

GOVERNMENT OF ZAMBIA

STATUTORY INSTRUMENT NO. 50 OF 2016

**The Forest Act, 2015**

(Act No. 4 of 2015)

**The Forest (Concession Licence) Regulations, 2016**

ARRANGEMENT OF REGULATIONS

*Regulation*

1. Title
2. Interpretation
3. Forest areas eligible for licences
4. Identification and advertisement of concession areas
5. Cutting, felling and processing of timber under licence
6. Application for licence
7. Rejection of application for licence
8. Issue of licence
9. Application for duplicate licence
10. Application for renewal of licence
11. Restriction on transfer of licence
12. Suspension or cancellation of licence
13. Rights of licensee
14. Plan of operation
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16. Discoveries
17. Felling
18. Demarcation of boundaries
19. Fire prevention
20. Register of Licences
21. Fee

IN EXERCISE of the powers contained in section *one hundred and five* of the Forests Act, 2015, the following Regulations are made:

- |   |                       |
|---|-----------------------|
| 1. These Regulations may be cited as the Forest (Concession Licence) Regulations, 2016.   | Title                 |
| 2. In these Regulations, unless the context otherwise requires—   | Interpretation        |
| “cant ” means a partially sawn log with at least four flat sides;   |                       |
| “commencement date ” means the effective date of the licence;   |                       |
| “compartment ” means a sub-division of a concession area measuring between 85 to 200 hectares in extent, where boundaries are clearly demarcated by blazing, clearing or use of natural features; |                       |
| “concession area ” means a forest area in respect of which a licence is issued;   |                       |
| “Department ” has the meaning assigned to it in the Act;  |                       |
| “Director” has the meaning assigned to it in the Act;   |                       |
| “ecologically sensitive” means a fragile ecosystem such as a headwater, water catchment area or high and sloppy gradient;   |                       |
| “environmental impact assessment” has the meaning assigned to it in the Environmental Management Act, 2011;   | Act No. 12<br>of 2011 |
| “equipment” means a licensee’s machinery and vehicles brought temporarily to the licensee’s concession area for purposes of cutting, felling, Transporting or processing timber;                  |                       |
| “forest officer” means a senior forest officer, forest officer or any other officer authorised by the Director;   |                       |
| “hammer mark” means the mark made by a registered timber marking hammer;  |                       |
| “licence” means a concession licence issued under section <i>fifty-two</i> of the Act;  |                       |
| “licensee” means a holder of a licence;   |                       |

“over-bark diameter” means the diameter of a log including the bark measured at the mid point of the log;

“plan of operations” means the plan prepared by a licensee setting out the programme of work to be done in a particular year;

“round wood” means timber used or moved without being squared by sawing or hewing;

“saw log” means the straight or crooked part of a tree stem to be processed at a sawmill;

“sawn timber” means timber which has been sawn by a sawmill or pitsaw in accordance with a customer’s specifications;

“senior forest officer” means the Director, Chief Forest Officer or Principal Forest Officer;

“stocking” means the quantitative measure of timber expressed as stems per hectare, basal area per hectare or volume per hectare in a potential concession area to support timber production;

“timber-marking hammer” means a registered steel hammer bearing a specific number and held in trust by a forest officer;

“timber-processing” means peeling-off the bark, removing timber wane, cross cutting and sawing of logs into various shapes and timber dimensions or sizes; and

“Zambia Environmental Management Agency” has the meaning assigned to it in the Environmental Management Act, 2011.

Act No. 12  
of 2011  
Forest areas  
eligible for  
licences

3. (1) Subject to these Regulations, a licence may be issued in —
- (a) a National Forest;
  - (b) a Local Forest;
  - (c) an open area;
  - (d) a community forest;
  - (e) a private forest; and
  - (f) a joint forest management area.

(2) Despite sub-regulation (1), the Director shall not issue a licence in a forest area that is ecologically sensitive.

