

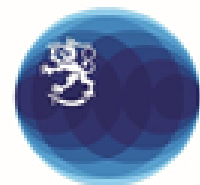


PARTICIPATORY PLANTATION FORESTRY PROGRAMME

CUSTOMIZABLE TEMPLATE OF BYLAWS FOR THE MANAGEMENT AND PREVENTION OF FOREST FIRES.



United Republic of Tanzania
**MINISTRY OF NATURAL RESOURCES
AND TOURISM**
Forestry and Beekeeping Division



Embassy of Finland
Dar es Salaam

Preface

This document, which has been developed through consultation between the regional governments of the Iringa, Njombe, Ruvuma, and Mufindi districts, provides a customizable template of bylaws for the management and prevention of forest fires.

It is intended to provide a legal framework for fire risk management in villages where there is a substantial investment in commercial plantation forestry. It is intended that village councils and village assemblies should study this document and customize it to meet their specific needs before forwarding it to their district or town councils for enactment.

LOCAL GOVERNMENT (DISTRICT AUTHORITIES) ACT

CAP 287

-----VILLAGE/MTAA COUNCIL

BYLAWS

(Made under section 168)

BYLAWS FOR FOREST FIRE PREVENTION AND MANAGEMENT OF -----
VILLAGE/MTAA COUNCIL OF 2022

Name and commencement period	1.		These Bylaws will be known as Bylaws for forest fire prevention and management of ----- Village/Mtaa of 2022 and will come into force after being approved by the District/Town/Municipal Council of ----- -----
Area to be used	2.		These Bylaws will be applicable throughout the jurisdiction of the of Village/Mtaa
Interpretation	3.		In the Bylaws, unless the context otherwise requires: - Authorized Officer ” means any Officer of the District/Town/Municipal Council appointed to oversee the implementation of these Bylaws. “Village Executive Officer” means any person who performs the duties of a Village Executive . “DED” District Executive Director “TED” Town Executive Director

		<p>“MED” Municipal Executive Director</p> <p>“District/Town/Municipal Forest Fire Coordinator” is a Senior Officer nominated by DED/TED/MED in consultation with the Head of Natural Resources, Tourism & Environment to oversee all forest fire issues in the District/Town/Municipal Council and report them to the DED/TED/MED.</p> <p>“Hazardous land” means land which if not managed may endanger life, destroy property or damage the environment.</p> <p>“Noise” is any pollution caused by sound that is naturally objectionable and can cause negative effects on human health and the environment.</p> <p>“District Council” means the District Council of -----</p> <p>“Village Council” means the Village Council of.....</p> <p>“Residence” includes a building/structure, plot, tool or equipment used in any work done on the residence.</p> <p>“Environment” Environment can be defined as a total of all the living and non-living elements and their effects that influence human life/ the surroundings or conditions in which a person, animal, or plant lives or operates.</p>
--	--	--

		<p>“Fire Danger Areas” are areas that are fire-prone and contain hazardous vegetation.</p> <p>“Livestock” means domestic animals including cows, sheep, goats, pigs, chickens, horses, donkeys and other domestic animals.</p> <p>“Forests”</p> <p>Includes all the land covered with vegetation with an abundance of trees of multiple sizes, both harvestable and unharvestable. It includes both indigenous and exotic tree species. Indigenous trees are adapted to survive fire but exotic trees are not. Exotic trees are also more flammable.</p> <p>“Environmental resources” are the living and non-living constituents of the earth together comprising the biophysical environment that may provide benefits to humanity. They include subsoil resources (mineral and energy), soil resources, biological resources, water resources, air resources and land resources.</p> <p>“Hazardous waste” means solid waste, liquids or air that contain a large amount of chemicals that can cause toxicity and affect human life as well as the environment as a whole.</p> <p>“Damage” Negative impact on either human life, the environment or assets. This means the direct change to the physical, temperature, chemical and</p>
--	--	--

		<p>biological state of resources that are part of the environment and thus can cause harm to the beneficial use of these resources, or cause a situation that is dangerous to society, its health, safety, human well-being or environment.</p> <p>“Fire control” To bring a fire under control so that it is no longer spreading. It does not mean it is dead yet as there may still be smouldering/burning material within the parameter of the fire</p> <p>“Fire suppression” means the fire suppression techniques used, the direct attack in extinguishing a fire or the method used by which a fire is attacked to extinguish it.</p> <p>“Parallel fire attacks” means a method used to contain a fire in which a fire line is constructed approximately parallel to the fire edge so that the fire line can be shortened by safely cutting across unburned fingers by burning or allowing the fire to safely burn to the fire line.</p> <p>“Fire Management” Includes Protection - all measures taken to protect an asset. (Fire belt, buying tools and equipment, having trained crews, FDI system, training people, lookouts, increasing resilience of assets, etc). Prevention – Identifying all the causes of fire and then finding methods to prevent these activities to cause unwanted fires (hunting, honey collecting, arson, charcoal burning, brickmaking, warming/cooking fires, etc). Prevention is done through a</p>
--	--	--

