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## GOVERNMENT NOTICE

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### DEPARTMENT OF WATER AFFAIRS AND FORESTRY

No. R. 488

26 April 2002

NATIONAL FORESTS ACT, 1998 (ACT No. 84 OF 1998)

#### INVITATION TO SUBMIT WRITTEN COMMENTS ON THE PROPOSED REGULATIONS IN TERMS OF SECTION 53 OF THE NATIONAL FORESTS ACT, 1998 (ACT No. 84 OF 1998), AS AMENDED

The Minister of Water Affairs and Forestry intends promulgating the draft regulations as set out in the attached Schedule in terms of section 53 of the National Forests Act, 1998 (Act No 84 of 1998), as amended.

In terms of section 54(1) (a) of the said Act, interested parties are invited to submit written comments on the draft regulations on or before 12 June 2002.

Comments must be submitted to –

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**Department of Water Affairs and Forestry  
Chief Directorate: Forestry**

**Draft Regulations under the National Forests Act, 1998  
Act No. 84 of 1998 as amended by the National Forest and Fire Laws  
Amendment Act, 2001 (Act No. 12 of 2001)**

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## Regulations

### Chapter 1: Introduction

#### General guidelines for reading the regulations

1. In these regulations -

- (a) any word, phrase or expression which has been given a meaning in the Act,<sup>1</sup> has the same meaning, unless -
  - (i) the way it is used indicates otherwise, or
  - (ii) it is defined in these regulations.
- (b) reference to a section, sub-section or chapter is a reference to a section, sub-section or chapter in the Act, unless another Act is mentioned.
- (c) reference to a regulation or sub-regulation is a reference to a regulation or sub-regulation in these regulations.
- (d) whenever a power or duty is given or imposed on the Minister<sup>2</sup> or the Director-General<sup>3</sup>, the Minister or Director-General may delegate that power or duty in terms of section 48(1)<sup>4</sup> or 56(2)<sup>5</sup> of the Act.
- (e) the small numbers direct you to the footnotes on the same page.
- (f) Footnotes -
  - (i) explain definitions in the Act;
  - (ii) summarise sections in the Act, where a section is referred to for the first time;
  - (iii) give explanations or examples;
  - (iv) give cross-references to regulations, sub-regulations or other footnotes.

<sup>1</sup> The Act means the National Forests Act, 1998 (Act no. 84 of 1998).

<sup>2</sup> "The Minister" means the Minister of Water Affairs and Forestry.

<sup>3</sup> "The Director-General" means the Director-General of Water Affairs and Forestry.

<sup>4</sup> The Minister's power to delegate his/her duties.

<sup>5</sup> The Director-General's power to delegate his/her duties.

- (g) the singular includes the plural, unless the way it is used indicates that it only refers to the singular.
- (h) the plural includes the singular, unless the way it is used indicates that it only refers to the plural.

### Some important definitions

- 2. (1) In these regulations, unless the way it is used indicates otherwise –
  - (a) “access” means entry into and use of roads and other structures in State forests and other forests.
  - (b) “the Act” means the National Forests Act, 1998 (Act No. 84 of 1998).
  - (c) “applicant” means a person applying for a licence under these regulations.
  - (d) “Department” means the Department of Water Affairs and Forestry.
  - (e) “Director-General” means the Director-General of the Department of Water Affairs and Forestry.
  - (f) “dispose of” means to get rid of in an environmentally acceptable way.
  - (g) “face-value licences” means licences with the value stamped or printed on the licence.
  - (h) “licensee” means the person holding a licence under these regulations.
  - (i) “lot” means a collection of forest produce or forest products to be sold as a unit at a public auction, by tender or at a tariff.
  - (j) “the Minister” means the Minister of Water Affairs and Forestry.
  - (k) “notice” means notice in the Government Gazette.
  - (l) “price” means, for sales –
    - (i) by public auction: the price of the accepted bid;
    - (ii) by tender: the price of the successful tender; or



- (iii) at a tariff: the value fixed by the tariff.
  - (m) "processed" means put through the special methods needed to produce a product.
  - (n) "publishing" means publishing a notice in the Government Gazette, unless another way of publishing is mentioned.
  - (o) "reserve price" means a minimum price for selling.
  - (p) "road" means any road, slip path, sledge path or foot path in or leading into a State forest.
  - (q) "servitude" means a right, less than ownership, over another's property.
  - (r) "tariff" means a table of fixed charges.
- (2) Words derived from the words defined have corresponding meanings, unless the way they are used indicates otherwise.
- (3) A reasonable interpretation of parts of these regulations which is consistent with the purposes of the Act and these regulations must be preferred over another interpretation which is not.
- (4) In these regulations, neither -
- (a) a reference to a duty to consult specific persons or authorities, nor
  - (b) the absence of any reference to a duty to consult or give a hearing,
- exempts<sup>6</sup> the official or authority exercising a power or performing a duty from the duty to act fairly towards all persons who have a right to be heard.
- (5) Footnotes are used only as an aid to readers and must not be used to interpret these regulations.

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<sup>6</sup> "Exempts" means excuses from having to follow part of a law.

## Chapter 2: Sustainable forest management

### Research

3. (1) Before commissioning research, the Minister<sup>7</sup> may -
- (a) give notice of the proposal to commission research and the subject matter of this research;
  - (b) invite comments, suggestions and objections to be submitted within a set period; and
  - (c) consider the comments, suggestions and objections received in response to the notice.
- (2) The Minister commissions research by publishing<sup>8</sup> a notice<sup>9</sup> -
- (a) recording the decision to commission the research;
  - (b) naming the person, persons or organisation that will conduct the research; and
  - (c) fixing the period for carrying out the research.

## Chapter 3: Use of forests

### Sale of forest produce and forest products

4. (1) The sale of forest produce<sup>10</sup> or forest products<sup>11</sup> from a State forest must take place -
- (a) by public auction<sup>12</sup>;
  - (b) by tender<sup>13</sup>; or

<sup>7</sup> "The Minister" means the Minister of Water Affairs and Forestry.

<sup>8</sup> "Publishing" means publishing a notice in the Government Gazette.

<sup>9</sup> "Notice" means a notice in the Government Gazette.

<sup>10</sup> "Forest produce" is anything which appears or grows in a forest, including any living organism and any product of it, and inanimate objects of mineral, historical, anthropological or cultural value.

<sup>11</sup> "Forest products" are objects or substances made from forest produce by a mechanical or chemical process.

<sup>12</sup> An "auction" is a public sale at which goods are sold to the person who offers the highest price.

<sup>13</sup> A "tender" is a competition amongst individuals or entities making a formal offer to buy goods or services.

- (c) at a tariff<sup>14</sup> issued by the Minister under section 55;<sup>15</sup>
- except for sales by SAFCOL or by agreement made under section 26,<sup>16</sup> 27<sup>17</sup> or 30<sup>18</sup>.
- (2) The Minister may arrange a sale by public auction or by tender, in a manner and on terms set by the Minister.
- (3) Before a sale by public auction the Minister may -
- (a) withdraw all or any of the forest produce or forest products offered for sale;
  - (b) postpone the sale to a later date, if for any valid reason it cannot be held.
- (4) At a sale by public auction the Minister may -
- (a) put a reserve price<sup>19</sup> on any forest produce or forest product;
  - (b) change the reserve price put on any forest produce or forest product;
  - (c) refuse to accept the highest or only bid;
  - (d) offer any lot<sup>20</sup> for re-auction.
  - (e) if the successful bidder fails to pay the purchase price at the conclusion of the sale or to give security under sub-regulation (9)(b) and (c)<sup>21</sup> -
    - (i) declare the sale void,<sup>22</sup> and
    - (ii) offer the forest produce or forest product for sale by another public auction.
- (5) Whenever forest produce or forest products are to be sold by public auction or by tender the Minister must, despite sub-regulation (2),<sup>23</sup> publish a notice of the sale in at least one local advertising medium.<sup>24</sup>

<sup>14</sup> "Tariff" means a table of fixed charges.

<sup>15</sup> The Minister's power to issue tariffs of fees for licences and charges.

<sup>16</sup> The Minister's power to grant servitudes in State forests. ("Servitude" means a right, less than ownership, over another's property.)

<sup>17</sup> The Minister's power to lease a State forest or part of it.

<sup>18</sup> The Minister's power to make community forestry agreements.

<sup>19</sup> "Reserve price" means a minimum price for selling.

<sup>20</sup> "Lot" means a collection of forest produce or forest products to be sold as a unit at a public auction, by tender or at a tariff.

<sup>21</sup> See page 10.

<sup>22</sup> This means that the sale is cancelled.

- (6) Tenders must -
- (a) be signed by or on behalf of the tenderer,<sup>25</sup> sealed and delivered -
    - (i) to a place or a person named in the notice
    - (ii) on or before a date and time set in the notice, and
  - (b) follow any requirements set out in the notice.
- (7) The Minister does not have to accept any tender submitted.
- (8) The sale of timber is at the purchaser's risk and the Minister gives no warranty against latent defects,<sup>26</sup> unless -
- (a) the Minister has agreed otherwise, or
  - (b) the Minister is prepared to make concessions on the volume, because of the defects.
- (9) The Minister may require the purchaser -
- (a) to pay in cash or by bank-guaranteed cheque, or
  - (b) to deposit a bond of security issued by a registered commercial bank or insurance company for the amount, and in the form and manner the Minister sets for -
    - (i) the fulfilment of the purchaser's duties, and
    - (ii) compensation for any damage to forest produce or forest products that may be caused by the purchaser's negligence.
  - (c) to pay cash and deposit security, as long as the combined value of this payment and deposit is not less than the amount owing by the purchaser.
- (10) If any person breaches<sup>27</sup> sub-regulation (9), the Minister may -
- (a) cancel the contract, and

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<sup>23</sup> See page 9.

<sup>24</sup> For example, a newspaper or radio station.

<sup>25</sup> Person making a tender.

<sup>26</sup> This means the Minister gives no guarantee that the timber does not have any faults that you cannot see at the time of the sale, for example, rotting.

<sup>27</sup> "Breaches" means goes against or does not follow a sub-regulation.

- (b) claim payment for any loss or damage suffered as a result of the contravention<sup>28</sup>.
- (11) Timber or other forest produce other than that obtained under regulation 9(6) may be sawn, cut, converted, processed<sup>29</sup> or treated at any sawmill, sawpit, saw work station or depot within a State forest only if -
- (a) it was obtained through a sale under this regulation, or
- (b) the Minister has given consent<sup>30</sup> in writing.
- (12) Where -
- (a) the contract fixes a period for the removal of forest produce or forest products from the place where it has been harvested, sawn, cut, processed, treated, sold or stored, and it has not been removed, the Minister may -
- (i) grant an extension of time for the removal of the forest produce or forest product; and
- (ii) at the expiry of the extended time, remove and dispose of the forest produce or forest product in a manner to be decided by the Minister.
- (b) the contract does not fix a period for the removal of the forest produce or forest product, and the produce or product has not been removed within a reasonable time, the Minister may -
- (i) give notice to the purchaser to remove the produce or product within a set time, and
- (ii) at the expiry of the set time, remove and dispose of<sup>31</sup> the forest produce or forest product in a manner to be decided by the Minister.
- (c) in the case of either (a)(ii) or (b)(ii), the Minister has removed and disposed of any forest produce or forest product, the Minister may claim payment for any loss or damage suffered.
- (d) the Minister acts under (a)(ii) or (b)(ii), he or she may employ the services of an agent.<sup>32</sup>
- (13) Sales of other assets<sup>33</sup> in State forests are governed by other laws.

<sup>28</sup> A "contravention" (to contravene) means the same as "breach".

<sup>29</sup> "Processed" means put through the special methods needed to produce a product.

<sup>30</sup> To give consent means to give permission.

<sup>31</sup> "Dispose of" means to get rid of in an environmentally acceptable way.

<sup>32</sup> A person authorised to act on behalf of the Minister.

## Chapter 4: Measures

### Measures of area, dimension, volume and mass for forest produce and forest products sold from a State forest

5. (1) Calculations and measurements of area, dimension, volume and mass of forest produce or forest products must follow -
- (a) units and symbols set by the Measuring Units and National Measuring Standards Act, 1973 (Act No. 76 of 1973), and
  - (b) internationally accepted forestry practices where these do not go against South African law or practice.
- (2) Where forest produce or a forest product -
- (a) is irregularly shaped, or
  - (b) can for any reason not be accurately measured,
- the Minister may set rules and methods for -
- (i) calculating estimates of area, dimension, volume or mass
  - (ii) applying rounded-off fractions,<sup>34</sup> conversion factors<sup>35</sup> and average dimensions.
- (3) The Minister may -
- (a) in measuring any tree, log or timber, and
  - (b) as a result of any defect in its shape or substance,
- make concessions<sup>36</sup> on its price.

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<sup>33</sup> Assets that are not forest produce or forest products.

<sup>34</sup> For example,  $5\frac{1}{2}$  becomes 6.

<sup>35</sup> For example, (a) measuring a rectangular stack of pole-sized logs by calculating the volume by its length, width and height, and then using relevant figures (the conversion factor) to work out the solid volume of the wood, or (b) for form of logs and trees, and bark thickness.

<sup>36</sup> The Minister may adjust the price, in this case making it lower.

## Chapter 5: Licences

### General

6. (1) In every application made for a licence in terms of this Act<sup>37</sup> by a person who claims to be applying on behalf of a community or other legal entity, the applicant<sup>38</sup> must state –
- (a) the name of the community or entity and its location or relationship with respect to the State forest;
  - (b) whether or not the community or entity is a party to a community forestry agreement under section 30<sup>39</sup>;
  - (c) whether or not the community is a community property association under the Community Property Association Act, 1996 (Act No. 28 of 1996); or
  - (d) if not a Community Property Association, the nature of the legal entity.
- (2) No licence may be issued unless the applicant has complied with all such requirements as laid down by any environmental legislation.
- (3) Any fee or charge payable under section 55<sup>40</sup> must be paid –
- (a) on the issuing of the licence, and
  - (b) if the licence is issued for a fixed period, for that period, unless the Minister<sup>41</sup> has agreed to different terms, or
  - (c) if the licence is issued for an indefinite period, for that period or at intervals set by the Minister, but the period or intervals must be for at least three months,
  - (d) following any conditions set by the Minister.
- (4) The Minister may withdraw or change any tariff issued under section 55<sup>42</sup> or these regulations.
- (5) No licensee<sup>43</sup> may –

<sup>37</sup> The Act means the National Forests Act, 1998 (Act no. 84 of 1998).

