Prosecutors, Investigators and Magistrates**

A request was made during the meeting for the Ministerial Committee on Wildlife Protection and Law Enforcement that took place on the 7<sup>th</sup> of July 2016, for the training on the Prosecution of Wildlife Crimes to be offered to the prosecutors and investigators who are based in Windhoek.

In addition to the prosecutors and investigating officers in the Windhoek, another request was made for the training to be offered to the magistrates, as they play very important role in the Prosecution and Sentencing of Wildlife Crimes. The training for Magistrates can be adjusted to include / focus on the bail applications and sentencing. The PSC strongly recommended the two (2) training sessions and requested the project to ascertain if the budget can allow.

A Magistrate's retreat is scheduled for August 2016 in Windhoek, and the PSC advised that it might be ideal to link up and intergrate the Magistrate's training on the Prosecution and Sentencing of Wildlife Crimes with the upcoming retreat. One advantage for linking up the training and the retreat is the fact that the lead consultant / trainer (Advocate Danie Small, retired), who led the previous training, has been requested by the Magistrates Commission to partake in the Magistrate's retreat.

When planning for training of this kind, it is essential to secure enough funding. It was mentioned that there is an American organisation that works closely with the Legal Assistance Centre (LAC) and maybe willing to fund the training.

**Action 7:**

MET should approach LAC, particularly Mr. John Hazam, to discuss the possibility of securing funding from the LAC and it's partners to co-finance the trainings with the PASS Project.

#### 4.1.2. Comments on the Financial Report

The financial report for Quarter 2 (April – June 2016) indicated that by end of Quarter 2, the annual delivery rate / financial expenditure stood at 46%, and the project was applauded for the significant improvement made on project delivery.

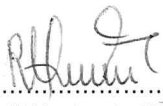
**5. NEXT MEETING**

The next meeting is scheduled for 13<sup>th</sup> of October 2016, in Windhoek

**6. MEETING ADJOURNMENT**

The chairperson thanked the members for making time from their busy schedules to attend the PSC meeting and for the contribution made.

**7. CERTIFICATION OF MINUTES**

  
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Raili Hasheela-Haipinge  
Secretary

Date: 31/10/16 .....

  
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Elly Hamunyela  
Acting Chairperson

Date: 25/10/16 .....