		<p>process of education/awareness, law enforcement and engineering efforts to isolate dangerous activities such as charcoal making.</p> <p>Suppression – all activities contributing to getting a fire suppressed (having teams on a ready basis, following sound suppression techniques, doing mop-up and investigating fires afterwards).</p> <p>.“Fire Danger Index (FDI)” Is a predictor of the likelihood of fires becoming dangerous based on the weather and fuel conditions. It is used as a guide in deciding whether to approve fire permit applications.</p> <p>“Fire Weather Index” is an alternative predictor of the likelihood of fire becoming dangerous and similar to FDI.</p> <p>“Combustible” is anything that can catch fire including vegetation.</p> <p>“Natural Resources Committee” means a committee created by the Village Council and confirmed by the Village Government (Village General Meeting) to conserve/manage natural resources.</p> <p>“Safety Areas” means an area usually devoid of combustible vegetation where people, vehicles and equipment can be safely placed during a fire event in case of wind change or unpredicted fire behaviour.</p> <p>“Uncontrolled fire” means a fire that is out of control. An uncontrolled fire is still spreading.</p>
--	--	--

		<p>An uncontrollable fire is too intense to bring under control.</p> <p>“Stakeholders” means land owners and institutions that are engaged in various fire management activities and/or have an interest therein.</p> <p>“Wildfire” means an uncontrolled fire which can be caused intentionally, unintentionally or by nature. e.g., lightning.</p> <p>“Community” means any group of people including children, youth, adults, farmers, workers, traders, livestock breeders, fishermen, religious leaders, etc. who live in the Village/Mtaa of and all institutions therein.</p> <p>“Ward Dispute Resolution Council” means the ward dispute resolution council of Established by the Ward Councils Act of 1985.</p> <p>“Fine” means a penalty imposed on any person who has been proven guilty of an offence under these Bylaws.</p> <p>“Family” means father, mother and children including adopted children and blood relatives or close relatives including grandfather, grandmother, uncles, aunts, cousins, and nephews living in the household.</p> <p>“Permit” means permit or permission given in writing by Village Executive Officers or personal discharging functions of</p>
--	--	--

		<p>the VEOs to allow a certain activity to be carried out.</p> <p>“Intentionally” means doing an act deliberately while knowing that doing such an act is illegal.</p> <p>“Crops” means crops from farms, forests and rivers.</p> <p>“Resident” means any person who lives in the village/Mtaa of</p> <p>“Director” means the Director of ----- District/Town/Municipal Council.</p> <p>“Child” means anyone under 18 years of age.</p> <p>“Fire Break” A fire break can be natural, or man-made and is always planned or constructed with the only purpose to protect assets from fire. It can include a fire belt, river, road, footpath, cultivated area, sports field, burned grazing area or high rain forest.</p> <p>“Escape Route” describes a route to be taken in the event of having to escape from a dangerous fire.</p> <p>“Land Fire Management Permit” Official village document which allows the controlled use of fire for clearing agricultural residuals, pasture improvement and clearing woodlot residues after harvesting has taken place. Those activities are implemented according to the Village Fire Management Plan</p>
--	--	---

			<p>“Rural Industry Fire Management Permit” Provides for the controlled use of fire in Charcoal manufacture, Brick manufacture and wood processing including both mobile and stationary sawmills and the management of byproducts and waste.</p> <p>“Village Fire Management Committee” Herein refers to the committee authorized by the Village Assembly to take responsibility for Village Fire Management.</p> <p>“Village Fire Crew” means the group of villagers authorized/mandated by the village government and managed by Village Fire Management Committee to implement fire management activities particularly, fire suppression. It normally consists of 15 crew members.</p> <p>“Village Fire Fund” means a Village fund under the control of the Village Government and Village Fire Management Committee used for Fire Management activities.</p> <p>“Village Fire Management Plan” means a plan approved by the Village Assembly detailing fire management activities including prevention, protection and suppression which is renewed annually including its budget.</p> <p>“Prescribed burning” means a fire that is planned and executed to reach a pre-determined land use outcome.</p>
--	--	--	---

<p>Fire ignition</p>	<p>4.</p>	<p>(1)</p> <p>(2)</p> <p>(3)</p> <p>(4)</p> <p>(5)</p>	<p>It is prohibited for any person to light a fire in an open area, natural forests or young forest plantations or large trees without a Permit or when the FDI is above 55.</p> <p>Any person who lights a fire without a permit from the Village/Mtaa Executive Officer or other Authorized Officer, or when the FDI is above 55 or does not attempt to prevent such a fire from spreading, will be committing an offence by these Bylaws.</p> <p>A permit to use fire for land management and the rural industry another similar burning will be issued by the Village/Mtaa Executive Officer or other Authorized Officer after the Committee is satisfied that the applicant for the permit has met the criteria necessary as attached to the First Schedule to these Bylaws.</p> <p>If a person with a fire permit fails to burn his field on the scheduled day as per described permit, he or she will have to apply for another permit in accordance with the provisions contained in these Bylaws. However, if there is a permit fee involved and the person cannot burn because of bad weather conditions, or unforeseeable technical difficulties, she or he should not pay an application fee again.</p> <p>Without prejudice to any provision in these Bylaws, application fees for fire permit as per agreement reached by the Village General</p>

