



forestry, fisheries & the environment

Department:
Forestry, Fisheries and the Environment
REPUBLIC OF SOUTH AFRICA

For office use:

Date Received:	File Reference Number	Licence Number

APPLICATION FOR A LICENCE REGARDING ACTIVITIES CONDUCTED IN A STATE FOREST

[SECTION 23 OF THE NATIONAL FORESTS ACT, 84 of 1998, AS AMENDED]

PLEASE READ CAREFULLY

This form

If you want to conduct any activities that may be licensed in **State forests** in terms of section 23 (1)(a)-(m).

The form must be completed in full, writing must be legible and sent or delivered to the nearest Forestry office of the Department of Forestry, Fisheries, and the Environment (DFFE).

Append information to this document if space is insufficient

Exemptions

Certain persons or classes of persons, may for certain purposes be exempted from licensing, as published in the Government Gazette. Certain licensees may be exempted from paying licence fees. Enquiries regarding exemptions can be made at the nearest Forestry office of the Department of Forestry, Fisheries and the Environment.

Other laws

A licence issued under the National Forests Act, 1998, does not exempt you from the provisions of other laws e.g., NEMA, NWA, NEMPA, CARA, Provincial Flora and Fauna Permits.

1 LIST OF POSSIBLE ACTIVITIES

	Mark with X	Parts of form to be completed
Application for licence to:		
a) Establishment and management of plantation		1, 2, 3, A
b) The felling of trees and removal of timber		1, 2, 3, B
c) The cutting, disturbance, damage or destruction of any other forest produce		1, 2, 3, C
d) The removal or receipt of any other forest produce		1, 2, 3, D
e) The use of land, structures or buildings for agricultural, commercial, communications, domestic, industrial, residential or transportation purposes		1, 2, 3, E
f) The use of roads		1, 2, 3, F
g) The moving of water, electricity, gas, fuel and any other thing across a State Forest		1, 2, 3, G
h) The construction of any road, building or structure		1, 2, 3, H
i) The grazing or herding of animals		1, 2, 3, I
j) The cultivation of land		1, 2, 3, J
k) Hunting and fishing		1, 2, 3, K
l) The use of a State Forest for recreational, educational, cultural or spiritual purposes where there is no right to such use under section 19		1, 2, 3, L
m) The use of a State Forest for any other purpose, if it is consistent with the sustainable management of the forest		1, 2, 3, M

Please mark the applicable box with "x"

	New application		Renewal (Previous Licence) Licence No.:		Amendment / Cancellation
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2	PARTICULARS OF APPLICANT AND GENERAL INFORMATION
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Name of applicant											
ID Number / Passport Number											
Postal address											
Residential address											
Fax number											
Telephone number											
Cellular phone number											
E-mail address											
Gender (For statistical purposes): (Mark with X)	M	F	Race: (Mark with X)	Black		White		Coloured		Indian	
ATTACH A CERTIFIED COPY OF YOUR IDENTITY DOCUMENT / PASSPORT TO THIS APPLICATION FORM											

Describe the forest where the activity will be conducted:

Supply as much as possible, detail information about the State Forest affected

State Forest:
District:
Town:
Province:

(If possible, provide a map of the State Forest showing the area in which the activity is to be exercised)

What period is a licence required for?

From: DD/ MM/ YYYY **To:** DD/ MM/ YYYY

Who will be the beneficiaries of this license? (indicate with an X below please)

Applicant Only	
A Community	
Organization	
Other (specify)	

If a Community, is the community a party to a Community Forestry Agreement (CFA)?

Mark with X	Yes	No
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If applicable, name the community or organisation that will benefit from the proposed activity or project

3	DESCRIPTION OF THE ACTIVITY
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- a) Stipulate the purpose of the activity that the licence is required?

- b) Provide a brief description of the area prior to the commencement of the activity (e.g. grassland, natural forest or plantation).

- c) Describe the anticipated environmental impacts and proposed mitigation measures

- d) Is this an application for a license under a granted servitude?

Mark with X	Yes	No
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- e) Has authorization been granted in terms of other applicable legislation (e.g. NWA, NEMA, CARA MPRDA, etc.) **Please attach the proof of authorization.**

Mark with X	Yes	No
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A	ESTABLISH AND MANAGE A PLANTATION
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Regulation 8(3) under the National Forests Act, 1998, requires the submission of a planting plan, as specified in sub-regulations (a) and (b), together with a licence application.

Is a planting plan attached?