<sup>38</sup> "Applicant" means a person applying for a licence under these regulations.

<sup>39</sup> The Minister's power to enter into community forestry agreements.

<sup>40</sup> The Minister's power to issue tariffs of fees for licences and charges.

<sup>41</sup> "The Minister" means the Minister of Water Affairs and Forestry.

<sup>42</sup> The Minister's power to issue tariffs of fees for licences and charges.

- (a) in any way interfere with -
    - (i) the lawful exercise of any right granted to any person under a licence issued under the Act or these regulations,
    - (ii) any forester or official of the Department<sup>44</sup> in the performance of their duties under the Act or these regulations.
  - (b) plant any weed or invasive plant in any area in respect of which a licence has been issued, unless permitted to do so in terms of the licence or any other law.
  - (c) burn any live or dead tree, plant or vegetation without the consent and supervision of a forest officer or other authorised official of the Department.
- (6) If the Minister –
- (a) amends, suspends or cancels a licence in terms of section 25(2)<sup>45</sup>, and
  - (b) the licensee is opposed to such decision,
- the Minister may appoint a mediator<sup>46</sup> or arbitrator<sup>47</sup> from the panel referred to in section 45(1) or (2)<sup>48</sup>.
- (7) If -
- (a) the Minister amends, suspends or cancels a licence,
  - (b) the cancellation is not due to any act or omission by the licensee,
  - (c) the licence has been issued for a fixed period, and
  - (d) the licensee has paid a fee or a charge under the tariff,
- the Minister must, out of the amount already paid, pay to the licensee the proportional amount for the unexpired period of the licence.

<sup>43</sup> "Licencee" means the person or organisation holding a licence under these regulations.

<sup>44</sup> "Department" means the Department of Water Affairs and Forestry.

<sup>45</sup> The Minister's power to amend, suspend or cancel a licence or category of licences.

<sup>46</sup> A person agreed on by people involved in a dispute to help them resolve the dispute.

<sup>47</sup> A person agreed on by people involved in a dispute to decide the dispute.

<sup>48</sup> The Minister's power to set up a list, or to use an existing list of mediators or arbitrators, to help solve disputes.



### Types of applications and licences

7. (1) Whenever -
- (a) an application is made and no official form is required,<sup>49</sup> the application may be made to -
    - (i) an administrative official of the Department;
    - (ii) a Regional Director;
    - (iii) an Area Manager;
    - (iv) a Forest Estate Manager; or
    - (v) the Director-General.
  - (b) a licence is issued, the licence must be on the official General Licence Form 14 in Schedule 2, if no other form is referred to.<sup>50</sup>
- (2) The Minister may from time to time issue face-value licences<sup>51</sup> for any activity under these regulations.

### Establishment and management of a plantation

8. (1) Any person, organ of State<sup>52</sup> or organisation may apply to the Minister for a licence to establish and manage a plantation in a State forest.
- (2) An application under sub-regulation (1) must be made on Form 1 in Schedule 1.
- (3) An application under this regulation -
- (a) must be sent in with a planting plan, which sets out -
    - (i) the name of the State forest;
    - (ii) the area proposed for planting trees;
    - (iii) the period for which the licence is needed; and

<sup>49</sup> In other words, you do not have to apply on an official application form. In these regulations, there are official forms for applying for licences only when the Minister must get certain fixed information to decide on a licence. See the official application forms in Schedule 2.

<sup>50</sup> For example, the face-value licences issued under sub-regulation (2).

<sup>51</sup> These are licences with the value stamped or printed on the licence.

<sup>52</sup> For example, a government department.

- (iv) the type of trees to be planted; and
- (b) may include other relevant information -
  - (i) that the applicant thinks is necessary to support the application;
  - (ii) that the Minister requires.

**Felling<sup>53</sup> of trees, removal and processing<sup>54</sup> of timber; harvesting, removal and processing of other forest produce and forest products**

9. (1) Any person, organ of State or organisation may, if not a party<sup>55</sup> to an agreement under section 26<sup>56</sup>, 27<sup>57</sup>, 28<sup>58</sup> or 30,<sup>59</sup> apply to the Minister for a licence to -
- (a) fell trees, remove and process timber from a State forest;
  - (b) harvest, remove and process any other forest produce or forest product from the State forest.
- (2) An application under sub-regulation 1 must be made on Form 2 in Schedule 1.
- (3) The Minister may -
- (a) direct that -
    - (i) all timber or other forest produce or product that has been needlessly wasted in the felling, harvesting, removal or processing thereof must be valued, and
    - (ii) this value must be included in the price of the tree or other forest produce or product.
  - (b) place a mark, electronic chip or any other form of identification on any standing tree, other forest produce or forest product sold or for sale.
- (4) No person may remove, destroy, deface<sup>60</sup> or otherwise interfere with the mark, electronic chip or other identification referred to in sub-regulation (5), unless they have the consent of a forest officer.

<sup>53</sup> "Felling" means cutting down.

<sup>54</sup> "Processing" means being put through the special methods needed to produce a product.

<sup>55</sup> One of the persons, bodies or organisations that made the agreement.

<sup>56</sup> The Minister's power to grant servitudes in State forests.

<sup>57</sup> The Minister's power to lease a State forest or part of it.

<sup>58</sup> The Minister's power to enter an agreement to sell timber or other forest produce in a State forest.

<sup>59</sup> The Minister's power to make community forest agreements.

(5) Except for persons who are -

- (a) licensed under section 7(1)(a)<sup>61</sup> or 23(1)(b),<sup>62</sup>
- (b) exempt<sup>63</sup> under section 7(1)(b)<sup>64</sup> or 24(6),<sup>65</sup> or
- (c) parties to an agreement under section 26, 27, 28 or 30,<sup>66</sup>

no person may remove any tree, other forest produce or forest product from a State forest unless -

- (i) it has been marked or otherwise identified by the Minister,
  - (ii) where the tree, other forest produce or forest product can for any reason not be marked or identified, its removal has been authorised by a forest officer, or
  - (iii) the contract of sale for the tree, other forest produce or forest product says otherwise.
- (6) No forest produce or forest product may be processed in a State forest, except in a place set aside for that purpose by a forest officer.
- (7) Any trees, other forest produce or forest products that must be marked or identified under this regulation must be stacked<sup>67</sup>, or presented so that each tree, forest produce or forest product is easily and safely accessible to the forest officer.
- (8) Where the trees, other forest produce or forest products are not stacked as set out in sub-regulation (7), the forest officer may -
- (a) refuse to mark or identify it, and
  - (b) stop its removal until it has been properly stacked, and marked or identified.
- (9) (a) The forest officer must, before the processing of any trees, other forest produce or forest product takes place under this regulation, work out -
- (i) the volume, and

<sup>60</sup> For example, spoil the appearance of something by damaging it or writing on it.

<sup>61</sup> Licence to remove an indigenous living tree from a natural forest.

<sup>62</sup> Licence to fell trees and remove timber.

<sup>63</sup> "Exempt" means excused from having to follow part of a law.

<sup>64</sup> Exempt from having to get a licence to remove an indigenous living tree from a natural forest.

<sup>65</sup> Exempt because the activity is for domestic, cultural, health or spiritual purposes only.

<sup>66</sup> See footnotes 56, 57, 58 and 59.

<sup>67</sup> Neatly arranged or packed into a pile.

- (ii) the price of the produce or product.
- (b) If as a result of defects in the trees or other forest produce, the forest officer cannot work out the price, the officer may allow the purchaser to process as much of the trees or other forest produce as will be enough for the officer to work out the price.

**The use of land, structures or buildings for domestic, residential, industrial or commercial purposes**

**10. (1) The Minister -**

- (a) may on land set aside for that purpose in a State forest, and
- (b) may for the proper management of the forest -
  - (i) construct dwellings<sup>68</sup>, buildings or other structures for the use of employees of the Department
  - (ii) establish or provide amenities for the use of employees of the Department, and
- (c) must approve the building plan or plans for any building or structure.

- (2) (a) Any holder of a right to land in a State forest and for the proper use of this right, or
- (b) any person, organ of State or organisation, and for the purpose of operating or running any business, or for any other commercial purpose,

may apply for a licence to construct, erect or use a building, shelter, structure or tent.

- (3) An application under this regulation must be on Form 3 in Schedule 1.
- (4) The licensee must maintain the building or structure and site in a neat condition during the licence period.
- (5) No licence under this regulation may be issued unless -
  - (a) tenders have been called for, or
  - (b) the Minister has by notice<sup>69</sup> done away with the requirement for tenders.

<sup>68</sup>

A "dwelling" is a place to live.

**The use of land for agricultural purposes**

11. (1) Any person may apply to the Minister for a licence to clear, plough or cultivate land in a State forest for the growing of crops.
- (2) An application under sub-regulation (1) must be made on Form 4 in Schedule 1.
- (3) A licence issued under this regulation must -
- (a) define the area for which it is granted;
  - (b) describe the types of crops that may be grown in the area; and
  - (c) set out conditions to ensure that the clearing, ploughing or cultivation is not harmful to the environment.
- (4) No licence may be issued under this regulation if the land intended for clearing, ploughing or cultivation is in an area protected under the Act or any other law.

**The use of land, forest produce or forest products for educational or scientific purposes**

12. (1) Any person or organisation may apply to the Minister for a licence to use State forest land, forest produce or forest products for educational or scientific purposes.
- (2) An application under sub-regulation (1) must be made on Form 5 in Schedule 1.
- (3) The Minister may, from a State forest, make available to any person, organisation or body free samples of forest produce or any forest product for educational, research, testing, demonstration, promotion or other related purposes.

**The use of land for communication purposes; the moving of electricity, water, fuel and gas**

13. (1) Any person may apply to the Minister for a licence to erect, construct, use and maintain telecommunication lines, power transmission lines or cables across a State forest.
- (2) An application under sub-regulation (1) must be made on Form 6 in Schedule 1.

**The construction, maintenance or use of roads in State forests**

14. (1) Any person may apply to the Minister for a licence to construct, maintain or use roads in a State forest.
- (2) An application under sub-regulation 1 must be on Form 7 in Schedule 1.
- (3) Except for State forests managed in terms of an agreement under section 27<sup>70</sup>, the Minister may, at any time and without being liable to any person for any damages –
- (a) close any road in a State forest;
  - (b) prohibit or restrict the use of any road –
    - (i) for a fixed or indefinite period;
    - (ii) by a particular type of vehicle, animal, equipment or machinery;
    - (iii) for any particular purpose.
  - (c) regulate the use of any road within a State forest by traffic signs and other measures.

**The grazing or herding of animals**

15. (1) Any person may apply to the Minister for a licence to graze or herd animals in a State forest.

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<sup>70</sup> The Minister's power to lease a State forest or part of it.

- (2) An application under sub-regulation (1) must be made on Form 8 in Schedule 1.
- (3) No licence may be issued under this regulation in respect of a State forest which has a natural forest or protected area in it unless -
- (a) the Minister is of the opinion that issuing the licence will not have a harmful effect on the forest or area;
  - (b) it is compatible<sup>71</sup> with the management plan of that forest or area;
  - (c) the management plan or rules of the forest or area allow otherwise.
- (4) In addition to any other licence conditions, the Minister may -
- (a) set the number and type of animal that may be grazed or herded;
  - (b) demarcate<sup>72</sup> the area where the grazing or herding may take place;
  - (c) set out the manner in which the area referred to in paragraph (b) above, will be managed;
  - (d) fix seasons when grazing or herding may take place.
- (5) The Minister may, in addition to the penalties under section 63 (4)<sup>73</sup> and (5)<sup>74</sup>, impound<sup>75</sup> any animal grazed or herded in a State forest in contravention of<sup>76</sup> the Act or these regulations.
- (6) Any impoundment of animals under this regulation -
- (a) does not deprive the Minister of any right to claim damages under the common law or statute;
  - (b) must be performed in terms of, and is subject to, the provisions of any applicable law, ordinance or bye-law.
- (7) A licence issued under this regulation is cancelled if a State forest, or part of it, becomes a protected area under the Act or any other law, unless the Minister directs otherwise.

<sup>71</sup> "Compatible" means to fit in well with something or someone.

<sup>72</sup> Clearly establish limits to an area.

<sup>73</sup> Penalties for unlicensed activities in protected and unprotected areas.

<sup>74</sup> Penalties for breaking conditions in licences, exemptions or other authorisations for protected areas or other forests.

<sup>75</sup> "Impound" is when the authorities take something away from its owner.

<sup>76</sup> In other words, going against or not following the Act or regulations.

## Hunting and fishing

16. (1) Any person may apply to the Minister for a licence to hunt, catch or kill any game, bird, insect, fish or other animal in a State forest;
- (2) An application for a licence under sub-regulation (1) must be made on Form 9 in Schedule 1.
- (3) The issuing of a licence under this regulation must follow the law dealing with the protection and preservation of species and habitats.

## Mining

17. (1) Any person may apply to the Minister for a licence –
- (a) to prospect for or mine precious and base metals, minerals or precious stones, and
- (b) to do anything he or she may lawfully do for that purpose.
- (2) An application under sub-regulation (1) must be made on Form 10 in Schedule 1.
- (3) No licence may be issued under this regulation unless the application is accompanied by a prospecting permit or mining authorisation, issued under the Minerals Act, 1991 (Act No. 50 of 1991).

## Chapter 6: Access to forests

### The construction, maintenance or use of roads or any other means of transportation and communications into State forests

18. (1) For the purpose of providing access<sup>77</sup> to any State forest, the Minister<sup>78</sup> may enter into an agreement with any owner of land to –
- (a) allow members of the public and employees of the Department<sup>79</sup> to use a road or other structure on that owner's land;

<sup>77</sup> "Access" means entry into and use of roads and other structures in State forests and other forests.

<sup>78</sup> "The Minister" means the Minister of Water Affairs and Forestry.

<sup>79</sup> "Department" means the Department of Water Affairs and Forestry.



- (b) build and maintain a road,<sup>80</sup> bridge, culvert<sup>81</sup>, chute<sup>82</sup> or landing strip;
  - (c) lay and maintain railway lines, underground cables, slip paths or sledge paths;
  - (d) erect and maintain telephone lines, power lines or cableways;
  - (e) construct and maintain any other similar structure.
- (2) The agreement may include conditions on –
- (a) the joint undertaking of such building, laying, erection, construction and maintenance of any such structure;
  - (b) the sharing of the costs;
  - (c) the issuing of any licence for the use of any structure referred to in sub-regulation (1);
  - (d) the granting of an exemption under section 24(6)(a)<sup>83</sup>;
  - (e) compensation to the owner of the land;
  - (f) the sharing of any fees from the use of any of the structures;
  - (g) the general management of the structures.