- |   |  |
|---|--|
| <p>4. (1) The Director shall cause the following to be undertaken in forest areas:</p> <ul style="list-style-type: none"> <li>(a) identification of potential concession areas;</li> <li>(b) production of maps of identified potential concession areas; and</li> <li>(c) a pre-harvesting inventory to determine stocking in a potential concession area.</li> </ul> <p>(2) The Director shall advertise the identified potential concession areas in at least two daily newspapers of wide circulation in Zambia.</p>  | <p>Identification and advertisement of concession areas</p>    |
| <p>5. The Director may issue a licence in respect of the following:</p> <ul style="list-style-type: none"> <li>(a) large scale cutting, felling or processing of timber;</li> <li>(b) medium scale cutting, felling or processing of timber; and</li> <li>(c) small scale cutting, felling or processing of timber.</li> </ul>  | <p>Cutting, felling and processing of timber under licence</p> |
| <p>6. (1) A citizen may apply to the Director for a licence in Form I set out in the First Schedule.</p> <p>(2) An application for a licence shall be accompanied by—</p> <ul style="list-style-type: none"> <li>(a) letters signifying the consent of the chief and the local authority in the concession area, to the grant of the licence to the applicant;</li> <li>(b) decision letter issued to the applicant by the Zambia Environmental Management Agency regarding the environmental impact assessment undertaken by the applicant in respect of the proposed concession area applied for; and</li> <li>(c) a forest management and regeneration plan.</li> </ul> <p>(3) The Director shall, in determining whether or not to issue a licence, have regard to—</p> <ul style="list-style-type: none"> <li>(a) the resources available and quantity of timber that the applicant proposes to cut, fell or process;</li> <li>(b) any comments or presentation from the local community in the area where the proposed concession area is located who are likely to be affected by the grant of the licence;</li> <li>(c) the quality and feasibility of the forest management and re-generation plan;</li> </ul> | <p>Application for licence</p>                                 |

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	<p>(d) the social and economic contribution of the licensee to the local community and employment creation commitments; and</p> <p>(e) the equipment and proposed investment levels.</p> <p>(4) The Director may request for further particulars or information in Form II set out in the First Schedule.</p>
Rejection of application for licence	<p>7. The Director shall, within thirty days of receipt of an application for a licence, reject the application if the applicant does not meet the requirements of the Act and inform the applicant of the rejection in Form III set out in the First Schedule.</p>
Issue of licence	<p>8. (1) The Director shall, within thirty days of receipt of an application for a licence, issue the licence to the applicant if the applicant meets the requirements of the Act.</p> <p>(2) A licence shall be in Form IV set out in the First Schedule.</p> <p>(3) A licence shall be valid for—</p> <p>(a) five years, for large scale cutting, felling or processing;</p> <p>(b) three years, for medium scale cutting, felling or processing; and</p> <p>(c) two years, for small scale cutting, felling or processing.</p>
Application for duplicate licence	<p>9. A licensee may, where a licence is lost, damaged or defaced, apply to the Director for a duplicate licence in Form V set out in the First Schedule.</p>
Application for renewal of licence	<p>10. (1) An application for the renewal of a licence shall be made to the Director in Form VI set out in the First Schedule at least ninety days before the expiry of the licence.</p> <p>(2) The Director may, within thirty days of receipt of an application for the renewal of a licence, renew the licence if the applicant meets the requirements of the Act and has complied with the terms and conditions of the licence.</p> <p>(3) A licence that is not renewed lapses on its date of expiry.</p>
Restriction on transfer of licence	<p>11. A licensee shall not assign, cede or transfer the licence to any other person.</p>
Suspension or cancellation of licence	<p>12. (1) The Director may suspend or cancel a licence if the licensee—</p> <p>(a) contravenes the Act;</p> <p>(b) contravenes any terms and conditions of the licence;</p>

- (c) submitted false or misleading information in the application for the licence;
- (d) stops operating for thirty days without the written authorisation of a senior forest officer; or
- (e) does not take remedial measures to correct defects notified to the licensee by a forest officer within fourteen days of being notified of the defect.

(2) The Director shall, before suspending or cancelling a licence, notify the licensee of the intention to suspend or cancel the licence and request the licensee to show cause, within thirty days from the date of the request, why the licence should not be suspended or cancelled.

(3) A notice of intention to suspend or cancel a licence shall be in Form VII set out in the First Schedule.