			<p>Assembly shall not exceed TZS 2000.</p>
		(6)	<p>To improve fertility, maintain moisture, and control incidents of arbitrary fire, permission to light a fire to burn any trash/grass/stalks/residue during the preparation of agricultural fields will not be issued, until it is proven that there is a need to burn the above with fire, or the applicant has conformed to the burning criteria set out in the permit.</p>
		(7)	<p>Every owner/lease holder of an agricultural farm for food crops, commercial crops, pastureland, commercial trees or natural indigenous trees will have the responsibility to construct a fire break to prevent fire from spreading to neighbouring farms prior to the 30th of June or an alternative date approved by the Village Government. On shared boundaries, each boundary break should be 2.5 meters wide on both sides making a five-meter boundary break between farms.</p>
		(8)	<p>Owners/leaseholders who do not create fire breaks in compliance with the above will be committing an offence.</p>
		(9)	<p>It will be the responsibility of every parent/guardian to ensure that their children do not play with fire or engage in fire lighting. Parents/guardians are responsible for damage caused by fires that their children light in accordance with these bylaws.</p>

		(10)	People who cause fires as a result of their smoking will commit an offence by these bylaws.
		(11)	People who cause fires as a result of their hunting activities will be committing an offence by these bylaws.
		(12)	People who cause fires as a result of their honey harvesting and processing activities will be committing an offence in accordance with these bylaws.
Permit to use Fire for Land Management.	5	(1)	<p>A Permit to use fire for Land Management (including Agriculture, Forestry and Pasture management) shall be issued if the following conditions are met:</p> <ol style="list-style-type: none"> 1) Fire Danger Index (FDI) is less than 55 for three consecutive days. FDI below 55 explains that on those days the wind speed, temperature and the amount of humidity in the air will be conducive for safe burning. 2) The permit applicant shall be required to install fire breaks to prevent fire from escaping with a width of not less than five (5) meters around his farm. It should be noted that the deadline for installing fire breaks is June 30 or a date as agreed by the Village Assembly. 3) The applicant meets the required conditions including: <ol style="list-style-type: none"> a) At least six assistants to manage the fire.

		<ul style="list-style-type: none"> b) Equipment and tools to suppress or control fire are present. c) Specified and adequate sources of water. d) Commitment to inspect and protect the burned area for a period of seven (7) consecutive days for clearing woodlot residues. e) Commitment to inspect and protect the burned area for a period of two (2) consecutive days for clearing grass and agricultural residues. f) Neighbours are adequately informed at least three (3) days before the intended burning. g) The intended fire is by the provisions of the village fire management plan. h) To pay the application fee as the per agreement reached by the Village/Mtaa General Assembly which shall not exceed TZS 2,000. i) Any other requirement(s) provided under the fire permit in the First schedule.
Rural Industry Fire Management Permit	6	<p>A permit to control the use of fire in brick burning, charcoal manufacture and wood processing (including both mobile and stationary sawmills) and management of waste and byproducts arising from them and honey harvesting and processing and hunting.</p> <p>The applicant meets the required conditions including;</p> <ul style="list-style-type: none"> a) Applicants are registered at the village government office.

		<ul style="list-style-type: none"> b) Applicants other than hunters and honey harvesters need fire break cleared of combustible material and at least fifteen meters wide constructed around any burning area. c) Equipment and tools to suppress or control fire are present. d) Specified and adequate sources of water present e) For the charcoal permit holder or named representative shall be always present with at least four (4) assistants during the course of burning. f) Commitment to inform the village Authority (Village Government, Village Fire Crew & Village Fire Management Committee) promptly in the event of any potential fire emergency. g) Honey harvesters shall use bee smokers and not otherwise. h) Any other requirement(s) provided under the permit shown under the Fourth Schedule
<p>Responsibilities of the Regional Government Authority</p>	<p>7</p>	<p>The following shall be the responsibilities of the Regional Government Authority in forest fire prevention, coordination and management:</p> <ul style="list-style-type: none"> a) To provide policy, strategic instructions, and bylaws to prevent and manage forest fires. b) To facilitate the effective implementation of forest fire bylaws in District Councils

		<p>members depending on the total number of Administrative Divisions in that Council. This number is adequate enough in order to take on board District/Town/Municipal technical staff as well as decision-makers on the other hand as indicated on the Fifth Schedule.</p> <p>(3) DED/TET/MED and the Head of Natural Resources, Tourism & Environment shall be responsible for nominating members of the Committee.</p> <p>(4) DED/TED/MED in consultation with the Head of Natural Resources, Tourism & Environment shall be responsible for nominating a District/Town/Municipal Forest Fire Coordinator.</p> <p>(5) The District Commissioner shall be the Chairman of the Committee and the Secretary of the Committee shall be the Head of the Natural Resources, Tourism & Environmental or any other Senior Officer to be appointed by the relevant Authority.</p> <p>(6) The day-to-day activities of the District/Town/Municipal Committees shall be executed by the Forest Fire Coordinator.</p> <p>(7) The Committee for Prevention, Coordination and Management of forest fire in</p>
--	--	--