**Access to forests other than State forests for recreation, education, culture or spiritual fulfilment**

19. (1) When taking action under section 21(1),<sup>84</sup> the Minister must approach the owner and
- (a) state why he or she wishes to promote access;
  - (b) request the owner to indicate if he or she is willing to allow access to the public and on what conditions; and
  - (c) draw the owner's attention to section 21(4).<sup>85</sup>

<sup>80</sup> "Road" means any road, slip path, sledge path or foot path in or leading into a State forest. See regulation 2(1)(p).

<sup>81</sup> A drain or covered channel under a road or railway.

<sup>82</sup> An inclined channel or passage for timber to pass through.

<sup>83</sup> Exemption because the activity is for domestic, cultural, health or spiritual purposes only.

<sup>84</sup> The Minister's power to promote access to forests on private land.

<sup>85</sup> The Minister's power to give financial or other assistance to develop public access, or compensate an owner for losses because of public access to private land.

- (2) If the owner requires financial or other assistance for giving access, the owner must -
  - (a) state the nature, extent and duration of the assistance;
  - (b) set out how the assistance will be used;
  - (c) fully explain how the assistance will benefit the forest, the public or the environment; and
  - (d) give all other relevant information.
- (3) If the owner wants compensation for any loss caused by the grant of access, the owner must -
  - (a) accurately state the nature and extent of the loss, and the circumstances leading to the loss;
  - (b) fix the amount he or she is asking for;
  - (c) set out how the amount has been calculated;
  - (d) supply receipts, vouchers and all other evidence in support of his or her claim; and
  - (e) give all other relevant information.

**Request by a person seeking access to a forest other than a State forest for recreation, education, culture or spiritual fulfilment**

20. (1) Any person or the registered owner of land may request the Minister to enter into negotiations in terms of section 21(3)<sup>86</sup>.
- (2) A request under this regulation must –
- (a) identify the forest to which access is sought;
  - (b) give details of the registered owner of the land; and
  - (c) give reasons for the request.
- (3) Access granted in terms of this regulation is subject to section 21(2)<sup>87</sup>.

<sup>86</sup> The Minister's power to authorise negotiations with interested parties to determine under what conditions a registered owner is willing to grant access to the public.

<sup>87</sup> The registered owner indicates to the Minister in writing under what conditions he/she is willing to grant access to the public.

## Chapter 7: Protection of trees and forests

### Licences for activities in respect of indigenous living trees in natural forests or their products

21. (1) Any person, or organ of State may apply to the Minister for a licence to do anything referred to in section 7(1)<sup>88</sup>.
- (2) An application under sub-regulation (1) must be made on Form 11 in Schedule 1.
- (3) No licence may be issued under this regulation unless the applicant has complied with all such requirements as are laid down by any environmental legislation.
- (4) Whenever a licence is issued under sub-regulation (1), the licence must be shown on the official Licence Form 15 in Schedule 2.

### Licences for activities in respect of protected trees or products of protected trees

22. (1) Any person or organ of State may apply to the Minister for a licence to do anything referred to in section 15(1)<sup>89</sup>.
- (2) An application under sub-regulation (1) must be made on Form 12 in Schedule 1.
- (3) No licence may be issued under this regulation –
- (a) unless the applicant has complied with all such requirements as are laid down by any environmental legislation, and
- (b) in respect of trees protected under section 14<sup>90</sup>.

<sup>88</sup> This section prohibits anybody from cutting, disturbing, damaging, destroying or removing any indigenous tree from a natural forest, or any forest product derived from such a protected tree - for example, plants. ("Forest produce" is anything which appears or grows in a forest, including any living organism and any product of it, and inanimate objects of mineral, historical, anthropological or cultural value. "Forest products" are objects or substances made from forest produce by a mechanical or chemical process.)

<sup>89</sup> Licence to cut, disturb, damage, destroy, remove, transport, buy or sell, or dispose of any protected tree in any way, or any forest product derived from a protected tree - for example, plants. ("Forest produce" is anything which appears or grows in a forest, including any living organism and any product of it, and inanimate objects of mineral, historical, anthropological or cultural value. "Forest products" are objects or substances made from forest produce by a mechanical or chemical process.)

<sup>90</sup> Trees declared temporarily protected by publishing a notice in a newspaper.

- (4) Whenever a licence is issued under sub-regulation (1), the licence must be shown on the official Licence Form 15 in Schedule 2.

**Protection of forests, trees and groups of trees on application by persons or organs of State**

23. (1) Any person or organ of State may apply to the Minister to protect a forest, a tree or a group of trees in terms of Chapter 3.
- (2) An application under sub-regulation (1) must be made on Form 13 in Schedule 1.

**Setting aside of specially protected areas on private land**

24. (1) A registered owner of land may -
- (a) request the Minister to declare his or her land or any part of it, or
  - (b) give consent to the Minister to declare his or her land or any part of it a specially protected area as one of the areas listed in section 8(1).<sup>91</sup>
- (2) A request to the Minister under sub-regulation (1) must -
- (a) clearly identify the area;
  - (b) set out in detail the nature of the fauna and flora in the area;
  - (c) fully set out the reasons why the protection is needed;
  - (d) identify the nature of any rights that other persons have over the land;
  - (e) be sent in with a map of the area;
  - (f) say who will benefit from the protection and in what way; and
  - (g) give any further relevant information.
- (3) If the owner needs financial or other assistance for the management of the protected area, he or she must, with the request -
- (a) state the nature, extent and duration of the assistance;

<sup>91</sup> A forest nature reserve, a forest wilderness area, or another type of protected area recognised in international law or practice.

- (b) set out how the assistance will be used;
  - (c) fully explain how the assistance will benefit the area, the public or the environment; and
  - (d) give all other relevant information.
- (4) The consent by the owner under section 8(1)(c)<sup>92</sup> must be in writing and may include suggestions on the proper management of the area.

### **Management of protected areas**

25. Except for areas protected at the request of registered owners of land in terms of regulation 23, the Minister must –
- (a) whenever he or she decides to declare an area a protected area -
    - (i) consider any existing policy documents and management plans for the area, and
    - (ii) prepare a policy statement for the area, and
  - (b) as soon as possible after the declaration -
    - (i) if there is no management plan or rules for the area, draw up a plan and rules, and
    - (ii) where an area is visited by the public, display and make the rules available in the area.

## **Chapter 8: Information**

### **Statistical returns on plantations, timber processing factories or plants**

26. (1) The Minister may request –
- (a) an owner of a plantation or any group of owners, or
  - (b) a person in charge of a timber processing factory or plant

<sup>92</sup>

The Minister's power to declare land outside a State forest as a specially protected area at the request or with the consent of the registered owner.

to submit statistical returns as required in Forms 16 and 17 in Schedule 3.

- (2) Information submitted under sub-regulation (1) must be for –
  - (a) the preceding period of one year from 1 July to 30 June;
  - (b) for the most recent financial year, or
  - (c) such other period as the Minister may determine.
- (3) The request referred to in sub-regulation (1) must –
  - (a) state the date by which the information must be provided;
  - (b) be made at least one month before the end of the period referred to in sub-regulation (2); and
  - (c) allow for a period of at least three months for the submission of the information.

### **Statistical returns on natural forests and woodlands**

- 27. (1) The Minister may enter into an agreement with any Province for the Province to submit to the Minister statistical returns for natural forests and woodlands in the Province.
- (2) The Minister may authorise any official of the Department or any other suitable person to –
  - (a) enter and inspect a forest;
  - (b) obtain from the owner any information on the forest that may lawfully be obtained;
  - (c) examine and make copies of any book or document reasonably believed to affect the forest; and
  - (d) obtain from the owner or any person in possession of this book or document, a statement about any entry in the book or document.
- (3) No entry, inspection or examination may be made, or information obtained or a statement taken, outside the hours of 08h00 to 18h00.

## Chapter 9: Servitudes

### Granting and licensing of servitudes<sup>93</sup>

28. (1) Any person may apply to the Minister for the granting of a servitude in a State forest.
- (2) No activity under a servitude may be carried on before –
- (a) the servitude has been registered; and
  - (b) a licence in respect of all activities under that servitude has been issued.

## Chapter 10: Community forestry

### Community forestry assistance

29. (1) A community or a person engaged in activities referred to in section 32(1)<sup>94</sup> may apply to the Minister for assistance.
- (2) The application –
- (a) must –
    - (i) state the nature, extent and duration of the assistance;
    - (ii) say whether or not any assistance has been applied for or received from any other source;
    - (iii) set out how the assistance will be used; and
    - (iv) fully explain how the assistance will benefit the community, forest or the environment; and
  - (b) may include other relevant information the community thinks is necessary to support the application.

<sup>93</sup> A right, less than ownership, over another's property.

<sup>94</sup> Community forestry includes small-scale plantation forestry by people disadvantaged by unfair discrimination; planting of trees by a person or organ of State for aesthetic reasons or to improve the quality of life; and the sustainable use of a natural forest or woodland by a community (other than by an agreement referred to in Section 30 of the Act) in a rural or urban area and whether in or outside a State forest.

## Chapter 11: Enforcement

### Appointment of forest officers

30. (1) Proof of appointment of a forest officer must -
- (a) be in writing;
  - (b) be headed with the words "Department of Water Affairs and Forestry";
  - (c) show the signature of the Director-General<sup>95</sup>, or an official appointed by the Director-General; and
  - (d) include -
    - (i) the full names of the forest officer;
    - (ii) the date of his or her appointment;
    - (iii) the words "forest officer" in bold print; and
    - (iv) a clear photograph of the forest officer.
- (2) The proof of appointment is not transferable<sup>96</sup> and must be returned to the Director-General when a person is no longer a forest officer.

### Inspections

31. (1) The Minister may carry out an inspection under section 53(4)(a)<sup>97</sup>.
- (2) An inspection carried out under this regulation must be conducted after -
- (a) the designation<sup>98</sup> referred to in section 53(4)(a) has been shown;
  - (b) the reason for the inspection has been explained; and
  - (c) a request to consent to the inspection has been made

<sup>95</sup> "The Director-General" means the Director-General of the Department of Water Affairs and Forestry.

<sup>96</sup> It may be used only by the person it is given to.

<sup>97</sup> The Minister's power to make regulations for the inspection of any forest, trees, timber, vehicle, pack-animal or premises by a person appointed by the Minister.

<sup>98</sup> Appointment to do something, for example as a forest officer or inspector.



to the owner, possessor,<sup>99</sup> driver, rider or other person in control of the forest, trees, timber, vehicle, pack-animal<sup>100</sup> or premises.<sup>101</sup>

- (3) If the consent is unreasonably refused, the inspector may go ahead with the inspection.
- (4) For the purposes of the inspection referred to in sub-regulation (1), the inspector may, for any lawful reason -
  - (a) enter any forest, vehicle or premises;
  - (b) get from the owner, possessor, driver, rider or person in control -
    - (i) any information on the forest, trees, timber, vehicle, pack-animal or premises;
    - (ii) a statement about any issue to do with the forest, trees, timber, vehicle, pack-animal or premises.
  - (c) examine and make copies of any book or document reasonably believed to affect the forest, trees, timber, vehicle, pack-animal or premises.

## Chapter 12: Offences and penalties

### Offences and penalties

32. (1) The Minister has in terms of section 53(6)<sup>102</sup> -
- (a) determined that the infringements referred to in sub-regulation (2) constitute criminal offences, and
  - (b) prescribed maximum penalties for the offences.
- (2) (a) Any person who saws, cuts, converts, processes or treats timber or other forest produce in contravention of regulation 4(11)<sup>103</sup> is guilty of an offence and liable on a first conviction to a fine or imprisonment for a period not exceeding one year, or to both a fine and such imprisonment.

<sup>99</sup> Person having or controlling something.

<sup>100</sup> For example, a horse or ass.

<sup>101</sup> For example, building, office, shed or store.

<sup>102</sup> The Minister's power to decide when infringements of certain regulations constitute a criminal offence, and to prescribe maximum penalties for these offences.

<sup>103</sup> See page 11.

(b) Any person who does not remove forest produce or forest products

- (i) within the extended time referred to in regulation 4(12)(a)(i)<sup>104</sup>;
- (ii) within the notice period referred to in regulation 4(12)(b)(i)<sup>105</sup>;

is guilty of an offence and liable on a first conviction to a fine or imprisonment for a period not exceeding one year, or to both a fine and such imprisonment.

(c) Any person who contravenes the prohibition on -

- (i) the interference with -
  - (aa) the exercise of a right referred to in regulation 6(5)(a)(i)<sup>106</sup>;
  - (bb) a forest officer or an official of the Department referred to in regulation 6(5)(a)(ii)<sup>107</sup>;
- (ii) the planting of weeds or invasive plants as set out in regulation 6(5)(b)<sup>108</sup>;
- (iii) the burning of any live or dead tree, plant or vegetation, as set out in regulation 6(5)(c)<sup>109</sup>;

is guilty of an offence and liable on a first conviction to a fine or imprisonment for a period not exceeding one year, or to both a fine and such imprisonment.

(d) Any person who contravenes the prohibition on the removal, destruction, defacement or interference with a mark, electronic chip or identification, as set out in regulation 9(4)<sup>110</sup>, is guilty of an offence and liable on a first conviction to a fine or imprisonment for a period not exceeding one year, or to both a fine and such imprisonment.

(e) Any person who contravenes the prohibition on the removal of trees, other forest produce and forest products, as set out in regulation 9(5)<sup>111</sup>, is guilty of an offence and liable on a first

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<sup>104</sup> See page 11.  
<sup>105</sup> See page 11.  
<sup>106</sup> See page 14.  
<sup>107</sup> See page 14.  
<sup>108</sup> See page 14.  
<sup>109</sup> See page 14.  
<sup>110</sup> See page 16.  
<sup>111</sup> See page 17.

conviction to a fine or imprisonment for a period not exceeding one year or to both a fine and such imprisonment.