(4) The Director shall suspend or cancel a licence if the licensee does not take remedial measures within the period specified in the notice issued under subregulation (2).

(5) A notice of suspension or cancellation of a licence shall be in Form VIII set out in the First Schedule.

(6) Where a licence is suspended or cancelled, the licensee shall cease operations immediately.

13. A licensee may, with the permission of a senior forest officer—

Rights of licensee

- (a) establish and operate log depots, timber depots, storerooms, workshop, offices and garages;
- (b) construct temporary buildings, including dwelling houses for the licensee and the licensee's employees;
- (c) sink boreholes, make dams, dig wells and install water supply reticulations;
- (d) construct and maintain roads, ridges, bridges, culverts, embankments and other ancillary;
- (e) take stone, gravel and sand for constructing or maintaining roads and buildings in the concession area; or
- (f) erect and maintain telephone lines and other means of communication.

- 
- Plan of operation
14. (1) A licensee shall, during the month of October of every year in which the licence remains in force, submit to a senior forest officer a plan of operations specifying the work to be carried out by the licensee in the following year.
- (2) The plan of operations shall contain the following information:
- (a) the compartment to be exploited and the order in which the compartment is to be exploited;
  - (b) the tree species and quantities to be removed from each compartment;
  - (c) the roads to be constructed or used; and
  - (d) the sites of log depots and main camps to be used.
- (3) A licensee who intends to amend the plan of operations shall apply to a senior forest officer for approval.
- (4) A senior forest officer shall, where the senior forest officer rejects the proposed amendments to the plan of operations, inform the licensee accordingly and give reasons for the rejection.
- Safety
15. A licensee shall be responsible for the safety of the approved activities in the operation area.
- Discoveries
16. (1) A licensee shall, where the licensee in the course of exercising the rights under the licence discovers anything of historical or other interest or of significant value in the concession area, notify the Director of the discovery and the circumstances of the discovery within thirty days of such discovery.
- (2) A thing discovered under sub-regulation (1) is the property of the Government.
- Felling
17. (1) A licensee shall fell all trees at a maximum height of 0.30 metres above the ground.
- (2) A licensee shall, unless authorised in writing by a senior forest officer, fell trees in only one compartment at a time.
- (3) A licensee shall fell any tree containing sawn log.
- (4) A licensee shall not fell any tree—
- (a) whose diameter over bark at one point three metres (1.30m) above ground level is less than thirty centimeters; or
  - (b) marked by a senior forest officer as a tree that shall not be felled.

18. (1) A licensee shall demarcate, at the licensee's expense, the boundaries of compartments intended to be worked in, but as far as possible, shall ensure the use of natural features as boundaries.

Demarcation  
of  
boundaries

(2) A licensee may use cleared or blazed lines as boundaries.

19. (1) A licensee shall take necessary steps to prevent fires and shall maintain fire-breaks and undertake early burning of areas in which the licensee is operating or intends to operate according to the plan of operations.

Fire  
prevention

(2) A forest officer or licensee who intends to carry out early burning operations in a concession area shall give notice of at least two weeks to the other party.

20. (1) The Department shall keep and maintain a register of licences in Form IX set out in the First Schedule.

Register of  
Licences

(2) The register referred to in sub-regulation (1) shall be kept at the offices of the Department and shall be open to inspection by the public at such times and upon payment of the prescribed inspection fee.

21. The fees set out in the Second Schedule are prescribed for the matters specified in that Schedule.

Fees

## FIRST SCHEDULE

(Regulations 6, 7, 8, 9, 10, 12, 13 and 20)

## PRESCRIBED FORMS

Form I  
(Regulation 6(1))  
(To be completed in quadruplicate)



REPUBLIC OF ZAMBIA

**The Forests Act, 2015**

(Act No. 4 of 2015)