		<p>District/Town/Municipal Councils shall have the following responsibilities:</p> <ul style="list-style-type: none"> a) To be an effective communication link between the Directors of the District/ Town/Municipal Councils and Regional Authorities in all matters relating to forest fire prevention and in their administrative areas; b) To connect the administrative authorities of District/Town/Municipal Councils and tree-farming stakeholders c) To assist Village/Mtaa Government Authority in identifying, communicating and involving external forest investors in fire management programs. d) To assist the Village Government Authority to open independent Bank Accounts for Village Fire Funds to be used for the prevention and management of forest fire; e) To assist the Village/Mtaa Government Authority to form Village Fire Management Committees and Village Fire Crews. f) To monitor the performance of the Village Fire Management Committees. g) To ensure that Village Executive Officers or
--	--	--

			<p>relevant authorities issuing permits for the use of fire do so upon a full review by the committee members for compliance with conditions specified in these bylaws;</p> <ul style="list-style-type: none">h) To conduct fire investigations and enforce the fire bylaws.i) To organize mass communication in the villages regarding forest fire bylaws.j) To report on fire events every month and submit them to the Regional Authorities.k) To Coordinate all training activities aimed at capacitating individuals on fire prevention and management;l) To coordinate fundraising events to improve/strengthen Village Fire Funds.m) To monitor the operation of weather stations, which should be placed in specific areas for the calculation of the Fire Danger Index (FDI);n) Communicate the FDI information to villages daily through village legal fire management institutions namely VFMC, VFC & VG;o) Facilitate mass fire awareness programmes;p) The appointed Forest Fire Coordinator shall perform
--	--	--	---

		<p>an annual fire management audit on each village by 30 June to ensure that they conform to the village fire management plan and that they are prepared for the fire season.</p> <ul style="list-style-type: none"> q) Facilitate an annual financial audit on the village fire fund. r) Assist Village Government Authority to engage schools and colleges in fire prevention through games and sports; s) To perform all other works on forest fire prevention, protection and suppression as might be assigned by Regional authority.
<p>Responsibilities of Ward Development Committees (WDC)</p>	<p>9.</p>	<p>The Ward Development Committee (WDC) shall have the following responsibilities in the prevention and management of forest fire:</p> <ul style="list-style-type: none"> a) To resolve conflicts arising from land use between external investors and residents; b) To ensure that Bylaws for forest fire prevention and management in Villages/Mitaa are properly enforced; c) To receive monthly fire prevention and management information from Village/Mitaa Executive Officers or Authorized persons.

			<ul style="list-style-type: none"> d) To monitor the implementation of the Village/Mtaa fire management plan; e) To submit monthly forest fire reports to the District/Town/Municipal Councils Forest Fire Coordinator.
<p>Responsibilities of Village Government Authority</p>	<p>10.</p>	<p>(1)</p>	<p>Village/Mtaa Government Authorities shall have the following responsibilities in prevention and management of forest fires:</p> <ul style="list-style-type: none"> a) To ensure that fire prevention and management Bylaws are properly enforced; b) To conduct awareness meetings on compliance with forest fire prevention and management bylaws. c) To alert and motivate villagers to participate in fire management activities in collaboration with VFMC & VFC; d) To cooperate with the VFMC to establish village/Mtaa Fire Funds e) To monitor the implementation of village fire management plan. f) To coordinate training activities for VFMC & VFC; g) To cooperate with VFMC in opening independent Bank Account for IFM activities h) To resolve or report conflicts originating from forest resources use or fire

			<p>occurrences between external forest investors and local communities;</p> <ul style="list-style-type: none">i) To ensure that all tree growers in the Village/Mtaa are registered and that they comply with these bylaws;j) To maintain communication and exchange of information on fire outbreaks with neighbouring Village/Mitaa Authority.k) To ensure that all information provided by whistleblowers on forest fires is kept confidential;l) To keep a list of firefighting tools and equipment and have the authority to ensure that they are properly maintained for emergency use;m) Advise both VFMC & VFC about their duties and responsibilities;n) To ensure that the VFMC in collaboration with the Village Government convene awareness meetings twice per month in order to inspire communities on the need for compliance with fire management Bylaws during fire seasons starting from August until when it starts raining;
--	--	--	--

			<ul style="list-style-type: none"> o) Issue burning permits and ensure compliance to permit criteria. p) To prepare and place fire warning signs at the borders of the Village. q) To prepare and place a board at the centre of the village or marketplace showing FDR. r) To engage education institutions (colleges and schools) in creating public awareness on wise use of forest fires during fire season s) To perform all other duties as assigned by the District/Town/Municipal Fores Fire Coordinator.
		(2)	The Village/Mtaa government will prepare and place fire signs at the border of the village/Mtaa.
		(3)	<p>The signs at the border of the Village/Mtaa shall be placed in accordance with Subsection 2 of this Article and will be designed as follows: -</p> <p>CAUTION! CAUTION!</p> <p>YOU ARE NOW ENTERING----- ----- VILLAGE/MTAA WHEREBY, ACCORDING TO THE VILLAGE/MTAA BYLAWS YOU ARE NOT ALLOWED TO START ANY FIRE WITHOUT PERMISSION.</p>