- (f) Any person who contravenes the prohibition on the processing of forest produce or forest products in a State forest, as set out in regulation 9(6)<sup>112</sup>, is guilty of an offence and liable on a first conviction to a fine or imprisonment for a period not exceeding one year, or to both a fine and such imprisonment.
  - (g) Any person who contravenes the prohibition on the use of a road, as set out in regulation 14(3)<sup>113</sup>, is guilty of an offence and liable on a first conviction to a fine or imprisonment for a period not exceeding six months, or to both a fine and such imprisonment.
  - (h) Any person fails to submit information as requested in terms of regulation 26(1)<sup>114</sup>, is guilty of an offence and liable on a first conviction to a fine or imprisonment for a period not exceeding six months, or to both a fine and such imprisonment.
  - (i) Any person who contravenes the prohibition on the carrying on of activities under a servitude, as set out in regulation 28(2)<sup>115</sup>, is guilty of an offence and liable on a first conviction to a fine or imprisonment for a period not exceeding six months, or to both a fine and such imprisonment.
- (3) Any person convicted for a second or subsequent offence –
- (a) under sub-regulation 2(a), (b), (g), (h) and (i) is liable to a fine or imprisonment for a period not exceeding one year, or to both a fine and such imprisonment.
  - (b) under sub-regulation 2(c), (d), (e), and (f) is liable to a fine or imprisonment for a period not exceeding two years, or to both a fine and such imprisonment.

<sup>112</sup> See page 17.

<sup>113</sup> See page 20.

<sup>114</sup> See page 28.

<sup>115</sup> See page 29.

REPUBLIC OF SOUTH AFRICA  
DEPARTMENT OF WATER AFFAIRS AND FORESTRY

**FORM 1**

**APPLICATION FOR A LICENCE  
TO ESTABLISH AND MANAGE A PLANTATION IN A STATE FOREST**

[SECTION 23(1)(a) OF ACT NO. 84 OF 1998, REGULATION 8(1)]

1. Who is the applicant?

--

2. Who represents the applicant? (e.g. manager, forester, agent)

--

3. Address of applicant or representative

Postal Address:

Fax

Telephone

E-mail

Residential


4. A planting plan including the information detailed in Regulation 8(3) of the regulations under the National Forests Act, 1998, is attached.

Planting plan attached?

Yes/No
--------

5. Signature of applicant or representative:


DATE:

*{NOTE: If the application is successful, the beneficiary will be liable for the payment of licence fees as determined by the grantor in terms of the National Forests Act, 1998 (Act No. 84 of 1998).}*

*For office use only*

**RECOMMENDATIONS:**

**Date:**

**APPROVED/NOT APPROVED:**

**Date:**

REPUBLIC OF SOUTH AFRICA  
DEPARTMENT OF WATER AFFAIRS AND FORESTRY

*FORM 2*

**APPLICATION FOR A LICENCE TO FELL TREES, REMOVE AND PROCESS  
TIMBER; HARVEST, REMOVE AND PROCESS OTHER FOREST PRODUCE  
AND FOREST PRODUCTS IN A STATE FOREST**

[SECTION 23(1)(b), (c) and (d) OF ACT NO. 84 OF 1998, REGULATION 9(1)]

1. Who is the applicant?

2. Who represents the applicant? (e.g. manager, agent)

3. Address of applicant or representative

Postal address

Fax

Telephone

E-mail

Residential


4. Which State forest and what part of it will be needed for your intended activities?

Name of State forest:

Attach a map of the State forest.

Map attached?

Yes/No

5. For what period of time do you need the licence? Up to.....

(Note: Maximum period is 10 years)

## 6. What do you wish to apply for?

*{Indicate with "X" below please}*

- ☐ Fell and remove trees
- ☐ Process timber
- ☒ Harvest or collect and remove other forest produce/products  
(Specify \_\_\_\_\_)
- ☐ Process other forest produce/products

Do you wish to cut trees, or harvest forest produce, in accordance with an approved sustainable forest management plan?

Yes/No
--------

Name the trees / other forest produce/products: \_\_\_\_\_

\_\_\_\_\_

Volume or amount of timber / other forest produce/products: \_\_\_\_\_

\_\_\_\_\_

Describe in more detail what you want to do: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## 7. Who will be the beneficiaries of this licence?

*{Indicate with "X" below, please}*

- ☐ Applicant only

Yes/No
--------

- ☒ A group of potential users

*(Supply names of individuals or, if organised, the name of the organisation, below)*

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

- ☐ A community being party to a community forestry agreement Yes/No

If yes, name the community: \_\_\_\_\_

- ☐ Other (Specify \_\_\_\_\_)

8. Signature of applicant or representative:

Date:

*{NOTE: If the application is successful, the beneficiary will be liable for the payment of licence fees as determined by the grantor in terms of the National Forests Act, 1998 (Act No. 84 of 1998)}*

*For office use only*

**RECOMMENDATIONS:**

Date:

**APPROVED / NOT APPROVED:**

Date:



REPUBLIC OF SOUTH AFRICA  
DEPARTMENT OF WATER AFFAIRS AND FORESTRY

FORM 3

APPLICATION FOR A LICENCE  
TO CONSTRUCT, ERECT OR USE A BUILDING, SHELTER, STRUCTURE OR  
TENT  
IN A STATE FOREST.

[SECTION 23(1)(e) AND (h) OF ACT NO. 84 OF 1998, REGULATION 10(2)]

1. Who is the applicant?

2. Who represents the applicant? (e.g. manager, agent)

3. Address of applicant or representative

Postal Address

Fax

Telephone

E-mail

Residential


4. Identify the land involved.

Name of State forest

Map attached showing the site?

Yes/No

5. Design plans and specifications attached?

Yes/No

6. For what period of time do you need the licence? Up to...

{Note: Maximum period is 10 years.}

7. Construction phase: When will the work start and what will be the duration thereof? Please supply dates.

8. Brief description of the purpose and nature of the activity applied for, including potential impact on the environment/ecology, and proposed mitigation measures, where applicable. *(Please include appendix if there is not enough space below.)*


9. Will you remove the buildings/structures, etc., (fixed and movable assets) at the end of the licence period?

Yes/No

10. Do you agree to maintain the buildings/structures, etc., in a neat and environmentally acceptable condition? Please tick

Yes

11. Signature of applicant or representative:


DATE:

*(NOTE: If the application is successful, the beneficiary will be liable for the payment of licence fees as determined by the grantor in terms of the National Forests Act, 1998 (Act No. 84 of 1998).)*

*For office use only*

**RECOMMENDATIONS:**

Date:

**APPROVED/NOT APPROVED:**

Date:

REPUBLIC OF SOUTH AFRICA  
DEPARTMENT OF WATER AFFAIRS AND FORESTRY

*FORM 4*

**APPLICATION FOR A LICENCE  
TO CULTIVATE LAND AND GROW CROPS  
IN A STATE FOREST.**

[SECTION 23(1)(j) OF ACT NO. 84 OF 1998, REGULATION 11(1)]

1. Who is the applicant?

--

2. Who represents the applicant? (e.g. manager, forester, agent)

--

3. Address of applicant or representative

Postal Address:

Fax

Telephone

E-mail

Residential


4. Identify the land involved using a State forest map.

Map attached showing the site?	Yes / No
--------------------------------	----------

5. What crops do you want to grow?

--

6. For what period of time do you need the licence. Up to ...  
{Note: Maximum period is 10 years.}

--

7. Do you agree to keep the area intended for cultivation clear of weeds and invasive plants? Please tick the box.

Yes
-----

8. Signature of applicant or representative


DATE

{NOTE: If the application is successful, the beneficiary will be liable for the payment of licence fees as determined by the grantor in terms of the National Forests Act, 1998 (Act No. 84 of 1998).}

For office use only

**RECOMMENDATIONS:**

Date:

**APPROVED/NOT APPROVED:**

Date:

REPUBLIC OF SOUTH AFRICA  
DEPARTMENT OF WATER AFFAIRS AND FORESTRY

*FORM 5*

**APPLICATION FOR A LICENCE  
TO USE LAND, FOREST PRODUCE OR FOREST PRODUCTS FOR  
EDUCATIONAL OR SCIENTIFIC PURPOSES, IN A STATE FOREST**

[SECTION 23(1)(I) OF ACT NO. 84 OF 1998, REGULATION 12(1)]

1. Who is the applicant?

--

2. Who represents the applicant? (e.g. manager, agent)

--

3. Address of applicant or representative

Postal Address:

Fax

Telephone

E-mail

Residential


4. What is the purpose of your study? Please describe. Description attached? ☐ Yes/  
☐ No
5. On which State forests do you wish to carry out your studies?  
Please list. List attached? ☐ Yes/No
6. What do you wish to use in or from the State forest? Describe the site, material, species, items, etc., using your own details.  
Description attached? ☐ Yes/No
7. How will you make the results of your study available to the Department?  
Please describe.
- 
8. Describe any possible impact your activities may have on the environment
- 
9. Do you agree to rehabilitate any site, forest, tree or plant community that may have been affected by your study? Please tick. ☐ Yes
10. What is the period you need the licence for? Up to ....
- Which time of the year? Please fill in dates

11. Signature of applicant or representative:


DATE:

*{NOTE: If the application is successful, the beneficiary may be liable for the payment of licence fees as determined by the grantor in terms of the National Forests Act, 1998 (Act No. 84 of 1998).}*

*For office use only***RECOMMENDATIONS:****Date:****APPROVED/NOT APPROVED:****Date:**

REPUBLIC OF SOUTH AFRICA  
DEPARTMENT OF WATER AFFAIRS AND FORESTRY

**FORM 6**

**APPLICATION FOR A LICENCE  
TO ERECT, CONSTRUCT AND MAINTAIN TELECOMMUNICATIONS, POWER-  
TRANSMISSION OR PIPE LINES  
ACROSS A STATE FOREST**

[SECTION 23(1)(e) AND (g) OF ACT NO. 84 OF 1998, REGULATION 13(1)]

1. Who is the applicant?

2. Who represents the applicant? (e.g. manager, agent)

3. Address of applicant or representative

Postal Address

Fax

Telephone

E-mail

Residential


4. Identify the land involved.

Name of State forest

Map attached showing the route?

Yes/No

5. Design plans and specifications attached?

Yes/No

6. For what period of time do you need the licence? Up to...

{Note: Maximum period is 10 years.}

7. Construction phase: When will the work start and what will be the duration thereof? Please supply dates.



8. Brief description of the nature of the activity, including specifications of routes and structures, potential impact on the environment/ecology, and proposed mitigation measures. *{Please include appendix if there is not enough space below.}*


9. Will you remove the structures (fixed and movable assets) at the end of the licence period?

Yes/No

10. Do you agree to maintain the route and structures in a neat and environmentally acceptable condition? Please tick

Yes

11. Signature of applicant or representative:


DATE:

*{NOTE: If the application is successful, the beneficiary will be liable for the payment of licence fees as determined by the grantor in terms of the National Forests Act, 1998 (Act No. 84 of 1998).}*

*For office use only*

**RECOMMENDATIONS:**

Date:

**APPROVED/NOT APPROVED:**

Date:

REPUBLIC OF SOUTH AFRICA  
DEPARTMENT OF WATER AFFAIRS AND FORESTRY

**FORM 7**

**APPLICATION FOR A LICENCE  
TO CONSTRUCT AND MAINTAIN, OR USE, A ROAD/FOOTPATH  
IN A STATE FOREST.**

[SECTION 23(1)(f) AND (h) OF ACT 84 OF 1998, REGULATION 14(1)]

1. Who is the applicant?

\_\_\_\_\_

2. Who represents the applicant? (e.g. manager, agent)

\_\_\_\_\_

3. Address of applicant or representative

Postal Address

---

Fax

---

Telephone

---

E-mail

---

Residential

---

- |    |                         |                               |        |
|----|-------------------------|-------------------------------|--------|
| 4. | Is the application for: | Construction and maintenance? | Yes/No |
|    |                         | Use?                          | Yes/No |

5. Identify the land involved.

Name of State forest

\_\_\_\_\_

Map attached showing the road / footpath / proposed route?

Yes/No

- |    |   |        |
|----|---|--------|
| 6. | Design plans, specifications and construction methods attached? | Yes/No |
|----|---|--------|

7. Mention type of vehicle to be used:

8. How frequent will the use of the road be?

9. For what period of time do you need the licence? Up to...   
*{Note: Maximum period is 10 years.}*

10. Construction phase: When will the work start and what will be the duration thereof? Please supply dates.

11. Brief description of the purpose and nature of the activity applied for, potential impact on the environment/ecology, and proposed mitigation measures, where applicable.

*{Please include appendix if there is not enough space below.}*


12. Will you rehabilitate the road/footpath at the end of the licence period? *{If not, state reasons below}*

--

13. Do you agree to maintain the road/footpath in a neat and environmentally acceptable condition? Please tick

14. Signature of applicant or representative:


DATE:

*{NOTE: If the application is successful, the beneficiary will be liable for the payment of licence fees as determined by the grantor in terms of the National Forests Act, 1998 (Act No. 84 of 1998).}*

*For office use only*

**RECOMMENDATIONS:****Date:****APPROVED/NOT APPROVED:****Date:**

REPUBLIC OF SOUTH AFRICA  
DEPARTMENT OF WATER AFFAIRS AND FORESTRY

*FORM 8*

**APPLICATION FOR A LICENCE  
TO GRAZE OR HERD ANIMALS  
IN A STATE FOREST**

[SECTION 23(1)(i) OF ACT NO. 84 OF 1998, REGULATION 15(1)]

1. Who is the applicant?

--

2. Who represents the applicant (e.g. manager, agent)

--

3. Address of applicant or representative

Postal Address:

Fax

Telephone

E-mail

Residential


4. Using a State forest map, identify the area you wish to graze.  
Map attached? ☐ Yes/ No ☐
5. What animals and how many of each kind do you want to graze?
- |  |  |
|--|--|
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
6. Are the animals branded with a registered mark? ☐ Yes/No ☐
7. Are the animals treated regularly against pests and diseases? ☐ Yes/No ☐
8. How will you control the animals and confine them to the area available for grazing? Please describe.
- 
9. For how long do you need the licence? Up to...   
{Note: Maximum period is 10 years}
10. For which season of the year do you need the grazing? Please give starting and ending dates of the season.
11. Signature of applicant or representative:
- DATE:

{NOTE: If the application is successful, the beneficiary will be liable for the payment of licence fees as determined by the grantor in terms of the National Forests Act, 1998 (Act No. 84 of 1998)}

*For office use only*

**RECOMMENDATIONS:**

**Date:**

**APPROVED/NOT APPROVED:**

**Date:**

REPUBLIC OF SOUTH AFRICA  
DEPARTMENT OF WATER AFFAIRS AND FORESTRY

## FORM 9

APPLICATION FOR A LICENCE  
TO HUNT, CATCH, COLLECT OR KILL ANY GAME, BIRD, INSECT, FISH  
OR OTHER ANIMAL  
IN A STATE FOREST

[SECTION 23(1)(k) OF ACT NO. 84 OF 1998, REGULATION 16(1)]

**Note:** You must adhere to all other laws regulating the hunting, catching, killing or collecting of wildlife.

1. Who is the applicant?

2. Who represents the applicant? (e.g. manager, agent)

3. Address of applicant or representative

Postal Address:

Fax

Telephone

E-mail

Residential


4. Which State forest, and what part of it, will be needed for your intended activities?

Name of State forest:

Attach a map of the State forest.