**The Forests (Concession Licence) Regulations, 2016**

APPLICATION FOR A CONCESSION LICENCE							
<b>Please complete in block letters</b>	Shaded fields for official use only	Licence Code					
		Date and Time					
<i>Information Required</i>	<i>Information Provided</i>					√	
	Application No:						
	Date Application form submitted:						
	Date Application form verified:						
	Date Application form reviewed:						
	Date of approval or rejection:						
1.	Type of licence (Please tick)	Large Scale	<input type="checkbox"/>	Medium Scale	<input type="checkbox"/>	Small Scale	<input type="checkbox"/>
2.	Type of applicant	Individual	<input type="checkbox"/>	Company	<input type="checkbox"/>	Co-operative	<input type="checkbox"/>
	<b>A. Individual</b>						
	(a) Name(s) of applicant(s)						
	(b) Nationality						
	(c) National Registration Card No.						
	(d) Passport No.						
	(e) TPIN No.						
	(f) Investment Certificate No.:						
	(g) PACRA Registration No.						
	(h) Registration No.: (under any other law)						
	(i) Physical address:	Plot/House No.					
		Street					
		Area					
		District					
		Province					
	(j) Postal Address:						
	<b>Notification address</b>						
	(a) Tel No.:						
	(b) Fax No.						
	(c) E-mail address:						

<b>B. Business</b>						
(a) Name:						
(b) TPIN						
(c) Investment Certificate No.:						
(d) Registration No.: (under any other law)						
(e) PACRA Registration No.:						
(f) Physical Address:	Plot/House No.					
	Street					
	Area					
	District					
	Province					
3. Proposed concession area <i>(Please tick and give details)</i>	National Forest	Local Forest	Community Forest	JFMA	Private Forest	Open area
4. Name and location of concession area <i>(Please attach topographical map of scale of scale 1:50,000; 100,000 or 250,000)</i>	Name of Area	Chiefdom	District	Province		Other
5. List of timber species to be harvested	Scientific Name		Local Name			
	(i)					
	(ii)					
	(iii)					
	(iv)					
	(v)					
	(vi)					
6. Do you possess other concession licences in Zambia <i>(Please tick)</i>  Yes <input type="checkbox"/> No <input type="checkbox"/>	<b>If Yes, provide details below</b>					
	Concession licence (Type and No.)	Location	District		Validity	
7. Previously held Concession Licences <i>(Please tick)</i>  Yes <input type="checkbox"/> No <input type="checkbox"/>	<b>If Yes, please provide details below</b>					
	Concession licence (Type and No.)	Location	District		Validity	
8. Concession licences held by related organisation <i>(Please tick)</i>  Yes <input type="checkbox"/> No <input type="checkbox"/>	<b>If Yes, please provide details below</b>					
	Name of related organisation	Concession Licence	District		Validity	
9. (a) Have you been convicted of an offence involving fraud or dishonesty or of an offence under the Forests Act, 2015, or any other laws within or outside Zambia? <i>(If Yes, fill in below. If No, leave blank.)</i>  If Yes, Nature of offence: ..... Date of conviction: ..... Sentence: ..... Specify details: .....  (b) Have you ever been declared bankrupt, or if as a company, have you ever been in liquidation?  If Yes, specify details: ..... ..... .....						
	<p>.....</p> <p>Signature of Applicant (individual or authorised company representative) <span style="float: right;">Date</span></p>					

**FOR OFFICIAL USE ONLY**

**Submitted to:**

**Verified by:**

**Approved by:**

Name: .....	Name: .....	Name: .....
Position: .....	Position: .....	Position: .....
Signature: .....	Signature: .....	Signature: .....
<i>District Forest Officer</i>	<i>Provincial Forest Officer</i>	<i>Director-Forestry</i>

**Remarks:**

.....  
.....  
.....

OFFICAL  
STAMP

FORM II  
(Regulation 6(4))  
(To be completed in  
quaduplicate)



**REPUBLIC OF ZAMBIA**

**The Forests Act, 2015**  
**(Act No. 4 of 2015)**

**The Forests (Concession Licence) Regulations, 2016**  
**REQUEST FOR FURTHER PARTICULARS OR INFORMATION**

1. Here insert the full names and address of the applicant *TO* (1) .....  
.....  
.....  
Reference No. (2) .....

2. Here insert the reference No. of the application  
You are requested to furnish, within..... days of this Notice, the following information or documents in respect of your application for a concession licence:  
(a) .....  
(b) .....  
(c) .....  
(d) .....