			YOU ARE ALSO RESPONSIBLE FOR PROVIDING INFORMATION ON ANY FIRE INCIDENT(S) AND PARTICIPATING IN SUPPRESSING AND CONTROLLING FOREST FIRES.
Responsibilities of Hamlet	11.		<p>The following shall be the responsibilities of the Hamlet in prevention and management of forest fire</p> <ul style="list-style-type: none"> a) To identify external investors in land management and rural industry within the hamlet; b) To identify groups of people involved in (Charcoal Burning, Brick Making, Honey Hunting and Hunters) that use fire; c) To supervise the implementation of the Village fire management plan; d) To ensure that permit holders comply with all conditions stipulated; e) To assist in fire investigations; f) To encourage Hamlet residents to report fire events. g) To conduct hamlet awareness meetings twice per month during fire seasons
Village Fire Management Committee (VFMC)	12.		In accordance with these bylaws, the Village/Mtaa Council will select the Village Fire Management Committee members, who will

			need to be approved by the Village General Assembly.
Structure of Village Fire Management Committee (VFMC)	13.		<p>The Village Fire Management Committee shall have the following members; -</p> <ul style="list-style-type: none"> a) The Chairperson of the committee will be chosen from the committee members; b) The Secretary of the committee also will be chosen from the committee members c) The day-to-day activities of the committee will be done by the committee members d) All the chairpersons of the hamlets within the Village will be members of the committee, e) Five additional members who will be selected to be broadly representative of the village in terms of gender, age, occupation and ethnicity; f) Tree Growers Association (TGA) Executive Committee representation g) The total number of VFMC per village shall be 25

			<p>members. This number is considered to be adequate enough in order to reduce the workload on their shoulders particularly, on inspecting farms for permit applicants.</p> <p>h) Administratively, the committee will be responsible for Village/Mtaa government.</p>
<p>Responsibilities of the Village Fire Management Committee (VFMC)</p>	<p>14.</p>	<p>(1) (2)</p>	<p>There shall be a Village/Mtaa Fire Management Committee</p> <p>Village/Mtaa Fire Management Committee shall have the following responsibilities in the prevention and management of forest fires:</p> <p>a) To prepare the village fire management plan in collaboration with District /Town/Municipal Forest Fire Coordinator;</p> <p>b) To manage the implementation of the fire management plan;</p> <p>c) To manage the village fire crew;</p> <p>d) To manage the village fire fund</p> <p>e) To raise awareness about the fire danger index and its</p>

			<p>implication on the use of fire.</p> <ul style="list-style-type: none">f) To maintain communication with the neighbouring village on fire issues.g) To control the use of and maintain firefighting equipment that will be available within the Village area.h) To carry out annual need analysis of tools and equipment needed to perform fire management activities effectively in the village;i) To raise awareness about fire prevention, protection and control;j) To make recommendations to the Village Executive Officer or representative authority when issuing permits to use fire after being satisfied that the applicants on such permits have met the criteria in accordance with these Bylaws;k) To support the investigation of fire events;
--	--	--	--

		<ul style="list-style-type: none"> <li data-bbox="862 191 1300 443">l) To keep records of all fire incidents and provide monthly information/reports to the relevant Village Government Authorities; <li data-bbox="862 464 1300 716">m) Keep registers of daily FDI weather forecast, tools and equipment, burning permits and fire incidents in the village. <li data-bbox="862 737 1300 947">n) To update the village FDR notice board to reflect the appropriate colour of the day; <li data-bbox="862 968 1300 1430">o) To perform other tasks related to fire management as detailed on fire/burning permits, Village Fire Management Action Plan (VFMAP) or as it will be assigned by the Village Government or District Authority.
	(2)	<p data-bbox="813 1455 1300 1785">In carrying out their duties by these bylaws, the members of the Village Fire Management Committee will not be personally liable for any actions that will take place during the course of their duties</p>

		(3)	However, it shall be an offence for a member of the committee to carry out their duties negligently.
		(4)	It shall be an offence according to these bylaws for anyone to pressurize a witness not to give evidence in court or give information at a police station or other office when they are required to do so.
		(5)	According to these bylaws, it shall not be a defence that a witness did not appear in court or at a police station or other office because of lack of transport.
		(6)	The committee shall hold a fire committee meeting monthly even during the wet season.
		(7)	The report from the Village fire management committee shall be sent to the District Forest Fire Coordinator using the existing government communication machinery meaning that through the Ward Executive Officer (WEO) who performs the day-to-day activities of the WDC.
		(8)	Allowances for the committee meetings shall be arranged by the Village Council and will come from the Village fire fund, which shall be

			established in accordance with these bylaws.
		(9)	Without affecting any provision of these bylaws or any other law in force in Tanzania, Members of the Committee shall serve for a period of three years from the date of appointment and may be re-appointed.
Village Fire Crew (VFC)	15.	(1) (2)	<p>There shall be a Village Fire Crew; The following shall be the responsibilities of the Village Fire Crew: -</p> <ul style="list-style-type: none"> a) To prepare a major fire break for the village as a whole and for subdividing large forest blocks in accordance with the village fire management plan. b) To undertake fire patrols, perform lookout duties, monitor areas where fires burned recently, and be on standby in a case called to suppress wildfire. c) To advise landowners on the safe use of fire. d) To be the first person to report at the fire event. e) Once a fire occurs, the Crew shall ensure that all