Map attached?

5. For what period of time do you need the licence?



## 6. What do you wish to apply for?

*{Indicate with "X" below please}*

- ☐ Hunt or catch and kill game animals
- ☐ Hunt or catch and kill problem animals
- ☐ Hunt or catch and kill any other mammal, bird, reptile, fish, insect, or other animal
- ☐ Catch and remove alive any other mammal, bird, reptile, fish, insect, or other animal
- ☐ Remove any dead game animal, problem animal, mammal, bird, reptile, fish, insect, or other animal

## 7. For what purpose?

*{Indicate with "X" below please}*

- ☐ For own consumption
- ☐ To trade with
- ☐ For collection of specimens
- ☐ To keep in captivity
- ☐ For trophies
- ☐ Other

Are you in possession of a valid written permission, where required, for any of the above activities, from the relevant nature conservation authority?

Yes/No
--------

Describe in more detail what you want to do: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## 8. Who will be the beneficiaries of this licence?

*{Indicate with "X" below, please}*

- ☐ Applicant only

Yes/No
--------

- ☐ A group of potential users

*(Supply names of individuals or, if organised, the name of the organisation, below):*

---

---

---

- ☐ A community being party to a community forest agreement

Name of community: \_\_\_\_\_

- ☐ Other (Specify \_\_\_\_\_)

9. Signature of applicant or representative:

Date:

*{Note: If the application is successful, the beneficiary may be liable for the payment of licence fees as determined by the grantor in terms of the National Forests Act, 1998 (Act No. 84 of 1998).}*

*For office use only*

**RECOMMENDATIONS:**

**Date:**

**APPROVED / NOT APPROVED:**

**Date:**

REPUBLIC OF SOUTH AFRICA  
DEPARTMENT OF WATER AFFAIRS AND FORESTRY

*FORM 10*

**APPLICATION FOR A LICENCE  
TO PROSPECT OR MINE IN A STATE FOREST**

[SECTION 23(1)(m) OF ACT NO. 84 OF 1998, REGULATION 17(1)]

1. Who is the applicant?

--

2. Who represents the applicant? (e.g. manager, agent)

--

3. Address of the applicant or representative

Postal Address:

Fax

Telephone

E-mail


4. Which State forest and what part of it will be needed for your intended activities? Please describe using a State forest map.  
Map attached?
5. What do you want to do, and how will it affect the State forest environment, including the soil, vegetation and landscape? Please describe.  
Description attached?
6. For what period do you need the licence? Up to ...   
Which times of the year? Please give dates.
7. Please attach a copy of the authorisation granted under the Minerals Act, 1991 (Act No. 50 of 1991).  
Copy attached?
8. Please explain the rehabilitation process you will carry out at the end of your activities.  
Description attached?
9. Signature of applicant or representative:   
DATE:

*{NOTE: If the application is successful, the beneficiary will be liable for the payment of licence fees as determined by the grantor in terms of the National Forests Act, 1998 (Act No. 84 of 1998)}*

*For office use only*

**RECOMMENDATIONS:**

**Date:**

**APPROVED/NOT APPROVED:**

**Date:**

REPUBLIC OF SOUTH AFRICA  
DEPARTMENT OF WATER AFFAIRS AND FORESTRY

*FORM 11*

**TREES IN NATURAL FORESTS**

**APPLICATION FOR A LICENCE TO CUT, DISTURB, DAMAGE OR DESTROY  
ANY INDIGENOUS LIVING TREE IN, OR IN ANY MANNER ACQUIRE,  
REMOVE, RECEIVE, POSSESS, TRANSPORT, OR DISPOSE OF SUCH A  
TREE, OR ANY PRODUCT DERIVED FROM IT, FROM A NATURAL FOREST**

[SECTION 7(1) OF ACT NO. 84 OF 1998, REGULATION 21(1)]

**This form**

If you want to –

- (a) cut, disturb, damage or destroy an indigenous living tree in a natural forest, or
  - (b) possess, collect, remove, transport, export, purchase, sell, donate or in any other manner acquire or dispose of any tree, or any forest product derived from a tree, which was cut, disturbed, damaged or destroyed in a natural forest,
- you must complete this form and send or deliver it to the nearest Forestry office of the Department of Water Affairs and Forestry.

**Other laws**

If, for example –

- (a) what you want to do is identified as an activity under section 24 of the National Environmental Management Act, 1998 (Act No. 107 of 1998), or
- (b) you want to cultivate virgin soil, as covered by the Conservation of Agricultural Resources Act, 1983 (Act No. 43 of 1983), you must also get permission under that law.

1. Who is the applicant?

--

2. Who represents the applicant? (e.g. manager, agent)

--

3. Address of applicant or representative

Postal address

Fax

Telephone

E-mail

Residential


4. Identify the natural forest concerned and the land on which it occurs

Supply information, e.g.  
province, district, town, property  
names and numbers, name of  
forest, where relevant and  
possible.

Map: attach a 1:50 000, 1:20 000 or 1:10 000 map showing the location of the forest and trees.

Map attached?

Yes / No

5. What do you wish to apply for?  
(Indicate "yes" or "no" and furnish requested information please)

• **Destroy forest to change the land use?**

Yes/No

If yes, a) provide reasons: \_\_\_\_\_

\_\_\_\_\_

- b) attach documentary evidence of compliance with other  
legislation governing changes in land use.

Documents attached?

Yes/No

• **Cut or remove trees selectively from the forest canopy<sup>1</sup>?**

Yes/No

If yes, a) for what purpose? \_\_\_\_\_

b) name the trees: \_\_\_\_\_

c) mention approximate number of trees: \_\_\_\_\_

• **Cut or remove trees selectively from the forest understorey<sup>2</sup>?**

Yes/No

If yes, a) for what purpose? \_\_\_\_\_

b) name the trees: \_\_\_\_\_

c) approximate number of trees: \_\_\_\_\_

[Note<sup>1</sup>: The top layer formed by the crowns of the larger trees.]

[Note<sup>2</sup>: Trees and shrubs, that grow underneath the forest canopy.]

- **Cut or remove trees selectively according to an approved sustainable management plan ?**

Yes/No

- **Use timber derived from cut trees ?**

Yes/No

If yes, a) for what purpose? \_\_\_\_\_

b) Is processing involved, and if so, describe: \_\_\_\_\_

\_\_\_\_\_

- **Sell timber derived from cut trees ?**

Yes/No

If yes, mention buyer \_\_\_\_\_

- **Transport, move or export timber derived from cut trees ?**

Yes/No

If yes, a) from where? (mention forest, property, owner) \_\_\_\_\_

\_\_\_\_\_

b) to where? (specify destination, buyer, sawmill, etc.) \_\_\_\_\_

\_\_\_\_\_

*(attach copy of licence issued to owner of property to cut or destroy trees)*

- **Purchase, receive or possess timber from cut trees?**

Yes/No

If yes, a) from where? (mention forest, property, owner) \_\_\_\_\_

\_\_\_\_\_

b) in what form? (logs, edged logs, planks, poles, saplings, etc.?) \_\_\_\_\_

\_\_\_\_\_

c) how acquired? (mention if it will be bought, or received

as a donation /free of charge) \_\_\_\_\_

*(attach copy of licence issued to owner of property to cut or destroy trees)*



- Harvest products other than timber, derived from living trees in forest (e.g. bark, fruit, seed) ?

Yes/No

If yes, a) what product? \_\_\_\_\_

b) name the trees \_\_\_\_\_

c) describe the harvesting method \_\_\_\_\_

d) Is there an approved sustainable management plan for the forest? \_\_\_\_\_

e) how many trees are involved? \_\_\_\_\_

f) Is it for own use or to sell to someone? \_\_\_\_\_

6. For what period is the licence required? \_\_\_\_\_

7. Signature of applicant or representative:

Date:

*For office use only*

**RECOMMENDATIONS:**

Date:

**APPROVED/NOT APPROVED:**

Date:

REPUBLIC OF SOUTH AFRICA  
DEPARTMENT OF WATER AFFAIRS AND FORESTRY

*FORM 12*

**PROTECTED TREES**

**APPLICATION FOR A LICENCE TO CUT, DISTURB, DAMAGE OR DESTROY  
A PROTECTED TREE, OR IN ANY MANNER ACQUIRE, REMOVE, RECEIVE,  
POSSESS, TRANSPORT, OR DISPOSE OF SUCH A TREE, OR PRODUCTS  
DERIVED FROM SUCH A TREE**

[SECTION 15(1) OF ACT NO. 84 OF 1998, REGULATION 22(1)]

**This form**

If you want to –

- (a) cut, disturb, damage or destroy any protected tree, or
  - (b) possess, collect, remove, transport, export, purchase, sell, donate or in any other manner acquire or dispose of any protected tree, or any forest product derived from a protected tree,
- you must complete this form and send or deliver it to the nearest Forestry office of the Department of Water Affairs and Forestry.

**Other laws**

If, for example –

- (a) what you want to do is identified as an activity under section 24 of the National Environmental Management Act, 1998 (Act No. 107 of 1998), or
- (b) you want to cultivate virgin soil, as covered by the Conservation of Agricultural Resources Act, 1983 (Act No. 43 of 1998), you must also get permission under that law.

1. Who is the applicant?

--

2. Who represents the applicant? (e.g. manager, agent)

--

3. Address of applicant or representative

Postal address

Fax

Telephone

E-mail

Residential


4. Identify the land on which the tree or trees occur.

Supply information, e.g.  
province, district, town, property  
names and numbers, name of  
forest, where relevant and  
possible.

--

5. What do you wish to apply for?  
(Indicate "yes" or "no" and furnish requested information please)

- **Cut, damage or destroy a tree or trees from one or more of the following protected tree categories<sup>1</sup> –**

- a) a specific individual tree<sup>2</sup>?  
b) a specific group of trees<sup>2</sup>?  
c) a specific woodland?  
d) a specific tree species<sup>2</sup>?

Yes/No
Yes/No
Yes/No
Yes/No

[ Note<sup>1</sup>: It will in most instances be from category d)]

[ Note<sup>2</sup>: These categories may also include exotic trees.]

With regard to b) and c) attach a 1:50 000, 1:20 000 or 1:10 000 map  
showing the location of the trees.

Map attached? 

Yes/No
--------

- **Cut or destroy protected trees to change the land use?**

Yes/No
--------

If yes, a) provide reasons: \_\_\_\_\_

\_\_\_\_\_

b) name the trees \_\_\_\_\_

\_\_\_\_\_

c) how many trees? \_\_\_\_\_

d) describe their physical condition: \_\_\_\_\_

\_\_\_\_\_

e) what protected tree category is applicable? (tree, group of  
trees, woodland or species): \_\_\_\_\_

- f) attach documentary evidence of compliance with other legislation governing changes in land use.

Documents attached?

Yes / No

• **Damage by pruning or delimbing individual trees?**

Yes/No

If yes, a) for what purpose? \_\_\_\_\_

b) name the tree/trees: \_\_\_\_\_

c) how many trees? \_\_\_\_\_

• **Selectively cut or destroy individual trees?**

Yes/No

If yes, a) for what purpose? \_\_\_\_\_

b) name the tree/trees: \_\_\_\_\_

c) give an indication of the size/dimensions of the tree/trees:

\_\_\_\_\_

d) how many trees? \_\_\_\_\_

• **Use timber derived from cut or destroyed protected trees?**

Yes/No

If yes, a) for what purpose? \_\_\_\_\_

b) name the tree/trees: \_\_\_\_\_

c) is processing involved, and if so, describe: \_\_\_\_\_

\_\_\_\_\_

• **Sell or donate timber derived from cut or destroyed protected trees?**

Yes/No

If yes, a) name the tree/trees: \_\_\_\_\_

b) provide name and address of buyer/donee: \_\_\_\_\_

\_\_\_\_\_

- **Transport, move, import or export timber derived from cut or destroyed protected trees?**

Yes/No
--------

If yes, a) name the tree/trees: \_\_\_\_\_

b) from where? (mention forest, property, owner, country, etc.) \_\_\_\_\_

c) to where? (specify country, destination, buyer, sawmill, etc.) \_\_\_\_\_

d) estimated volume / number of logs: \_\_\_\_\_

*(attach copy of licence issued to owner of property to cut or destroy trees, or in the case of timber imported from neighbouring countries, documentary evidence that timber was obtained legally.)*

- **Purchase, receive or possess timber derived from cut or destroyed protected trees?**

Yes/No
--------

If yes, a) from where? (mention forest, property, owner, country) \_\_\_\_\_

b) in what form? (logs, edged logs, planks, poles, saplings, etc.?) \_\_\_\_\_

c) how acquired? (mention if it will be bought, or received

as a donation/free of charge) \_\_\_\_\_

d) estimated volume / number of logs: \_\_\_\_\_

*(attach copy of licence issued to owner of property to cut or destroy trees, or in the case of timber imported from neighbouring countries, documentary evidence that timber was obtained legally.)*

- Harvest products other than timber, derived from living protected trees (e.g. bark, fruit, seed)

Yes/No

If yes, a) what product? \_\_\_\_\_

b) name the trees \_\_\_\_\_

c) describe the harvesting method \_\_\_\_\_

d) how many trees are involved? \_\_\_\_\_

e) is it for own use or to sell to someone? \_\_\_\_\_

f) estimated quantity of product: \_\_\_\_\_

6. For what period is the licence required? \_\_\_\_\_

7. Signature of applicant or representative:

Date:

*For office use only*

**RECOMMENDATIONS:**

**Date:**

**APPROVED/NOT APPROVED:**

**Date:**

REPUBLIC OF SOUTH AFRICA  
DEPARTMENT OF WATER AFFAIRS AND FORESTRY

*FORM 13*

**APPLICATION FOR THE PROTECTION OF A FOREST, A TREE OR A GROUP  
OF TREES**

[SECTION 18(1) OF ACT NO. 84 OF 1998, REGULATION 23(1)]

1. Who is the applicant?

2. Who represents the applicant? (e.g. manager, agent)

3. Address of applicant or representative

Postal Address

Fax

Telephone

E-mail

Residential


4. Identify the land/area concerned where the forests/trees to be protected occur

Supply information, e.g.  
province, district, farm  
names and numbers, name  
of forest, where relevant and  
possible.

Map: attach a 1:50 000, 1:20 000 or 1:10 000 map showing the location of the forest / trees.