If you fail to furnish the requested information within the stipulated period, your application will be treated as invalid and shall be rejected.

Dated this ..... day of ..... 20 .....

.....  
*Director*

FORM III  
(Regulation 7)  
(To be completed in  
quadruplicate)



**REPUBLIC OF ZAMBIA**

**The Forests Act, 2015  
(Act No. 4 of 2015)**

**The Forests (Concession Licence) Regulations, 2016**

**NOTICE OF REJECTION OF APPLICATION FOR LICENCE**

- 1. Here insert the full names and address of the applicant TO (1) .....
  - 2. Here insert the reference No. of the application IN THE MATTER OF (2).....
  - 3. Here insert type of application You are notified that your application for (3).....has been rejected by the Director on the following grounds:
    - (a) .....
    - (b) .....
    - (c).....
    - (d).....
- Dated this ..... day of ..... 20 .....

.....  
*Director*

FORM IV  
 (Regulation 8(2))  
 (To be completed in quadruplicate)



**REPUBLIC OF ZAMBIA**

**The Forests Act, 2015**  
**(Act No. 4 of 2015)**

**The Forests (Concession Licence) Regulations, 2016**

FCL NO.: .....

**CONCESSION LICENCE**

**Large Scale ( ) Medium Scale ( ) Small Scale ( )**

1. Here state name of licensee This is to certify that (1).....  
 of (2) .....
2. Here state the physical address of licensee  
 is licensed to cut ( ) fell ( ) process ( ) timber from (3) .....  
 for a period of (4) ..... commencing on ..... day of  
 ....., 20..... on the terms and conditions set out overleaf:
3. Name of concession area
4. Here state validity period of licence ..... (Seal) .....  
*Director* *Date of issue*

## TERMS AND CONDITIONS OF CONCESSION LICENCE

## PART I

## GENERAL OBLIGATIONS

**1. Instructions**

A licensee shall comply with all lawful instructions of the Senior Forest Officer concerning the cutting, felling and processing of the timber.

**2. Personnel**

- 2.1. A licensee shall employ, among the key personnel, a qualified forester or other personnel approved by the Senior Forest Officer, to supervise all the site works related to felling;
- 2.2. The Senior Forest Officer shall approve any proposed replacement of the key personnel if their qualifications and abilities are substantially equal to or better than those of the personnel to be replaced.
- 2.3. The Director or the Senior Forest Officer may direct the licensee to ensure that any personnel in the concession area who contravenes the provisions of the Act or breaches the terms and conditions of the licence, leaves the concession area within fourteen days from the date of the direction.

**3. Communication**

- 3.1. Communications between the licensee and any other representative of the Forestry Department that are referred to in the conditions shall be effective only when in writing.
- 3.2. A notice shall be effective when it is delivered and received by either party.

**4. Production**

- 4.1. A licensee shall commence the approved activities on the agreed commencement date and shall carry out the necessary works in accordance with the plan of operations submitted by the licensee and approved by the forest officer, and complete them by the intended completion date.
- 4.2. A licensee shall, from the commencement date, pay for tree felling as follows:
  - (a) a maximum of one hundred cubic metres of timber for small scale;
  - (b) a maximum of two hundred cubic metres of timber for medium scale;  
and
  - (c) a maximum of four hundred cubic metres of timber per one calendar month for large scale.
- 4.3. A licensee shall pay for branch-wood at 200 fee units per cubic metre.

## PART II

## CONDUCT OF OPERATIONS

**5. Operational Record**

- 5.1. A licensee shall measure and record every timber log removed from a compartment and the forest officer shall mark on one end of each log with a timber marking hammer.
- 5.2. Every log shall be measured mid-length diameter in centimeters and its length in metres and tenths of a metre and volume calculated using the Hubers formula.

- 5.3. On the 5th day of every month, a licensee shall submit returns of the logging operations of the previous month to the Senior Forest Officer showing the number of trees, volume and number of logs by tree species removed from the compartment.
- 5.4. All sawn timber shall be hammer marked by a forest officer before removal from a felling site.
- 5.5. Movement of round-logs is only permitted within a distance of 100 km.
- 5.6. A forest produce conveyance permit shall be obtained for the movement of round-logs within 100km to the processing facility.