		<p>fires are completely suppressed and thereafter proceed to monitor the area for a period of at least seven days for clearing woodlot residues and 2 days for clearing normal agricultural residues by these Bylaws;</p> <p>f) To maintain communication with the Village Fire Management Committee;</p> <p>g) To ensure that fire suppression tools and equipment are maintained and kept safe as dictated by the village fire management committee.</p> <p>h) To carry out duties to control, prevent and manage fire as instructed by the Village Fire Management Committee;</p>
Structure of Village/Mtaa Fire Crew	16.	Each Village/Mtaa Fire Crew shall have at least 15 members. The number of crews and their members may vary by the size of the village and the number of hamlets within a village.
		The Village Fire Crew shall be led by a crew leader who has

			leadership ability and is fully trained in forest fire suppression;
Criteria for Choosing Members of Fire Fighting Crew for Village/Mtaa	17.		<p>The Criteria for choosing members of Village Fire Crew are as follows;</p> <p>-</p> <ul style="list-style-type: none"> a) Good health and physically resilient. b) Readiness to commit substantial time to fire standby and fire suppression. c) Hamlet Representation. d) Resume standby duties during high fire danger periods; e) Priority shall be given to those who have undergone fire training; f) Well-disciplined and willing to accept orders;
Villag Fire Fund (VFF)	18.	(1)	There shall be a Village/Mtaa Fire Fund
		(2)	The Village/Mtaa fire fund shall be established by the village/Mtaa government for implementing the Village/Mtaa fire management plan.
		(3)	The Village/Mtaa fire fund will be implemented according to the Village/Mtaa fire management plan. Sources of income for the

		<p>village/Mtaa fire fund will be identified in the village/Mtaa fire management plan and reviewed annually. The source of income for the village fire fund will include but not be limited to:</p> <ul style="list-style-type: none">a) Fines that offenders pay by these bylaws;b) Contribution solicited by village/Mtaa fire management committee from persons and businesses who are dependant on village forest but do not participate directly in village forest fire management;c) Contribution from the external tree growers' investors as stipulated under the Second schedule of these bylaws;d) Subsidy from the Village/Mtaa Government or Council;e) Funding from various stakeholders,f) Aid to the committee from various persons and institutions,
--	--	---

		(3)	Money for the village fire fund shall be collected by the Village Government Authority and deposited in a village fire fund immediately.
		(4)	The village fire fund shall have the signatories appointed by the Village Council. At least one signatory shall be a member of the Village Fire Management Committee.
		(5)	The Village fire fund shall be used exclusively for the implementation of the village fire management plan.
Responsibilities of the community in the prevention and management of forest fire	19.	(1)	It shall be the responsibility of every community member to prevent and suppress unwanted fires.
		(2)	In preventing and managing fire threats, every community member must consider the following: a) To attend fire awareness meetings; b) To use alternative methods apart from fire during field

			<p>preparations, beekeeping and animal hunting;</p> <p>c) To comply with bylaws, follow the best operating practices (BOPs) in the execution of their day-to-day activities;</p> <p>d) To conform to the village fire management plan;</p>
<p>Offences</p>	<p>20.</p>	<p>(1)</p>	<p>Any person who violates these bylaws shall be committing an offense and if found guilty shall be penalised as follows: -</p> <p>a) Lighting a fire without a permit to use fire in accordance with these bylaws;</p> <p>b) Igniting fire that becomes dangerous and cause loss of property or injury or loss of life;</p> <p>c) Not compliance with the condition in permit to use fire;</p> <p>d) Failing to report fire or smoke to the authority;</p> <p>e) Refuse or neglect to participate in fire suppression activities;</p>

		<p>f) Persuade another person to not participate in fire suppression;</p> <p>g) Failure to construct adequate fire breaks around land holding in accordance to these bylaws;</p> <p>h) Committee or Crew Member failing to act responsibly without any reasonable justification;</p> <p>i) Committing any action that contradicts these bylaws.</p> <p>(2) In the initial steps, the accused shall be brought to the Village government office and told what she/he is to be charged with. If she/he admits to an offence and confesses by filling out the form as prescribed under the Sixth Schedule of these bylaws, she/he shall be required to pay a fine at the rate scheduled under these bylaws.</p> <p>In a case where the accused did not confess to the charges, she/he shall be sent to the Dispute Resolution Council, where if found guilty, she/he will pay the fine and</p>
--	--	---

			compensation for the inconvenience that will arise.
Penalties	21.		Any person who violates these bylaws will be guilty of an offence and if found guilty, his/her punishment shall be in accordance with the Third Schedule of these bylaws.
Fading offence	22.		The Executive Officer or Officer in charge shall have the power to charge the offender an amount not exceeding one million Tanzania Shillings (1,000,000) when the offender confesses to his/her offence by filling in a form prescribed under the Sixth Schedule of these bylaws.