Map attached?

Yes/No

5. In the case of trees or groups of trees, name the tree(s): \_\_\_\_\_


6. Forest or trees already protected under other legislation?  
(If yes, mention legislation below)

Yes/No
--------

--

7. Supply full reasons why the forest/trees concerned justify special protection measures. *{Please include appendix if there is not enough space below.}*


8. Signature of applicant or representative:


DATE:



*For office use only*

**RECOMMENDATIONS:****Date:****APPROVED/NOT APPROVED:****Date:**

REPUBLIC OF SOUTH AFRICA  
DEPARTMENT OF WATER AFFAIRS AND FORESTRY

*FORM 14*

**GENERAL LICENCE**

[SECTION 23(1) OF ACT NO. 84 OF 1998, REGULATION 7(1)(b)]

Permission is granted under the National Forests Act, 1998 (Act No. 84 of 1998) –

TO: \_\_\_\_\_ (Name)

OF: \_\_\_\_\_ (Address)

\_\_\_\_\_ (Tel. No.)

FOR: \_\_\_\_\_ (Activity)

IN THE \_\_\_\_\_ (Forest Estate / State forest)

DURING THE PERIOD \_\_\_\_\_ TO \_\_\_\_\_

**Subject to:**

- (a) the general conditions appended to this licence,
- (b) any special conditions detailed below, or appended to this licence,  
and
- (c) if applicable, any fees or tariffs payable, as detailed below.

**This licence is –**

*(Delete whichever is not applicable)*

☐ Free of charge

☒ Subject to the payment of the following licence fee: \_\_\_\_\_

\_\_\_\_\_

- Subject to the payment of the following tariff(s) for the felling of trees / removal / processing of timber and/or harvesting / collection / removal / processing of other forest produce and products :

<i>Description of product</i>	<i>No. or quantity</i>	<i>Tariff</i>	<i>R</i>	<i>c</i>
<i>TOTAL...</i>				

Received the amount of: .....Rand.....cent

R.....

**Special conditions:**

**DIRECTOR-GENERAL**

**date stamp**

## **General conditions**

### **[SECTION 24(2) OF ACT 84 OF 1998]**

---

#### **1. General licence rules**

This licence is -

- (a) not transferable (you cannot pass it on to another person),
- (b) only valid for the State forest and the period it was issued for, and,
- (c) unless otherwise stated, only valid between the hours of sunrise and sunset.

#### **2. Showing this licence**

You must produce this licence on demand to any forest officer or police officer.

#### **3. Wildlife and vegetation**

All wildlife and vegetation are protected - you must not disturb or remove any wildlife or vegetation from the State forest, unless authorised by this licence.

#### **4. Plants, trees, rocks, graves or artwork**

Plants, trees, rocks, graves or artwork (e.g. rock paintings) in State forests must not be damaged, defaced or desecrated by carving, scratching, marking or in any other way.

#### **5. Litter, refuse and containers**

You must not leave, throw away or drop any litter, refuse or empty containers in a State forest, except in refuse bins specially provided for that purpose.

#### **6. Dogs and fire-arms**

You must not bring any dogs and fire-arms into the State forest.

#### **7. Smoking and fires**

You must not smoke or light fires in the State forest, except in places set aside for that purpose.

#### **8. Camping**

You are only allowed to camp at places approved by the local forest officer.

#### **9. Visits**

Arrangements to visit the area must be made beforehand with the local forest officer.

**10. Your legal responsibility for damage**

As the licensee (person this licence is issued to), you are liable (legally responsible) for all damage to forest produce and other State property in the State forest caused

by -

- (a) your livestock,
- (b) lighting fires, or
- (c) other carelessness or neglect.

**11. The amount of compensation for damage**

The amount of damage to forest produce or State property will be agreed between you as the licensee and the Department. If no agreement is reached, a court will decide. You must pay the Department the amount agreed or decided by the court within 30 days of the agreement or court decision.

**12. Indemnifying and compensating the State**

As the licensee, you -

- (a) indemnify the State (legally free the State from responsibility) against all legal claims and court cases by any other person because of the way you carried out your rights under this licence, and
- (b) agree to compensate the State for any costs in opposing these claims and cases.

**13. Use of roads and parking**

As the licensee, you use departmental roads and parking facilities at your own risk. The State and any State employees will not be responsible in any way for any losses or injuries which you as the licensee or any other person suffers as a result of the use of departmental roads and parking facilities, even if these losses or injuries are caused by negligence.

**14. The State's legal responsibility**

The State is not liable for any damage to your property as the licensee by any of the State's officers, employees, vehicles or animals, resulting from -

- (a) any operations carried out by or on behalf of the State, or
  - (b) any other cause,
- unless this damage was caused through negligence by the State's employees in carrying out their normal duties.

**Conditions for the felling of trees, removal and processing of timber; harvesting, collection, removal and processing of other forest produce and forest products, for sale at prescribed tariffs**

**[SECTION 24(2) OF ACT NO. 84 OF 1998]**

---

1. All forest produce and products under this licence shall be inspected before removal from the State forest, and the licence endorsed accordingly, except where sanction to the contrary is given on the licence.
2. Only timber and other forest produce or forest products that have been designated for such purpose by a forest officer, may be felled, harvested, removed, or collected.
3. All trees shall be cut close to the ground to the satisfaction of a forest officer.
4. Forest produce or forest products may only be removed from the State forest during normal business hours on normal working days, or at such times on such working days, as determined by the Minister or his representative.
5. The Minister or his representative may place a mark, electronic chip or any other form of identification on any standing tree, other forest produce or products sold or for sale.
6. No person may remove, destroy, deface or otherwise interfere with the mark, electronic chip or other identification referred to in clause 5., unless they have the consent of a forest officer.
7. Under this licence, no person may remove any tree, forest produce or forest product from a State forest which has not been marked or otherwise identified by the Minister, unless for any reason it cannot be marked, and its removal is authorised by a forest officer.
8. No forest produce or forest product may be processed in a State forest, except in a place set aside for that purpose by a forest officer.
9. Any trees, other forest produce or forest products that must be marked or otherwise identified as referred to in clause 7., must be stacked or presented so that each tree, forest produce or forest product is easily and safely accessible to the forest officer.

REPUBLIC OF SOUTH AFRICA  
DEPARTMENT OF WATER AFFAIRS AND FORESTRY

FORM 15

LICENCE

TO DAMAGE OR DESTROY a) LIVING **INDIGENOUS TREES** IN  
**NATURAL FORESTS**, AND/OR b) **PROTECTED TREES**, AND TO DO  
THINGS ARISING FROM THIS, WITH SUCH TREES AND/OR THEIR  
PRODUCTS

[SECTIONS 7(1) AND 15(1) OF ACT NO. 84 OF 1998, REGULATION 21(1) AND 22(1)]

Authority is granted under the National Forests Act, 1998 (Act No. 84 of 1998) --

TO: \_\_\_\_\_ [Name]

OF: \_\_\_\_\_ [Address]

\_\_\_\_\_ [Telephone No.]

\_\_\_\_\_ [Name of forest, farm, property, or other land]

To carry on one or more of the following activities, as specified in more detail  
hereunder:

(Mark the applicable block(s) with "X", delete whichever is not applicable, and furnish particulars  
where applicable)

1. In respect of indigenous living trees in natural forests

- ☐ Damage or disturb
- ☐ Cut / destroy
- ☐ Collect bark / branches / other (specify: \_\_\_\_\_)
- ☐ Sell / donate: trees / products
- ☐ Remove / transport: trees / products
- ☐ Purchase / receive / possess: trees / products
- ☐ Export: trees / products (to: \_\_\_\_\_ [country])

2. In respect of protected trees

- ☐ Damage or disturb
- ☐ Cut / destroy
- ☐ Collect bark / branches / other (specify: \_\_\_\_\_)

- ☐ Sell / donate: trees / products
- ☐ Remove / transport: trees / products
- ☐ Purchase / receive / possess: trees / products
- ☐ Export: trees / products (to: \_\_\_\_\_ [country])

3. Cutting of living trees / collection of products from living trees:

According to sustainable management plan? Yes / No

4. Numbers and sizes of trees per species \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
(See appendix if space is insufficient)

5. Canopy trees<sup>1</sup> / under-storey trees<sup>2</sup> / saplings / senile trees / mature trees / vigorous trees

6. Estimated quantity / volume of products per species \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
(See appendix if space is insufficient)

7. Destination \_\_\_\_\_

8. Specifications, prescriptions and remarks: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
(See appendix if space is insufficient)

[Note<sup>1</sup>: The top layer formed by the crowns of the larger trees.]

[Note<sup>2</sup>: Trees that grow underneath the forest canopy.]



During the period \_\_\_\_\_ to \_\_\_\_\_

Subject to the following **conditions**:

**1. General licence rules**

This licence is –

- (a) not transferable (you cannot pass it on to another person), and
- (b) only valid for the period it was issued for.

**2. Showing this licence**

- (a) You must produce this licence on demand to any forest officer or police officer.
- (b) The person(s) moving or transporting timber or other products on your behalf, must at all times be in possession of a certified / stamped copy of this licence.

**Any further conditions**

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*(And/or as contained in the appendix hereto)*

DIRECTOR-GENERAL

DATE STAMP

REPUBLIC OF SOUTH AFRICA  
DEPARTMENT OF WATER AFFAIRS AND FORESTRY

FORM 16

STATISTICAL RETURNS  
[SECTION 6(1) OF ACT NO. 84 OF 1998, REGULATION 26(1)]

TIMBER PLANTATION STATISTICS FOR THE YEAR \_\_\_\_\_

PLEASE NOTE THE FOLLOWING:

1. THIS CENSUS FORM MUST PLEASE BE RENDERED ON OR BEFORE 30<sup>th</sup> NOVEMBER
2. THE PERIOD FOR WHICH THE INFORMATION IS REQUIRED IS 1<sup>ST</sup> JULY TO 30<sup>TH</sup> JUNE OR FOR YOUR MOST RECENT FINANCIAL YEAR / REPORTING PERIOD ENDING BEFORE THE DATE ON WHICH THE CENSUS HAS TO BE RETURNED TO DWAF.
3. Failure to supply a return is a punishable offence in terms of regulation 32(2)(h).
4. Information obtained by the Department of individual plantations is considered to be strictly confidential and will not be disclosed to any person / company / organisation, either private or state, OR used for any purpose other than that for which it is intended.

OWNER / LESSEE:  
MANAGEMENT UNIT / MAGISTERIAL DISTRICT:

Please enter changes in address here

SECTION 1A- GENERAL

The responsibility is assigned to the Department of Water Affairs and Forestry to collate and publish information annually on the location, extent and nature of existing timber plantations in South Africa. The information is essential for the determination of State and private policies and development plans and as such is viewed as being extremely important by both DWAF and the Private Sector Commercial Forestry Industry. Your co-operation in filling in the return accurately and in submitting it by the due date is therefore greatly appreciated.

**PLEASE FOLLOW THE INSTRUCTIONS BELOW ACCURATELY**

1. This return is intended for completion in respect of either:
  - a): each plantation that is managed as a separate management unit; **OR**
  - b): a number of plantations / management units falling within the same Magisterial District.**IF YOU OWN OR MANAGE MORE THAN ONE PLANTATION WITHIN THE SAME MAGISTERIAL DISTRICT PLEASE TRY AND COMPLETE ONE CONSOLIDATED FORM (i.e. as per b) above).**
2. The return must be completed by owners or lessees of plantations, or the owners of cutting or felling rights or arrangements
3. over plantations and must be furnished for either:
  - a): the period 1<sup>st</sup> July to 30<sup>th</sup> June **OR**
  - b): your most recent financial year / reporting period ending before the date on which the census has to be returned to DWAF.
4. Metric units, rounded to the nearest whole number must be used throughout this return and all volume figures must be
5. quoted in cubic metres (m<sup>3</sup>). Please convert tons to cubic metres using either your own conversion factors **OR** the accepted "Standard Industry Conversion Factors" appearing on the back page of this return
6. Two forms are issued in respect of each plantation / management unit or magisterial district, one for submission to the Department and one to be kept by yourself.

**SECTION 1B - REPORTING PERIOD**

Please indicate below by way of a tick which reporting period the information supplied relates to.

1. 31 <sup>st</sup> July 1999 to 30 <sup>th</sup> June 2000	YES	NO
2. Other reporting period	YES	NO

If other reporting period used, please fill in the dates of the reporting period in the boxes below.

1. From:	
2. To:	

**SECTION 2 - OWNERSHIP AND DESCRIPTION OF PLANTATIONS**

1. Did you sell, rent out or lease any land with plantations on during the applicable reporting period?

YES	NO	Plantation Area	(ha)
-----	----	-----------------	------

If yes, please give name and address of the new holder so that a return may be sent to them.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone number: \_\_\_\_\_

**NB The return must hereafter be completed ONLY for the portion managed by yourself. If your entire plantation area was sold, rented out or leased, please return the questionnaire as soon as possible to this office.**

2. Did you acquire any land with plantations on during the applicable reporting period?

YES	NO	Plantation Area	(ha)
-----	----	-----------------	------

If yes, please give name and address of the previous holder so that they may be removed from our database.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Telephone number: \_\_\_\_\_

3. Is all plantation land included in your return?

YES	NO
-----	----

4. Are you affiliated to any of the following associations? If so, please tick the appropriate box / boxes

FOA	SATGA	SAWGU	NCT	Lowveld Cooperative	Transvaal Wattle Growers Union	Other
-----	-------	-------	-----	------------------------	-----------------------------------	-------

**SECTION 3A - AREA OF SOFTWOOD IN AGE CLASSES GROWN FOR PRODUCTION OF SAWLOGS (HA)**  
(As at 30<sup>th</sup> June 2000 OR at end of your own reporting period)

Year	Age	<i>P. patula</i>	<i>P. elliottii</i>	<i>P. taeda</i>	<i>P. radiata</i>	<i>P. pinaster</i>	Other Species
Temp. Unplanted:	11						
99/00	0-1						
98/99	1-2						
97/98	2-3						
96/97	3-4						
95/96	4-5						
94/95	5-6						
93/94	6-7						
92/93	7-8						
91/92	8-9						
90/91	9-10						
89/90	10-11						
88/89	11-12						
87/88	12-13						
86/87	13-14						
85/86	14-15						
84/85	15-16						
83/84	16-17						
82/83	17-18						
81/82	18-19						
80/81	19-20						
79/80	20-21						
78/79	21-22						
77/78	22-23						
76/77	23-24						
75/76	24-25						
74/75	25-26						
73/74	26-27						
72/73	27-28						
71/72	28-29						
70/71	29-30						
69/70	30-31						
68/69	31-32						
67/68	32-33						
66/67	33-34						
	34+						
Jungle							
Total							
Grand Total							

Notes: 1. Please include Softwood "Mining Timber" on this page, if any.  
2. Please carry forward grand total to Section 5.