Mark with X	Yes	No
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B	THE FELLING OF TREES AND REMOVAL OF TIMBER
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- a) Indicate the applicable section below with an (x)

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

b)

Name of the Tree(s) / other Forest Produce/ Products	Volume or Amount
1. Tree(s):	
2. Produce:	
3. Product(s):	

- c) Will you cut tree(s), or harvest forest produce, in accordance with an approved sustainable forest management plan? (If Yes, please attach the Harvesting Plan)

Mark with X	Yes	No
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C	THE CUTTING, DISTURBANCE, DAMAGE OR DESTRUCTION OF ANY OTHER FOREST PRODUCE
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[Note: Damage includes pruning and de-limbing]

- a) Stipulate the purpose:

- b) Explain method of cutting, disturbing, damaging and / or destroying of trees / forest produce (to be stipulated in the license):

- c) Name the trees/ area/ size/ forest:

- d) How many trees/ estimated mass/volume/numbers of trees/logs/bundles/loads:

- e) Give an indication of the characteristics /size/dimensions of trees/forest produce:

- f) Give an indication of the characteristics of the trees/forest produce:

- g) Describe the condition of the tree/s or forest produce:

D	THE REMOVAL OR RECEIPT OF ANY OTHER FOREST PRODUCE
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[Note: Remove includes transplant]

a) Stipulate the purpose?

b) Explain the method of possessing, collection, removal, transportation or acquiring in any other manner the trees or products (to be stipulated in the license):

c) Name the trees/ source of timber / product:

d) State the size of the area or mass/volume/number of trees/produce logs/bundles/loads:

e) Give a description of the characteristics of the forest/trees/product to be affected:

f) Describe the harvesting method:

g) Provide details of transportation: from where? (Specify forest, property, owner, and country):

h) To where? (Specify country, destination, buyer, processor, etc.):

E	THE USE OF LAND, STRUCTURES OR BUILDINGS FOR AGRICULTURAL, COMMERCIAL, COMMUNICATIONS, DOMESTIC, INDUSTRIAL, RESIDENTIAL OR TRANSPORTATION PURPOSES
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- a) What will the land, structures or buildings be used for?

<i>Mark with X</i>	Agricultural	
	Commercial	
	Communications	
	Domestic	
	Industrial	
	Residential	
	Transportation	

- b) What effect will the use of land, structures or buildings have on the State Forest?

- c) What benefit does the use of land, structures or buildings have on the State Forest?

- d) What steps will be taken to mitigate the effect that the use of land, structures or buildings will have on the State Forest?

F	THE USE OF ROADS
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- a) Type/ mode of transport

- b) Specific days/ period/ seasonal for transport movement

- c) Prohibition of road use during specific times

- d) Limitation of number of transports per day

- e) . Is the map indicating the route or footpath to be used attached?

Mark with X	Yes	No
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G	THE MOVING OF WATER, ELECTRICITY, GAS, FUEL AND ANY OTHER THING ACROSS A STATE FOREST
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a) What does the applicant intend to erect or construct and maintain?

b) Is the map indicating the route attached?

Mark with X	Yes	No
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c) Will a plantation forest be affected?

Mark with X	Yes	No
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d) Will an indigenous forest be affected?

Mark with X	Yes	No
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e) If trees have to be removed, indicate approximately how many (AIPS and/or indigenous)

f) Are the structures permanent or temporary?

g) Have you attached the design plan, site map, specifications and a description of the construction methods? (If not, Please attach the above-mentioned information)

Mark with X	Yes	No
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H	THE CONSTRUCTION OF ANY ROAD, BUILDING OR STRUCTURE
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a) Are you intending to use an existing permanent structure or construct a new structure?

b) Is the structure to be constructed permanent or a temporary structure?

c) Construction phase: when will the work start and what will be the duration thereof?

Please supply dates. From _____ To _____

d) Have you attached the design plans, a site map, specifications and a description of the construction methods? (If not, Please attach the above-mentioned information)

Mark with X	Yes	No
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e) Are you intending to irrigate crops, If so, where will you abstract water from?

I	THE GRAZING OR HERDING OF ANIMALS
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a) What animals and how many of each kind do you want to graze?

Type of animals	No.

b) Are the animals branded with a registered mark?

Mark with X	Yes	No
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c) Are the animals treated against pests / diseases regularly?

Mark with X	Yes	No
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(Comment: The above are requirements under other agricultural laws and must be complied with)

d) How will you control the animals and confine them to the area available for grazing? *(Please describe)*

e) For which time/season of the year do you need the grazing? Please give starting and ending dates of the season

J	THE CULTIVATION OF LAND
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a) What will be planted (crops)? _____

b) How many hectares will be planted? _____

c) Briefly describe the planting method(s) _____

d) Are you intending to use any insecticides?