The seal of Village/Mtaa Council of was stamped on the document of these Bylaws following the resolution of the General Assembly of the Village/Mtaa held on..... Month..... year..... and was placed before:

.....
Signature and Seal of
CHAIRMAN OF THE VILLAGE/MTAA

.....
Signature and Seal of
EXECUTIVE OFFICER

APPROVED BY:

.....
DISTRICT CHAIRPERSON

.....
DISTRICT EXECUTIVE DIRECTOR

FIRST SCHEDULE

(Made under clause 4(3))

**BYLAWS FOR FOREST FIRE PREVENTION AND MANAGEMENT OF THE
.....VILLAGE/MTAA COUNCIL FOR THE YEAR 2022**

-----VILLAGE/MTAA COUNCIL, -----WARD

A PERMIT TO USE FIRE

A: INTRODUCTION AND COMMUNICATION

- 1. Village Executive Officer’s telephone number -----
- 2. Village Chairperson’s telephone number -----
- 3. Committee Chairperson’s telephone number -----
- 4. Commander's telephone number-----
- 5. Hamlet chairperson’s telephone number -----
- 6. Permit applicant’s telephone Number -----
- 7. Date of permit
- 8. Permit Number -----
- 9. The farm/ to be burnt is located in which Hamlet? -----
- 10. Permit is granted to: -----

B: PURPOSE OF USING FIRE: -----

C: AREA INSPECTION

- 1. Will FDI be below 55 for 3 consecutive days? **YES/NO**
- 2. Are there fire breaks? **YES/NO**
- 3. Have the Neighbours been notified three days before? **YES/NO**
- 4. Are the waste safe/suitable to be burned? **YES/NO**
- 5. Is the farm located on a slope?
YES/NO

D: LIST THE FIREFIGHTING TOOLS AVAILABLE:

I. ----- II. ----- , III. -----
IV. -----, V. -----, VI. -----

E: NAMES OF THE ASSISTANTS AND THEIR TELEPHONE NUMBERS

- 1. ----- 2. -----
- 3. ----- 4. -----
- 5. ----- 6. -----

F: THE FOLLOWING CONDITIONS SHOULD BE CONSIDERED:

- i. The allowed time to use fire will be after 6 PM
- ii. The area must be secured and monitored for 7 consecutive days for woodlots and 2 days for grass fires.
- iii. When unexpected weather conditions occur, protection and patrols must be carried out in the area. People guarding fires should have phones for communication.
- iv. If fire escapes, the above-mentioned Leaders must be informed
- v. Specify the area (Hamlet) where the fire will be executed-----
- vi. Failure to comply with any of the terms set forth in this permit may result in legal action being taken against you.

G: FARM INSPECTION AND PERMIT APPROVAL AUTHORITY

The farm was inspected by: ----- Date: -----
MEMBER OF THE COMMITTEE

The permit was granted by: ----- Date and Stump -----
VILLAGE/MTAA EXECUTIVE OFFICER

SECOND SCHEDULE

(Made under clause 18 (c))

**BYLAWS FOR FOREST FIRE PREVENTION AND MANAGEMENT OF THE
.....VILLAGE/MTAA COUNCIL FOR THE YEAR 2022**

-----VILLAGE/MTAA COUNCIL, -----WARD

THE YEARLY CONTRIBUTIONS FROM EXTERNAL FOREST INVESTORS

SN	Land size (Ha)	Amount of contribution/year
1	1 – 30	25,000
2	31 – 50	50,000
3	51 – 100	150,000
4	101 – 200	200,000
5	201 – 500	250,000
6	501+	1,000,000

THIRD SCHEDULE

(Formed under clause 21(1))

BYLAWS FOR FOREST FIRE PREVENTION AND MANAGEMENT OF THEVILLAGE/MTAA COUNCIL FOR THE YEAR 2022

-----VILLAGE/MTAA COUNCIL, -----WARD

OFFENCES AND PENALTIES

Offence	Penalty
a) Lighting a fire without a permit to use fire in accordance with these Bylaws;	TZS 50,000 to 1,000,000, imprisonment, or Both
b) Igniting fire that becomes dangerous and causes loss of property or injury or loss of life;	Compensate owner/leaseholder for the loss of the property based on official valuation reports. For the loss of life or injury as per existing related laws.
c) Not compliant with the condition in the permit to use fire;	TZS 50,000 to 1,000,000, imprisonment or Both
d) Failing to report fire or smoke to the authority;	TZS 5000 to 50,000
e) Refuse or neglect to participate in fire suppression activities;	TZS 50,000, imprisonment or Both
f) Persuade another person to not participate in fire suppression;	TZS 50,000, imprisonment or Both
g) Failure to construct adequate fire breaks around land holding in accordance with these Bylaws;	TZS 50,000 to 1,000,000, imprisonment or Both

h) Committee or Crew Member failing to act responsibly without any reasonable justification;	TZS 50, 000
i) Failure to manage the woodlots	TZS 50,000 to 1,000,000, imprisonment or both
j) Failure to contribute to the village fire fund (investors) in accordance with these bylaws	To be charged twice the recommended amount to be paid according to his/her level of investment as shown in the Second Schedule of these bylaws
k) Failure to attend fire management meetings for consecutive three meetings	TZS 1,000 to 5,000

FOURTH SCHEDULE

(Made under clause 6(h))