**SECTION 3B - AREA OF SOFTWOOD IN AGE CLASSES GROWN FOR PRODUCTION OF PULPWOOD (IIA)**  
(As at 30<sup>th</sup> June 2000 OR at end of your own reporting period)

Year	Age	<i>P. patula</i>	<i>P. elliptii</i>	<i>P. taeda</i>	<i>P. radiata</i>	<i>P. pinaster</i>	Other Species
Temp. Unplanted:							
99/00	0-1	11					
98/99	1-2	12					
97/98	2-3	13					
96/97	3-4	14					
95/96	4-5	15					
94/95	5-6	16					
93/94	6-7	17					
92/93	7-8	18					
91/92	8-9	19					
90/91	9-10	20					
89/90	10-11	21					
88/89	11-12	22					
87/88	12-13	23					
86/87	13-14	24					
85/86	14-15	25					
84/85	15-16	26					
83/84	16-17	27					
82/83	17-18	28					
81/82	18-19	29					
80/81	19-20	30					
79/80	20-21	31					
78/79	21-22	32					
77/78	22-23	33					
76/77	23-24	34					
75/76	24-25	35					
74/75	25-26	36					
73/74	26-27	37					
72/73	27-28	38					
71/72	28-29	39					
70/71	29-30	40					
69/70	30-31	41					
68/69	31-32	42					
67/68	32-33	43					
66/67	33-34	44					
	34+	45					
		46					
Jungle		47					
Total							
Grand Total							

Note: 1. Please carry forward grand total to Section 5.

## SECTION 3C - AREA OF SOFTWOOD IN AGE CLASSES GROWN FOR PRODUCTION OF OTHER PRODUCTS (HA)

(As at 30<sup>th</sup> June 2000 OR at end of your own reporting period)

		SEE APPENDIX PAGE FOR THE CODES			
Year	Age	Code :	Code :	Code :	Code :
Temp. Unplanted:					
99/00	0-1	11			
		12			
98/99	1-2	13			
		14			
97/98	2-3	15			
		16			
96/97	3-4	17			
		18			
95/96	4-5	19			
		20			
94/95	5-6	21			
		22			
93/94	6-7	23			
		24			
92/93	7-8	25			
		26			
91/92	8-9	27			
		28			
90/91	9-10	29			
		30			
89/90	10-11	31			
		32			
88/89	11-12	33			
		34			
87/88	12-13	35			
		36			
86/87	13-14	37			
		38			
85/86	14-15	39			
		40			
84/85	15-16	41			
		42			
83/84	16-17	43			
		44			
82/83	17-18	45			
		46			
81/82	18-19	47			
80/81	19-20				
79/80	20-21				
78/79	21-22				
77/78	22-23				
76/77	23-24				
75/76	24-25				
74/75	25-26				
73/74	26-27				
72/73	27-28				
71/72	28-29				
70/71	29-30				
69/70	30-31				
68/69	31-32				
67/68	32-33				
66/67	33-34				
	34+				
Jungle					
Total					

Notes: 1. Please insert applicable species / product codes in spaces provided, as appearing in the Appendix (e.g. *P. patula* grown for poles is code 001).

2. Please carry forward totals per product to Section 5.

## SECTION 4A - AREA OF HARDWOOD SPECIES IN AGE CLASSES GROWN FOR PRODUCTION OF PULPWOOD (HA)

(As at 30<sup>th</sup> June 2000 OR at end of your own reporting period)

Year	Age	<i>E. grandis</i>	Other Gum	Wattle	Poplars	Other Hardwood Sp.
Temp. Unplanted:						
99/00	0-1	11				
98/99	1-2	12				
97/98	2-3	13				
96/97	3-4	14				
95/96	4-5	15				
94/95	5-6	16				
93/94	6-7	17				
92/93	7-8	18				
91/92	8-9	19				
90/91	9-10	20				
89/90	10-11	21				
88/89	11-12	22				
87/88	12-13	23				
86/87	13-14	24				
85/86	14-15	25				
84/85	15-16	26				
83/84	16-17	27				
82/83	17-18	28				
81/82	18-19	29				
80/81	19-20	30				
79/80	20-21	31				
78/79	21-22	32				
77/78	22-23	33				
76/77	23-24	34				
75/76	24-25	35				
74/75	25-26	36				
73/74	26-27	37				
72/73	27-28	38				
71/72	28-29	39				
70/71	29-30	40				
69/70	30-31	41				
68/69	31-32	42				
67/68	32-33	43				
66/67	33-34	44				
	34+	45				
		46				
Jungle		47				
Total						

Note: 1. Please carry forward totals per species to Section 5.



**SECTION 4B - AREA OF HARDWOOD SPECIES IN AGE CLASSES GROWN FOR PRODUCTION OF MINING TIMBER (HA)**  
(As at 30<sup>th</sup> June 2000 OR at end of your own reporting period)

Year	Age	<i>E. grandis</i>	Other Gum	Wattle	Poplars	Other Hardwood Sp.
Temp. Unplanted:	11					
99/00	0-1					
98/99	1-2					
97/98	2-3					
96/97	3-4					
95/96	4-5					
94/95	5-6					
93/94	6-7					
92/93	7-8					
91/92	8-9					
90/91	9-10					
89/90	10-11					
88/89	11-12					
87/88	12-13					
86/87	13-14					
85/86	14-15					
84/85	15-16					
83/84	16-17					
82/83	17-18					
81/82	18-19					
80/81	19-20					
79/80	20-21					
78/79	21-22					
77/78	22-23					
76/77	23-24					
75/76	24-25					
74/75	25-26					
73/74	26-27					
72/73	27-28					
71/72	28-29					
70/71	29-30					
69/70	30-31					
68/69	31-32					
67/68	32-33					
66/67	33-34					
	34+					
Jungle						
Total						

Note: 1. Please carry forward totals per species to Section 5.

**SECTION 4C - AREA OF HARDWOOD SPECIES IN AGE CLASSES GROWN FOR PRODUCTION OF OTHER PRODUCTS (HIA)**  
(As at 30<sup>th</sup> June 2000 OR at end of your own reporting period)

		SEE APPENDIX PAGE FOR THE CODES			
Year	Age	Code :	Code :	Code :	Code :
<b>Temp. Unplanted:</b>					
99/00	0-1	11			
98/99	1-2	12			
97/98	2-3	13			
96/97	3-4	14			
95/96	4-5	15			
94/95	5-6	16			
93/94	6-7	17			
92/93	7-8	18			
91/92	8-9	19			
90/91	9-10	20			
89/90	10-11	21			
88/89	11-12	22			
87/88	12-13	23			
86/87	13-14	24			
85/86	14-15	25			
84/85	15-16	26			
83/84	16-17	27			
82/83	17-18	28			
81/82	18-19	29			
80/81	19-20	30			
79/80	20-21	31			
78/79	21-22	32			
77/78	22-23	33			
76/77	23-24	34			
75/76	24-25	35			
74/75	25-26	36			
73/74	26-27	37			
72/73	27-28	38			
71/72	28-29	39			
70/71	29-30	40			
69/70	30-31	41			
68/69	31-32	42			
67/68	32-33	43			
66/67	33-34	44			
	34+	45			
		46			
<b>Jungle</b>		47			
<b>Total</b>					

Notes: 1. Please insert applicable species / product codes in spaces provided, as appearing in the Appendix (e.g. *E. grandis* grown for poles is code 032).  
2. Please carry forward totals to Section 5.

## SECTION 5 – MAIN OBJECTIVE FOR WHICH TIMBER IS GROWN AND ACTUAL\* / ESTIMATED CLEARFELLING AGE

Main objective	Softwood (ha)	Age	<i>E. grandis</i> (ha)	Age	Other Gums (ha)	Age	Wattle (ha)	Age	Poplars (ha)	Age	Other Hardwood (ha)	Age
Sawlogs	11											
Poles and laths	12											
Mining Timber	13											
Pulpwood	14											
Matchwood	15											
Charcoal	16											
Firewood	17											
Other	18											
Total (hectares)												

\* Please indicate the actual age at which trees were clearfelled per species and product. Alternatively, please indicate the estimated age at which they will be clearfelled (i.e. the planned rotation age).

NB: Please be sure that total areas recorded in Sections 3 and 4 are equal to the total areas given in this section. TO ASSIST IN THIS, PLEASE CARRY INFORMATION FORWARD FROM SECTIONS 3 AND 4 TO THIS SECTION.

Please indicate the magisterial district for which this census return relates:  
(NB: A separate return needs completing for each magisterial district)

Please indicate by a tick the class of ownership of the plantation/s in the box below

Individual, partnership or family trust		Company, close corporation or Co-op	
Church or school		Local authority	
SAFCOL		DWAF/ other Govt. Department	

Registered names and numbers of the farms on which plantations are situated  
NB Please attach separate sheet if space provided insufficient.

Farm name &amp; number OR SG21 Reg Code (if known)

[illegible]

Farm name &amp; number OR SG21 Reg Code (if known)

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are approximately 20 lines visible. The paper appears slightly aged or off-white.

### SECTION 6 – VOLUME OF ROUNDWOOD SOLD/SUPPLIED FROM PLANTATION (m<sup>3</sup>)

In this section a breakdown has to be given of sales/supplies according to the timber species and roundwood categories. The quantity of roundwood for own use as well as that used or intended for use by own or associated factories or plants must be included.

Please note: 1. Please give all figures in cubic metres. Use your own conversion factors or the "Standard Industry Conversion Factors" listed in Appendix at the back of this return to convert tons to m<sup>3</sup>.

2. Period 1<sup>st</sup> July 1999 to 30<sup>th</sup> June 2000 to be used OR your own reporting period.

Species sold		Roundwood Categories											
		Sawlogs, veneer logs and sleepers		Poles, laths and droppers (m <sup>3</sup> )	Mining timber (m <sup>3</sup> )	Pulpwood Categories				Matchwood (m <sup>3</sup> )	Wood for charcoal (m <sup>3</sup> )	Firewood (m <sup>3</sup> )	Other products (m <sup>3</sup> )
						Pulp, paper and paperboard (m <sup>3</sup> )	Composite board products (m <sup>3</sup> )	Chips for export (m <sup>3</sup> )	Roundwood pulpwood for export (m <sup>3</sup> )				
All softwood species													
<i>E. grandis</i>													
Other gum species													
Wattle													
Poplar													
Other hardwood Sp.													
Total													

Note: 1. If you do not know the volume of timber sold, please fill in the following section.

Timber species..... Main purpose..... Area (ha)..... Age.....

Timber species..... Main purpose..... Area (ha)..... Age.....

Timber species..... Main purpose..... Area (ha)..... Age.....

Timber species..... Main purpose..... Area (ha)..... Age.....

Please give the name and address of the most important purchaser(s) of the roundwood

Name

1.

\_\_\_\_\_

2.

\_\_\_\_\_

3.

\_\_\_\_\_

Address

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Town and postal code

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### SECTION 7 – MEAN ANNUAL INCREMENTS (MAI's – m<sup>3</sup> / hectare / year)

In this section details have to be given of the MAI's per species and product achieved from clearfelling operations during the reporting period.

NB Please furnish MAI's to nearest one decimal place (e.g. 15.1).

Main purpose for which this timber is grown	All softwood species (MAI)	<i>Eucalyptus</i> species (MAI)	Wattle (MAI)	Other hardwood species (incl. Poplar) (MAI)
Sawlogs				
Poles				
Mining Timber				
Pulpwood				
Matchwood				
Charcoal				
Firewood				
Other				

Notes: 1. Please calculate MAI's by :

using the actual age at which trees were felled given in Section 5;

using the volume figures given in Section 6; and

using the actual areas felled from which the volumes were derived.

3. Do not split MAI for timber grown for Sawlogs into sawlogs and pulpwood / other byproducts (e.g. put one consolidated MAI figure in the Sawlog blocks).

2. Volumes from thinnings should be excluded.

**EXAMPLE:** If a 3.2 hectare compartment of 25 year old *P. Patula* trees was felled which produced 1 200 m<sup>3</sup> of sawlogs and 300 m<sup>3</sup> of pulpwood, then the MAI figure needed is 1 500 divided by 3.2 divided by 25 which equals 18.8. This consolidated figure should appear in the Softwood Sawlog block.

### SECTION 8 - DAMAGE / LOSS CAUSED BY FIRES AND OTHER CAUSES

In this section details of damage done and losses to your plantations during the reporting period are required.

NB With the exception of "timber theft", please furnish areas in hectares (round off to nearest hectare)

Species	Fires		Weather (ha)	Insects (ha)	Diseases (ha)	Animals and rodents (ha)	Timber theft (m <sup>3</sup> )
	Number	Area affected (ha)					
Softwood							
Hardwood							
Total							

Of the total number of fires and hectares damaged by fire given above, please indicate the cause of the fires (if known) and the hectares damaged.

Cause	Number	Hectares Damaged
Natural Causes		
Accidental Causes		
Arson		
Not Known		
Total		

NB Please ensure totals given here equal figures given in first two columns of Section 8 above.

## SECTION 9 - CONVERSION OF EXISTING PLANTATIONS

In this section the areas of plantations converted to other species and /or land uses during the reporting period are required.

NB Please furnish areas in hectares (round off to nearest hectare).

Timber species	Softwood species (ha)	<i>Eucalyptus</i> species (ha)	Wattle (ha)	Other Hardwood species (ha)	Agricultural or other land use (ha)	Total (ha)
Softwood species converted to:						
<i>Eucalyptus</i> species converted to:						
Wattle converted to:						
Other hardwood species converted to:						
Total						

Note: Please check that total figure shown in bottom right of table adds up to same figure if added up horizontally or vertically.

## SECTION 10 - NEW AFFORESTATION (NOT RE-ESTABLISHMENT OR REGENERATION)

In this section details have to be given of the area not planted previously, that you have planted during the reporting period.

NB Please furnish areas in hectares (round off to nearest hectare).

Main purpose for which this timber is grown	All softwood species (ha)	<i>Eucalyptus</i> species (ha)	Wattle (ha)	Other hardwood species (incl. Poplar) (ha)
Sawlogs				
Poles				
Mining Timber				
Pulpwood				
Matchwood				
Charcoal				
Firewood				
Other				
Total				

### Summary of plantation area:

Total area as at 30<sup>th</sup> June 1999 or end of previous reporting period

Plus additions (new afforestation; plantations acquired)

Minus excisions (converted; plantations sold; withdraw from forestry etc.)