Mark with X	Yes	No
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K	HUNTING AND FISHING
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a) Mark **the applicable section below with an (X)**

- ☐ 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

b) 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 (Specify): _____

c) Are you in possession of valid written permission, where required, for any of the above activities, from the relevant nature conservation authority? (*Please attach*)

L	THE USE OF A STATE FOREST FOR RECREATIONAL, EDUCATIONAL, CULTURAL OR SPIRITUAL PURPOSES WHERE THERE IS NO RIGHT TO SUCH USE UNDER SECTION 19
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a) Mark the applicable section with an (X)

<i>Mark with X</i>	Recreational	
	Educational	
	Cultural	
	Spiritual	

b) Number of people visiting the forest

c) Duration of the activity?

d) Description of the forest produce

e) Quantity of forest produce

f) What is the purpose of disturbance, cutting etc.?

g) Extent of disturbance, cutting etc.

h) Remedial actions of the disturbance, cutting etc.

In a case where the applicant wishes to apply for educational purposes relating to research, kindly complete the section below:

- i) Mark the applicable section with an (X)

Mark with X	Carry out scientific research	
	Collect samples / material for research purposes	
	Collect samples / material for educational purposes	
	Collect samples for museums / herbaria	

- j) If applicable, what is the subject of your research? Please describe briefly in space below

(Attach detail research proposal to this document)

- k) If applicable, describe the type and quantity of samples / material you wish to collect, the possible impact the activities will have on the environment, and possible remedies

- l) Who will benefit from the samples / material collected for research / educational / museum purposes? Describe

- m) Name the State Forest(s) in which you wish to conduct the research and/or carry out the collection of samples / material, and mention if it is in or from plantation forest, indigenous forest and/or other ecosystems

- n) In what manner and form will research results be made available to the Department or its management agencies?

M	THE USE OF A STATE FOREST FOR ANY OTHER PURPOSE, IF IT IS CONSISTENT WITH THE SUSTAINABLE MANAGEMENT OF THE FOREST.
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(Example of a relevant activity here: Carbon Trading)

- a) What is the purpose of the application?

- b) Description and extent of the activity?

- c) Who will benefit from the activity and in what way? Please describe.

- d) Name the State Forest(s) in which you wish to conduct the activity and mention if it is in or from plantation forest, indigenous forest and/or other ecosystems

N	ATTACHMENTS
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- Attach a clear certified copy of applicant's identity document or passport.

ID copy/passport attached? (Mark with X)	yes	no
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- Attach a proof that you are a duly authorized representative / proxy of the owner(s).

Proof attached? (Mark with X)	yes	no
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- Attach a map with GPS coordinates showing the location or route of the activity e.g., Google earth, .kml or .kmz)

Map attached? (Mark with X)	yes	no
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- *In case of transport of trees or forest produce of a species protected in SA, but imported from neighbouring countries, attach documentary evidence that such trees or produce was legally obtained and legally imported.*

Copy of licence / documentary evidence attached? (Mark with X)	yes	no
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- *Attach a list of buyers with their full names, addresses, copies of identities, email addresses and contact particulars, e.g. if you are reselling firewood to retailers.*

List of retailers attached? (Mark with X)	yes	no
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- *Attach sketch/ approved building plan for any proposed structure*

Sketch plan attached? (Mark with X)	yes	no
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- *Attach final approved building/ layout plans and other documentary evidence of compliance with other legislation governing changes in land use*

Documents attached? (Mark with X)	yes	no
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- *Attach any other authorization/permits/licences as required by other legislation concerning the activity.*

Any other authorization attached? (Mark with X)	yes	no
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DECLARATION BY APPLICANT

I, the undersigned, declare that all the particulars furnished by me in this application form are true and correct.

SIGNATURE: _____ **DATE:** _____

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ATTACH ASSESSMENT REPORT AS AN ANNEXURE	
Name of Forest Officer: Contact number/Email address: Signature: _____ Date: _____	

APPROVED/NOT APPROVED:
Name of Delegated Official: Contact number/Email address: _____

Signature:

Date:

i

ⁱ "State forest"-

(a) means-

(i) State land, other than trust forests, acquired or reserved for forestry in terms of this Act or any previous forest legislation, unless it has been released under section 50(3);

ii) State land, other than trust forests, designated as demarcated State Forest or a similar designation in terms of any previous forest legislation, unless it was withdrawn from demarcation and is no longer used for forestry; and

(iii) trust forests; and

(b) includes-

(i) State plantations, State sawmills and State timber preservation plants;

(ii) land controlled and managed by the Department for research purposes or as a tree nursery;

(iii) areas protected in terms of sections 8(1)(a) and (b) and 9;

(iv) an area of State land which has been set aside in terms of previous forest legislation for the prevention of soil erosion or sand drift;

(v) an area referred to in paragraph (a) or paragraph (b)(i) to (iv), the ownership or control of which is transferred to a person or organ of State contemplated in section

53(2)(g)(i); (xxxiii)