**BYLAWS FOR FOREST FIRE PREVENTION AND MANAGEMENT OF THE
.....VILLAGE/MTAA COUNCIL FOR THE YEAR 2022**

-----VILLAGE/MTAA COUNCIL, -----WARD

RURAL INDUSTRY FIRE MANAGEMENT PERMIT

A: INTRODUCTION AND COMMUNICATION

1. Village Executive Officer’s telephone number -----
2. Village Chairperson’s telephone number -----
3. Committee Chairperson’s telephone number -----
4. Commander's telephone number-----
5. Permit applicant’s telephone Number -----
6. Hamlet Chairperson’s telephone number -----
7. Date for permit request-----
8. Hamlet where activities will be performed-----
9. Specific landmarks in Hamlet -----
10. Permit Number -----
11. Date of Approval -----
12. Permit is granted to: -----

B: GENERAL CONDITIONS FOR PERMIT APPLICANTS

1. Those who burn charcoal, bricks or use fire in wood-cutting mills must first be registered at the Village Executive Officer's Office before starting their production work. The aim of registration is to know their number and to identify their places of work so that it becomes easy for the Committee to visit and inspect them.
2. Charcoal and brick burners or those who use fire in wood-cutting factories are required to put a 15-meter radius as fire breaks around their charcoal and brick ovens (kilns) as well as wood-cutting cooking fireplaces.
3. Those mentioned above must have tools to help them to put out the fire in case it shows signs of escaping.
4. Charcoal and brick burners should ensure that they have covered their charcoal or brick kilns with enough soil to prevent the possibility of their kilns explode
5. Charcoal and brick burners with permits will be required to be near their kilns at all times in order to monitor the burning process of their kilns.

6. It will be an offence for the holder of a permit to burn charcoal or bricks not to be near his/her kiln even if the fire shows no signs of escaping.
7. Those who burn charcoal, and bricks or use fire in the wood-cutting mills on the day of finishing their activities in the areas requested for permission must ensure that the fire is completely extinguished. However, before leaving the work area they will be inspected by the Committee Members in accordance with these bylaws.
8. Failure to comply with any of the terms set forth in this consent may result in legal action being taken against you.

C: ASSESSMENT OF THE APPLICANT AND THE WORKING AREA

- | | |
|--|----------------|
| 1. Is the permit applicant registered at the Village Office? | YES/NO |
| 2. Is the permit applicant prepared 15 meters radius fire break around his/her area of operations? | YES /NO |
| 3. Is the area near to any water source? | YES/NO |
| 4. Is the permit applicant experienced in the activity for which, he/she is applying for a permit? | YES/NO |

D. LIST THE FIRE SUPPRESSION TOOLS TO BE CARRIED

- 1-----2-----
 3-----4-----

E: LIST OF HELPERS' NAMES AND PHONE NUMBERS

1. -----2-----
 3. -----4-----
 5 -----6-----

E: WORKPLACE INSPECTION AND PERMITTING AUTHORITY

The area inspected by: -----

MEMBER OF THE COMMITTEE	SIGNATURE & DATE
--------------------------------	-----------------------------

Permission granted by: -----Date & Stump-----

VILLAGE/MTAA EXECUTIVE OFFICER

FIFTH SCHEDULE

(Made under clause 8 (2))

BYLAWS FOR FOREST FIRE PREVENTION AND MANAGEMENT OF THEVILLAGE/MTAA COUNCIL FOR THE YEAR 2022

-----VILLAGE/MTAA COUNCIL, -----WARD

CRITERIA FOR SELECTING MEMBERS OF THE DISTRICT FIRE COMMITTEE

SN	District /Council	Members from District Headquarters	Number of Administrative Divisions available	Council Chairpersons	WEOs	Total
1	Kilolo DC	8	3	1	3	14
2	Mafinga TC	8	2	1	4	14
3	Mufindi DC*	8	5	1	1	14
4	Makambako TC	8	1	1	5	14
5	Wanging'ombe DC	8	3	1	3	14
6	Makete DC*	8	6	1	0	15
7	Njombe DC	8	2	1	4	14
8	Njombe TC	8	2	1	4	14
9	Madaba DC	8	1	1	5	14
10	Ludewa DC*	8	5	1	1	14

List of Members from District Headquarters

i.	District Commissioners	Chairperson
ii.	TFS District Forest Conservator	Member
iii.	District Fire Bridge Commander	Member
iv.	District Community Development Officer	Member
v.	Sao Hill/TFS In-charge of Fire Section	Member
vi.	District Environmental Officer	Member
vii.	Head of Natural Resources, Tourism and Environment	Secretary
viii.	District Forest Officers/Any Appointed Senior District Staff	Forest Fire Coordinator

SIX SCHEDULE

(Formed under clause 22)

**BYLAWS FOR FOREST FIRE PREVENTION AN MANAGEMENT OF THE
.....VILLAGE/MTAA COUNCIL FOR THE YEAR 2022**

WARRANT OF CONFESSING AN OFFENCE

I on my own free will confess the offence before
..... who is an authorized officer of
..... Village/Mtaa that on the date of the month.....
year..... I committed an offence by violating the provisions of the
clause..... of the by-laws of..... Village/Mtaa of the year 2022. I am ready
to pay a fine if the authorized officer decides to exercise the authority given to him under
these Bylaws. I confirm that the above information is true, and I have provided it voluntarily
to the best of my knowledge.

Today of the month----- year-----

Name.....

Signature.....

He/she confessed before

Name-----

Title-----,

Signature

Date.....



Indufor ...forest intelligence

NIRAS