Total area as at 30<sup>th</sup> June 2000 or end of most recent reporting period (i.e. this one)



**SECTION 11 - ELECTRONIC VERSION OF CENSUS FORM**

To assist in the completion and submission of the census forms it is the intention to produce electronic versions of the forms so that they may be sent by e-mail to timber growers who request them.

E-MAIL ADDRESS: \_\_\_\_\_

IN FUTURE WOULD YOU LIKE TO RECEIVE AN ELECTRONIC VERSION OF THE ANNUAL CENSUS FORM?

YES	NO
-----	----

If yes, please ensure you have filled in your e-mail address above and indicate in the table below by way of a tick, in what format you would like the form to be sent to you.

Programme	Type of Programme	Please tick
Excel	Spreadsheet	
Lotus 123	Spreadsheet	
Quatro Pro	Spreadsheet	
MS Word	Word processor	
WordPerfect	Word processor	
Other (please state)		

I hereby certify that the particulars given by me in the return are correct to the best of my knowledge and belief:

Date \_\_\_\_\_

Place \_\_\_\_\_

Signature \_\_\_\_\_

Enquiries to:

1. Name \_\_\_\_\_

2. Telephone \_\_\_\_\_

Telephone code \_\_\_\_\_

3. Fax number \_\_\_\_\_

**THANK YOU FOR YOUR CO-OPERATION IN COMPLETING THE RETURN**

## APPENDIX PAGE

## 1. STANDARD INDUSTRY CONVERSION FACTORS (FOR USE IN SECTION 6)

STANDARD INDUSTRY CONVERSION FACTORS (tons to m<sup>3</sup>)

Product / Species	Ton	Cubic Metre	Product / Species	Ton	Cubic Metre
<b>Sawlogs</b>			<b>Pulpwood</b>		
Softwood	1 ton (wet)	= 0.94 m <sup>3</sup>	Softwood	1 ton	= 1.00 m <sup>3</sup>
<i>E. grandis</i>	1 ton (wet)	= 0.94 m <sup>3</sup>	<i>E. grandis</i>	1 ton	= 1.47 m <sup>3</sup>
Other Euc. sp.	1 ton (wet)	= 0.78 m <sup>3</sup>	Other Euc. sp.	1 ton	= 1.25 m <sup>3</sup>
<b>Mining Timber</b>			Wattle	1 ton	= 1.19 m <sup>3</sup>
<i>E. grandis</i>	1 ton	= 1.47 m <sup>3</sup>	Other hardwood sp.	1 ton	= 1.25 m <sup>3</sup>
Other Euc. sp.	1 ton	= 1.25 m <sup>3</sup>	<b>Matchwood</b>		
Wattle	1 ton	= 1.19 m <sup>3</sup>	Poplar	1 ton (wet)	= 1.03 m <sup>3</sup>
<b>Transmission / Telegraph Poles</b>			<b>Poles, Laths etc.</b>	1 ton	= 1.56 m <sup>3</sup>
	1 ton	= 1.25 m <sup>3</sup>	<b>Firewood</b>	1 ton	= 1.25 m <sup>3</sup>

## 2. SPECIES / PRODUCT CODES (FOR USE IN SECTIONS 3C AND 4C)

## SOFTWOOD

	<i>P. patula</i>	<i>P. elliottii</i>	<i>P. taeda</i>	<i>P. radiata</i>	<i>P. pinaster</i>	Other Sp.
Poles	001	006	011	016	021	026
Matchwood	002	007	012	017	022	027
Charcoal	003	008	013	018	023	028
Firewood	004	009	014	019	024	029
Other	005	010	015	020	025	030

## HARDWOOD

	<i>E. grandis</i>	Other gum	Wattle	Poplars	Other Sp.
Sawlogs	031	036	041		050
Poles	032	037	042		051
Matchwood				046	
Charcoal	033	038	043	047	052
Firewood	034	039	044	048	053
Other	035	040	045	049	054

REPUBLIC OF SOUTH AFRICA  
DEPARTMENT OF WATER AFFAIRS AND FORESTRY

FORM 17

ROUNDWOOD PROCESSING STATISTICS

[SECTION 6(1) OF ACT NO. 84 OF 1998, REGULATION 26(1)]

PLEASE NOTE THE FOLLOWING:

1. THIS FORM MUST PLEASE BE RENDERED ON OR BEFORE 30<sup>TH</sup> NOVEMBER
2. THE PERIOD FOR WHICH THE INFORMATION IS REQUIRED IS 1<sup>ST</sup> JULY TO 30<sup>TH</sup> JUNE OR FOR YOUR MOST RECENT FINANCIAL YEAR / REPORTING PERIOD ENDING BEFORE THE DATE ON WHICH THE FORM HAS TO BE RETURNED TO DWAF.
3. FAILURE TO SUPPLY A RETURN IS A PUNISHABLE OFFENCE IN TERMS OF REGULATION 32(2)(H).
4. INFORMATION OBTAINED BY THE DEPARTMENT OF INDIVIDUAL PLANTATIONS IS CONSIDERED TO BE STRICTLY CONFIDENTIAL AND WILL NOT BE DISCLOSED TO ANY PERSON / COMPANY / ORGANISATION, EITHER PRIVATE OR STATE, OR USED FOR ANY PURPOSE OTHER THAN THAT FOR WHICH IT IS INTENDED.

PLEASE FOLLOW THE INSTRUCTIONS BELOW ACCURATELY

1. The return must be completed by the person in charge of a timber processing factory or plant and must be furnished for either:
  - a): the period 1<sup>st</sup> July to 30<sup>th</sup> June **OR**
  - b): your most recent financial year / reporting period ending before the date on which the census has to be returned to DWAF.
2. Metric units, rounded to the nearest whole number must be used throughout this return and all volume figures must be quoted in cubic metres (m<sup>3</sup>). Please convert tons to cubic metres using either your own conversion factors **OR** the accepted "Standard Industry Conversion Factors" appearing on the back page of this return
3. Two forms are issued, one for submission to the Department and one to be kept by you.

---

**SECTION 1 DESCRIPTION OF ESTABLISHMENT**

1. Magisterial District in which wood processing factory or industry is located.....
2. Particulars of establishment:
  - a. Trading name.....
  - b. Full business address.....  
.....
  - c. Factory or industry address.....  
.....
3. **I hereby certify that the particulars given by me in this return are correct to the best of my knowledge and belief**

Signature.....

Date.....

Place.....

Inquiries:.....

Tel.....

Fax.....

Tel code.....

4. Identify of ownership (Please indicate by means of a cross)

Registered Companies		Individual and partnership	State	
Public	Private			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

5. Please indicate by means of a cross the activities of the establishment

Sawmill	Veneer Mill	Pulp and/or board mill	Chipping Plant	Mining Timber	Pole plant	Match factory	Charcoal plant
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## SECTION 2 ESTABLISHED CURRENT MARKET VALUE OF FIXED ASSETS

1. Include value of improvements and equipment on leased land
2. Exclude value of plantations and plantation property

Item	
(a) Land, buildings, works and housing	R.....
(b) Plant and machinery, equipment and furniture	R.....
© Vehicles	R.....
(d) Other (Specify)	R.....
Total	R.....

## SECTION 3 PURCHASES AND/OR TRANSFERS-IN OF ROUNDWOOD

- (I) In this section a breakdown must be given of the purchases and/or transfers-in during the reporting period of all roundwood, including roundwood derived from your own plantations, used or intended for use in this establishment's own wood-processing activities

- (II) Imported roundwood: Includes all roundwood imported

Roundwood purchases and/or Transferred-in	Quantity in cubic metres (m3)				
	Pine	E.grandis	Other gums	Wattle	Other
<b>Sawlogs:</b> Local	-----	-----	-----	-----	-----
Imported	-----	-----	-----	-----	-----
<b>Veneerlogs:</b> Local	-----	-----	-----	-----	-----
Imported	-----	-----	-----	-----	-----
<b>Poles, piling and posts:</b> Local	-----	-----	-----	-----	-----
Imported	-----	-----	-----	-----	-----
<b>Minig Timber:</b> Local	Quantity in metric tons				
	-----	-----	-----	-----	-----
Imported	-----	-----	-----	-----	-----
<b>Pulpwood:</b> Local	-----	-----	-----	-----	-----
Coverted	-----	-----	-----	-----	-----
Imported	-----	-----	-----	-----	-----
Coverted	-----	-----	-----	-----	-----
<b>Excluding chips, off cuts etc</b>	-----	-----	-----	-----	-----
<b>Matchwood:</b> Local					-----
Imported					-----
<b>Wood for charcoal:</b> Local	-----	-----	-----	-----	-----
Imported	-----	-----	-----	-----	-----
<b>Roundwood not processed by mill but handled</b>	Quantity in cubic metres (m3)				
	-----	-----	-----	-----	-----
Local	-----	-----	-----	-----	-----
Imported	-----	-----	-----	-----	-----
<b>Roundwood to be prepared for export</b>	-----	-----	-----	-----	-----
Local	-----	-----	-----	-----	-----
Imported	-----	-----	-----	-----	-----
<b>Wood chips:</b> Local	-----	-----	-----	-----	-----
Imported	-----	-----	-----	-----	-----

## SECTION 4 ALL COSTS INCURRED IN RESPECT OF PURCHASES AND/OR TRANSFERS-IN OF ROUNDWOOD

PLEASE NOTE THAT THE FIGURES SHOWN IN THIS SECTION ARE ONLY VALID FOR THE QUANTITIES GIVEN IN SECTION 3

Description	Total delivered at mill cost of log purchases
Saw logs, veneer logs and logs for sleepers	_____
Poles, pililling and posts	_____
Minig timber	_____
Pulpwood (excluding chips)	_____
Matchwood	_____
Wood for production of charcoal	_____
Logs in the round not processed	_____
Roundwood to be prepared for export	_____
Pulpwood chips	_____

## SECTION 5 PRODUCTION, SUPPLIES, TIMBER AND TIMBER PRODUCTS SOLD AND/OR TRANSFERRED-OUT

In this section a breakdown has to be given of the production, supplies, sales and/or transfers out during the reporting period of all timber products manufactured or produced by this establishment. Include products manufactured both from South African grown and imported roundwood

Production, supplies, sales and/or transfers out	Particulars			Quantity cubic metres (m3)	
				Pine	Hardwood
<b>A: Sawn timber used for:</b>					
(i) Building	Sales	Production			
		Local	Exported		
(ii) Furniture	Sales	Transferred-out			
		Production			
(iii) Other purposes	Sales	Production			
		Local	Exported		
<b>B. Wooden poles</b>	Sales	Transferred-out			
		Production			
(i) Transmission poles	Sales	Production			
		Local	Exported		
(ii) Telephone poles	Sales	Production			
		Local	Exported		
(iii) All other poles	Sales	Production			
		Local	Exported		
<b>C. Mining timber for underground supports</b>					
<b>D. Manufactured articles</b>	Sales	Production			
		Local	Exported		



## SECTION 5 PRODUCTION, SUPPLIES, TIMBER AND TIMBER PRODUCTS SOLD AND/OR TRANSFERRED-OUT

In this section a breakdown has to be given of the production, supplies, sales and/or transfers out during the reporting period of all timber products manufactured or produced by this establishment. Include products manufactured both from South African grown and imported roundwood

Production, supplies, sales and/or transfers out	Particulars	Quantity Cubic metres (m3)	
		Pine	Hardwood
<b>E. Wooden based panel products</b> (i) Venner	Production		
	Own use		
	Sales	Local	
		Exported	
	Production		
	Own use		
(ii) Plywood	Sales	Local	
		Exported	
	Production		
	Own use		
	Sales	Local	
		Exported	
(iii) Blockboard, laminated and batten board	Production		
	Own use		
	Sales	Local	
		Exported	
	Production		
	Own use		
(iv) Particle board and chipboard	Sales	Local	
		Exported	
	Production		
	Own use		
	Sales	Local	
		Exported	
(v) Fibre board: Compressed	Production		
	Own use		
	Sales	Local	
		Exported	
	Production		
	Own use		
(vi) Fibre board: Non compressed	Sales	Local	
		Exported	
	Production		
	Own use		
	Sales	Local	
		Exported	
<b>F. Woodpulp other than dissolving pulp</b> (i) Mechanical pulp	Production		
	Own use		
	Sales	Local	
		Exported	
	Production		
	Own use		
(ii) Semi chemical pulp	Sales	Local	
		Exported	
	Production		
	Own use		
	Sales	Local	
		Exported	

## SECTION 5 PRODUCTION, SUPPLIES, TIMBER AND TIMBER PRODUCTS SOLD AND/OR TRANSFERRED-OUT

In this section a breakdown has to be given of the production, supplies, sales and/or transfers out during the reporting period of all timber products manufactured or produced by this establishment. Include products manufactured both from South African grown and imported roundwood

Production, supplies, sales and/or transfers out	Particulars	Quantity Cubic metres (m3)	
		Pine	Hardwood
(iii) Chemical pulp	Production		
	Own use		
	Sales	Local Exported	
(iv) Dissolving pulp	Production		
	Own use		
	Sales	Local Exported	
G. Charcoal (manufactured from roundwood only)	Production		
	Own use		
	Sales	Local Exported	
H. Wood chips (manufactured from roundwood only)	Production		
	Own use		
	Sales	Local Exported	
I. Plant Residue include residues which are chipped NB An estimate is exepiable	Production		
	Own use		
	Sales	Local Exported	
J. Firewood	Stock at end of the year		
	Production		
	Own use		
K. Matchwood	Sales	Local Exported	
	Production		
	Own use		
L. Round logs handled by mill but not processed in any way	Production		
	Own use		
	Sales	Local Exported	
M. Logs prepared for export	Production		
	Own use		
	Sales	Local Exported	

## SECTION 6 VALUE OF SALES AND/OR TRANSFERS-OUT OF FOREST PRODUCTS

This section calls for a breakdown of the value of the sales and/or transferred-out during the reporting period of all timber products manufactured or produced by this establishment

Product	Value	
	Local R	Exported R
All sawn timber		
Wooden Poles		
Wood Base Panel Products		
Wood-pulp and Dissolving Pulp		
Paper and Paperboard		
Firewood		
Wood chips		
Plant residue (chipped or otherwise		
Charcoal		
Match products		
Other wood producys		
Logs in the round not processed		
Logs prepared for export		
Total		

Give a delivered price of local sales and FAS (Free Alongside Ship) for exports