**6. Co-operation**

- 6.1. A licensee shall co-operate with other licensees in the concession area.
- 6.2. The Director or Senior Forest Officer shall notify a licensee of the presence of the other licensees in the concession area.

PART III

FEEES

**7. Payment of Fees**

- 7.1. All tree felling permits shall be paid for before cutting commences, and no credit facilities or carry over will be permitted.
- 7.2. Payment in respect of penalties shall be made within thirty days of the date on which the penalty is imposed.

PART IV

DISPUTES

**8. Dispute**

- 8.1. A licensee who is aggrieved with the decision of the forest officer may appeal to the Director within thirty days of the receipt of the forest officer's decision.
- 8.2. The Director shall give a decision, in writing, within thirty days of receipt of notification of a dispute.

**9. Early Warning**

A licensee shall inform the forest officer at the earliest opportunity of any event that may adversely affect or delay the execution of the planned operations.

**10. Completion**

- 10.1. The licensee shall request the Forest Officer to issue a certificate of completion at the expiration of the licence and the Forest Officer shall issue the certificates if the operations were carried out in accordance with the terms and conditions of the licence.
- 10.2. A licensee shall, within three months of the date of cancellation of the licence, remove all plant and equipment from the concession area, but shall not move any culverts, bridges or underground pipes.

FORM V  
(Regulation 9)  
(To be completed in  
quadruplicate)



REPUBLIC OF ZAMBIA

The Forests Act, 2015  
(Act No. 4 of 2015)

The Forests (Concession Licence) Regulations, 2016

APPLICATION FOR A DUPLICATE CONCESSION LICENCE			
<b>Please complete in block letters</b>	Shaded fields for official use only	Licence Code	
		Date and Time	
<i>Information Required</i>	<i>Information Provided</i>		√
	Application No:		
	Date Application form submitted:		
	Date Application form verified:		
	Date Application form reviewed:		
	Date of approval or rejection:		
1.	Type of licence (Please tick)	Large Scale <input type="checkbox"/> Medium Scale <input type="checkbox"/> Small Scale <input type="checkbox"/>	
2.	Type of applicant	Individual <input type="checkbox"/> Company <input type="checkbox"/> Co-operative <input type="checkbox"/> Partnership <input type="checkbox"/> NGO <input type="checkbox"/>	
	<b>A. Individual</b>		
	(a) Name(s) of applicant(s)		
	(b) Nationality		
	(c) National Registration Card No.		
	(d) Passport No.		
	(e) TPIN No.		
	(f) Investment Certificate No.:		
	(g) PACRA Registration No.		
	(h) Registration No.: (under any other law)		
	(i) Physical address:	Plot/House No.	
		Street	
		Area	
		District	
		Province	
	(j) Postal Address:		
	<b>Notification address</b>		
	(a) Tel No.:		
	(b) Fax No.		
	(c) E-mail address:		
	<b>B. Business</b>		
	(a) Name:		
	(b) TPIN		
	(c) Investment Certificate No.:		

(d) Registration No.: (under any other law)		
(e) PACRA Registration No.:		
(f) Physical Address:	Plot/House No.	
	Street	
	Area	
	District	
	Province	
3.	Reasons for application of a duplicate licence	
	1.	
	2.	
	3.	
	4.	
	Please submit documents, where applicable, to support the application	
<p>I declare that all the information I have stated is correct and truthful to the best of my knowledge and belief.</p> <p>Particulars of the person signing on behalf of the Applicant</p> <p>(a) Name: .....</p> <p>(b) Designation: .....</p> <p>(c) Signature: .....</p> <p>(d) Date: ...../...../..... (dd/mm/yyyy)</p>		
..... <i>Signature of Applicant (individual or authorised company representative)</i>		..... <i>Date</i>
<b>FOR OFFICIAL USE ONLY</b>		
<b>Submitted to:</b>	<b>Verified by:</b>	<b>Approved by:</b>
Name: .....	Name: .....	Name: .....
Position: .....	Position: .....	Position: .....
Signature: .....	Signature: .....	Signature: .....
<i>District Forest Officer</i>	<i>Provincial Forest Officer</i>	<i>Director - Forestry</i>
<b>Remarks:</b>		
.....		
.....		
.....		
.....		
<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;">                     OFFICAL STAMP                 </div>		

FORM VI  
(Regulation 10(1))  
(To be completed in  
quadruplicate)



REPUBLIC OF ZAMBIA

The Forests Act, 2015  
(Act No. 4 of 2015)

The Forests (Concession Licence) Regulations, 2016

APPLICATION FOR RENEWAL OF CONCESSION LICENCE					
Please complete in block letters	Shaded fields for official use only		Licence Code		
			Date and Time		
Information Required	Information Provided				√
	Application No:				
	Date Application form submitted:				
	Date Application form verified:				
	Date Application form reviewed:				
	Date of approval or rejection:				
1. Type of Concession licence (Please tick)	Large Scale <input type="checkbox"/> Medium Scale <input type="checkbox"/> Small Scale <input type="checkbox"/>				
2. Type of applicant	Individual	Company	Co-operative	Partnership	NGO
<b>A. Individual</b>					
(a) Name(s) of applicant(s)					
(b) Nationality					
(c) National Registration Card No.					
(d) Passport No.					
(e) TPIN No.					
(f) Investment Certificate No.:					
(g) PACRA Registration No.					
(h) Registration No.: (under any other law)					
(i) Physical address:	Plot/House No.				
	Street				
	Area				
	District				
	Province				
(j) Postal Address:					
<b>Notification address</b>					
(a) Tel No.:					
(b) Fax No.					
(c) E-mail address:					
<b>B. Business</b>					
(a) Name:					
(b) TPIN					
(c) Investment Certificate No.:					
(d) Registration No.: (under any other law)					
(e) PACRA Registration No.:					



FORM VII  
(Regulation 12(3))  
(To be completed in  
quadruplicate)



**REPUBLIC OF ZAMBIA**

**The Forests Act, 2015  
(Act No. 4 of 2015)**

**The Forests (Concession Licence) Regulations, 2016**

**NOTICE OF INTENTION TO SUSPEND OR CANCEL LICENCE**

(1) Here insert the full names and address of holder To (1) .....  
.....

(2) Here insert the Licence No. IN THE MATTER OF (2) .....  
you are hereby notified that I intend to suspend your licence on the following grounds:

- (a) .....
- (b) .....
- (c).....
- (d).....

Accordingly, you are requested to appear before the Director on the ..... day of ....., 20 .....

(3) Here state address of the Department at (3) .....  
to address the matters set out in paragraphs .....

(4) Here insert the number of days stipulated (above) within (4) ..... days of receiving this notice. Your failure to appear before the Director shall result in your licence being

(5) Signature of the Director suspended and removal from the Register.

Dated this ..... day of ..... 20 .....

(5).....  
*Director*

\* Delete whichever is not applicable

FORM VIII  
(Regulation 12(5))  
(To be completed in  
quaduplicate)



**REPUBLIC OF ZAMBIA**

**The Forests Act, 2015  
(Act No. 4 of 2015)**

**The Forests (Concession Licence) Regulations, 2016**

**NOTICE OF SUSPENSION OR CANCELLATION OF LICENCE**

(1) Here insert the full names and address of holder To (1) .....

(2) Here insert the Licence No. IN THE MATTER OF (2) .....  
you are hereby notified that your concession licence has been suspended  
( ) cancelled ( ) on the following grounds:

- (a) .....
- (b) .....
- (c).....
- (d).....

Dated this ..... day of ..... 20 .....

.....  
*Director*



## SECOND SCHEDULE

*(Regulation 21)*

## PRESCRIBED FEES

<i>Item</i>	<i>Fee Units</i>
1. Application for licence	
(a) Small Scale	3,333
(b) Medium Scale	16,667
(c) Large Scale	33,333
2. Application for renewal of licence	1,667
3. Search of register of licences	333

C. NGIMBU,  
*Minister of Lands, Natural Resources and  
Environmental Protection*

LUSAKA  
17th June, 2016